

## ***Overview and Scrutiny Committee Thursday, 8th December, 2005***

**Place:** Civic Offices, High Street, Epping

**Room:** Council Chamber

**Time:** 7.30 pm

**Democratic Services Officer:** Simon Hill, Senior Democratic Services Officer  
email: [shill@eppingforestdc.gov.uk](mailto:shill@eppingforestdc.gov.uk) Tel: 01992 564249

**Members:**

Councillors Mrs D Collins (Chairman), Mrs J H Whitehouse (Vice-Chairman), Mrs D Borton, M Colling, K Faulkner, P Gode, Mrs A Grigg, F Maclaine, Mrs M Sartin, D Stallan and M Woollard

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<p><b>PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND</b></p>
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**1. MINUTES (Pages 5 - 12)**

**Decisions required:**

To confirm the minutes of the meeting of the Committee held on 10 November 2005.

**2. APOLOGIES FOR ABSENCE**

**3. SUBSTITUTE MEMBERS**

(Head of Research and Democratic Services). To report the appointment of any substitute members for the meeting.

**4. DECLARATIONS OF INTEREST**

(Head of Research and Democratic Services). 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.

## **5. WORK PROGRAMME MONITORING (Pages 13 - 22)**

### **(a) Standing Panels**

At its last meeting on 10 November 2005, the Committee agreed a change to the reporting process for the reports of the Standing Panel Chairmen. It was agreed that for this and future meetings, Chairman be only requested to report on meetings that had taken place since the previous meeting of this Committee. In this instance the 10 November 2005. This was to ensure that reports focused on new information which had not been reported elsewhere in the agenda or at previous meetings.

Accordingly, the Chairmen of those Panels that have met during this cycle have been invited to update the Committee. They are:

<b>Standing Panel</b>	<b>Chairman</b>
E- Government and Information and Communication Technology	Councillor F Maclaine
Housing	Councillor S Murray
Environmental and Planning Services	Councillor D Stallan

### **(b) Task and Finish Panels**

The OSC also agreed that the Chairmen of the Task and Finish Panels be invited only to report on significant items not covered elsewhere in the agenda. The Chairman of these Panels are requested to consider this new requirement to determine whether they need to report to this OSC.

### **(c) Updated Overview and Scrutiny Work Programme**

The updated Overview and Scrutiny Work Programme provides information on the current work of all Panels and is attached for information.

## **6. REPORT OF TASK AND FINISH PANEL ON THE LOCAL AREA AGREEMENT FOR ESSEX (Pages 23 - 38)**

(Chairman of the Task and Finish Panel on the Local Area Agreement for Essex). To consider the attached report.

**7. MONITORING ARRANGEMENTS FOR THE LEISURE MANAGEMENT CONTRACT - REPORT OF TASK AND FINISH PANEL ON EXTERNALLY FUNDED LEISURE SERVICES AND YOUTH PROVISION (Pages 39 - 58)**

(Chairman of Task and Finish Panel on Externally Funded Leisure Services and Youth Provision). To consider the attached report.

**8. REVIEW OF CONTRACT STANDING ORDERS - REPORT OF STANDING PANEL ON CONSTITUTIONAL AFFAIRS (Pages 59 - 94)**

(Chairman of Standing Panel on Constitutional Affairs). To consider the attached report.

**9. PARKING IN RESIDENTIAL AREAS - REPORT OF TASK AND FINISH PANEL ON REGISTER OF DEVELOPMENT PROPOSALS (Pages 95 - 106)**

(Vice – Chairman of Task and Finish Panel on Register of Development Proposals). To consider the attached report.

**10. CLEAN NEIGHBOURHOODS AND ENVIRONMENT ACT 2005 - REPORT OF ENVIRONMENTAL AND PLANNING SERVICES STANDING PANEL**

(Chairman of Environmental and Planning Services Standing Panel). To the consider the report of follow.

**11. CABINET REVIEW**

**Recommendation:**

To consider any items to be raised by the Chairman at the Cabinet meeting on 19 December 2005.

(Head of Research and Democratic Services). Under the Overview and Scrutiny rules the Committee is enabled 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 19 December 2005 Cabinet agenda (previously circulated) to see whether there are any items that they wish to be raised at the Cabinet meeting.

**12. EXCLUSION OF PRESS AND PUBLIC**

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 paragraph(s) of Part 1 of Schedule 12A of the Act indicated:

<b>Agenda Item No</b>	<b>Subject</b>	<b>Exempt Information Paragraph Number</b>
Nil	Nil	Nil

To resolve that the press and public be excluded from the meeting during the consideration of the following items which are confidential under Section 100(A)(2) of the Local Government Act 1972:

<b>Agenda Item No</b>	<b>Subject</b>
Nil	Nil

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 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.