



Overview and Scrutiny Committee Tuesday, 26th November, 2013

You are invited to attend the next meeting of **Overview and Scrutiny Committee**, which will be held at:

**Council Chamber, Civic Offices, High Street, Epping
on Tuesday, 26th November, 2013
at 7.30 pm .**

**Glen Chipp
Chief Executive**

**Democratic Services
Officer:**

Simon Hill, Senior Democratic Services Officer, The Office of
the Chief Executive
email:democraticservices@eppingforestdc.gov.uk Tel: 01992
564249

Members:

Councillors R Morgan (Chairman), K Angold-Stephens (Vice-Chairman), G Chambers,
K Chana, T Church, L Girling, D Jacobs, Ms H Kane, P Keska, A Lion, A Mitchell MBE,
S Murray, J Philip, B Rolfe and D Wixley

PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND

WEBCASTING NOTICE

Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy and copies made available to those who request it..

Therefore by entering the Chamber and using the lower public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for web casting and/or training purposes. If members of the public do not wish to have their image captured they should sit in the upper council chamber public gallery area

If you have any queries regarding this, please contact the Senior Democratic Services Officer on 01992 564249.

1. WEBCASTING INTRODUCTION

1. This meeting is to be webcast. Members are reminded of the need to activate their microphones before speaking.

2. The Chairman will read the following announcement:

“This meeting will be webcast live to the Internet and will be archived for later viewing. Copies of recordings may be made available on request.

By entering the chamber’s lower seating area you consent to becoming part of the webcast.

If you wish to avoid being filmed you should move to the public gallery or speak to the webcasting officer”

2. APOLOGIES FOR ABSENCE

3. MINUTES (Pages 7 - 14)

Decisions required:

To confirm the minutes of the meetings of the Committee held on 15 October 2013.

4. SUBSTITUTE MEMBERS

(Assistant to the Chief Executive). To report the appointment of any substitute members for the meeting.

5. DECLARATIONS OF INTEREST

(Assistant to the Chief Executive). To declare interests in any items on the agenda.

In considering whether to declare a personal or a prejudicial interest under the Code of Conduct, Overview & Scrutiny members are asked pay particular attention to paragraph 11 of the Code in addition to the more familiar requirements.

This requires the declaration of a personal and prejudicial interest in any matter before an OS Committee which relates to a decision of or action by another Committee or Sub Committee of the Council, a Joint Committee or Joint Sub Committee in which the Council is involved and of which the Councillor is also a member.

Paragraph 11 does not refer to Cabinet decisions or attendance at an OS meeting purely for the purpose of answering questions or providing information on such a matter.

6. ECC CONSULTATION ON THE FUTURE OF CHILDREN'S CENTRES (Pages 15 - 42)

To consider the attached report on the consultation by Essex County Council on their Children’s Centres.

Attending the meeting to answer any questions will be Henrietta Barkham, the ECC Area Commissioner Early Years & Childcare and Stacy Randall, Spurgeon's Regional Manager.

7. PRESENTATION FROM YOUTH COUNCIL

In 2012/13 this Committee had requested an annual presentation from the Youth Council giving an update on the developing Youth Council programme.

Members of the Youth Council will attend the meeting to outline:

- (i) achievements from the last year;
- (ii) the plans for the Youth Council for the coming year; and
- (iii) new youth engagement and volunteer initiatives for 2014-15.

8. CABINET REVIEW

RECOMMENDATION:

To consider any items to be raised by the Chairman at the Cabinet meeting on 2 December 2013.

(Assistant to the Chief Executive). Under the Overview and Scrutiny rules the Committee is required to scrutinise proposed decisions of the Executive. The Chairman is also required to report on such discussions to the Cabinet.

The Committee is asked to consider the 2 December 2013 Cabinet agenda (previously circulated) to see whether there are any items that they wished to be raised at the Cabinet meeting.

9. REVIEW OF LICENSING SUB-COMMITTEE ARRANGEMENTS (Pages 43 - 68)

(Director of Corporate Support Services) To consider the attached report. This went to the Constitution and Member Services Standing Panel on 19 November 2013.

10. CORPORATE PLAN KEY OBJECTIVES 2013/14 - QUARTER 2 PROGRESS (Pages 69 - 90)

(Deputy Chief Executive) To consider the attached report.

11. FINAL REPORT OF THE OVERVIEW AND SCRUTINY REVIEW TASK AND FINISH PANEL (Pages 91 - 132)

To consider the final report of the Overview and Scrutiny Review Task and Finish Panel.

12. ALLOCATIONS OF COSTS - FINANCE STANDING PANEL SUB-COMMITTEE REPORT (Pages 133 - 144)

RECOMMENDATION:

The Committee is asked to consider, comment on and note the report.

Attached is the report of the sub-committee of the Finance and Performance Management Standing Panel set up to look at Cross Charging (recharging) in the council. A copy of that report is attached along with a report from Peter Maddock answering some of the questions raised by the sub-committee's report.

13. SIX MONTH OVERVIEW AND SCRUTINY REVIEW (Pages 145 - 162)

To consider the attached report on the six monthly work programme.

14. APPOINTMENT TO THE FINANCE AND PERFORMANCE MANAGEMENT STANDING SCRUTINY PANEL

RECOMMENDATION:

To agree the nomination of Councillor H Mann to the Finance and Performance Management Standing Scrutiny Panel.

To appoint a member to the Finance and Performance Management Scrutiny Standing Panels in accordance with the pro-rata rules. This is the result of the vacancy left by the late Councillor Finn. The Committee is asked to agree the nomination of Councillor H Mann to fill this vacancy.

15. EXCLUSION OF PUBLIC AND PRESS

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Confidential Items Commencement: Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed

to exclude the public and press.

- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers: Paragraph 8 of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.