



OVERVIEW & SCRUTINY COMMITTEE

Tuesday 30th July 2024

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

Council Chamber - Civic Offices
on **Tuesday 30th July 2024 at 7.00 pm**

Georgina Blakemore
Chief Executive

Democratic Services Officer: Laura Kirman Tel: (01992) 564243
Email: democraticservices@eppingforestdc.gov.uk

Members: Councillors R Baldwin (Chairman), C McCann (Vice-Chairman), E Barnard, R Bassett, M George, W Kauffman, J Lea, A Lion, J Lucas, M Markham, S Murray, J Parsons, S Rackham, D Sunger and G Wiskin

SUBSTITUTE NOMINATION DEADLINE: 6.00PM

This meeting will be broadcast live and recorded for repeated viewing.

1. WEBCASTING INTRODUCTION

This meeting is to be webcast and the Chairman will read the following announcement:

“I would like to remind everyone present that this meeting will be broadcast live to the internet and will be capable of subsequent repeated viewing, with copies of the recording being made available for those that request it.

By being present at this meeting, it is likely that the recording cameras will capture your image and this will result in your image becoming part of the broadcast.

You should be aware that this may infringe your human and data protection rights, and if you have any concerns then please speak to the Webcasting Officer.

Please could I also remind Members and Officers to activate their microphones before speaking.”

2. APOLOGIES FOR ABSENCE

To be announced at the meeting.

To report non-attendance before the meeting, please use the Members Portal webpage https://eppingforestdc-self.achieveservice.com/service/Member_Contact to ensure your query is properly logged.

Alternatively, you can access the Members portal from the front page of the Council's website, at the bottom under 'Contact Us'
<https://www.eppingforestdc.gov.uk/your-council/members-portal/>

3. SUBSTITUTE MEMBERS

To report the appointment of any substitute members for the meeting.

4. DECLARATIONS OF INTEREST

To declare interests in any item on the agenda.

5. MINUTES (Pages 5 - 9)

To confirm the minutes of the meeting of the Committee held on 4 June 2024.

6. MATTERS ARISING AND OUTSTANDING ACTIONS

To consider any matters arising and outstanding actions from the minutes of the previous meeting(s) that are not covered elsewhere in this agenda.

7. PUBLIC QUESTIONS & REQUESTS TO ADDRESS THE OVERVIEW AND SCRUTINY COMMITTEE

To receive questions submitted by members of the public and any requests to address the Committee, in accordance with Article 6 (Overview and Scrutiny) of the Council's Constitution.

(a) Public Questions

Members of the public may ask questions of the Chairman of Overview and Scrutiny Committee at ordinary meetings of the Committee, in accordance with the procedure set out in the Constitution.

(b) Requests to address the Overview and Scrutiny Committee

Any member of the public or a representative of another organisation may address the Overview and Scrutiny Committee on any agenda item (except those dealt with in private session as exempt or confidential business), due to be considered at the meeting.

8. EXECUTIVE DECISIONS - CALL-IN

To consider any matter referred to the Committee for decision in relation to a call-in, in accordance with Article 6 (Overview and Scrutiny) of the Council's Constitution.

9. ORGANISATION PERFORMANCE - KEY PERFORMANCE INDICATOR SUITE

(Pages 10 - 15)

To consider, comment and provide recommendations to Cabinet on the proposed key performance indicator (KPI) suite.

10. ORGANISATION PERFORMANCE 2024/25 - QUARTER 1 REPORT (Pages 16 - 28)

To consider and comment on the quarter 1 organisational performance for 20204/25.

11. BUDGET MONITORING REPORT QUARTER 1 2024/25

Report to follow.

12. CHAIRMEN TO REPORT ON THEIR SELECT COMMITTEE BUSINESS (Pages 29 - 30)

(Chairmen of the Scrutiny Committees) To report to the meeting on progress against achievement of the current work programme, and for any recommendations for consideration by the Overview and Scrutiny Committee.

13. OVERVIEW AND SCRUTINY COMMITTEE - WORK PROGRAMME (Pages 31 - 33)

To review the progress towards the achievement of the work programme for the Overview and Scrutiny Committee and any required amendments to the scrutiny work programmes.

14. CABINET BUSINESS (Pages 34 - 43)

That the Committee review the Executive’s current programme of Key Decisions to enable the identification of appropriate matters for the overview and scrutiny work programme, and consider specific decisions proposed in the forward plan.

Wherever possible, Portfolio Holders will attend the Committee to present forthcoming key decisions, to answer questions on the forward plan and to indicate where appropriate work could be carried out by overview and scrutiny on behalf of the Cabinet.

15. EXCLUSION OF PUBLIC AND PRESS

Exclusion

Democratic & Electoral Services Team Manager) 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.

Background Papers

(Democratic & Electoral Services Team Manager) Article 17 - 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 and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.