

Overview and Scrutiny Committee
Thursday, 2nd March, 2006

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 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

PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND
MEMBERS ARE REMINDED TO BRING WITH THEM TO THE MEETING THEIR COPY
OF THE AUDIT PLAN 2006/07

1. MINUTES (Pages 5 - 12)

Decisions required:

To confirm the minutes of the meeting of the Committee held on 2 February 2006.

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 - 24)

(a) Progress Reports – Standing Panels

The following Panels have met since the last meeting of the Committee on 2 February 2006. The Chairmen of these Panels have been invited to report on the work of the meetings.

Standing Panel

Finance and Performance Management (7 February 2006)

Constitutional Affairs (20 February 2006)

Environmental and Planning Services (28 February 2006)

(b) Task and Finish Panels

Reports are required on any issues arising from these meetings that require consideration by the Committee.

(c) Updated Work Programme

The Chairmen's reports will refer to the progress made against the items for their Panel in the current OS work plan. The full updated schedule is attached.

(d) Overview and Scrutiny Work Programme 2006/07

At the next meeting of the Committee, consideration will be given to the annual report for 2005/06 and the OS work programme for next year. The annual report will highlight scrutiny achievements in this first year of the new structure and be submitted to Council in April 2006 for endorsement.

In formulating the new programme, consideration will need to be given to whether items from the current programme should be carried over for completion and new work for both Standing Panels and Task and Finish Review. It is intended that a full report on the process will be submitted to the meeting together with a draft of the new plan.

Officers have been canvassed in order to ascertain their views on what should be included in the plan.

Members have also been invited to submit requests through the Members Bulletin. To date, no items have been forwarded.

Proposals may forward new areas for review or existing commitments or objectives for which it is anticipated that scrutiny consideration could add value. For example Best Value objectives, the Council Plan and strategies or initiatives already in being.

Members and officers are reminded of the need for new items to ensure that a full programme can be formulated for next year.

6. TASK AND FINISH PANEL ON EXTERNALLY FUNDED LEISURE SERVICES AND YOUTH PROVISION

(Head of Leisure Services). To consider the report to follow.

7. AUDIT PLAN 2006-07 (Pages 25 - 26)

(Chief Internal Auditor). To consider the attached report.

8. CABINET REVIEW

Recommendation:

To consider any items to be raised by the Chairman at the Cabinet meeting on 6 March 2006.

(Head of Research and Democratic Services). Under the Overview and Scrutiny rules the Committee is enabled to scrutinise proposed decisions of the Executive. The arrangements also enable the Chairman to report on the discussions to the next available Cabinet meeting.

The Committee is asked to consider the 6 March 2006 Cabinet agenda (previously circulated) to see whether there are any items that they wished to be raised at that Cabinet meeting.

9. 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:

Agenda Item No	Subject	Exempt Information Paragraph Number
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:

Agenda Item No	Subject
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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.