

Overview and Scrutiny Committee Thursday, 6th April, 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

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

Decisions required:

To confirm the minutes of the meeting of the Committee held on 2 March 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. COUNCIL PLAN 2006-2010 (Pages 13 - 14)

(Head of Human Resources and Performance Management). To consider the attached report.

6. WORK PROGRAMME MONITORING (Pages 15 - 20)

(a) Progress reports – Standing Panels

The following Panel's have met since the last meeting of the Committee on 16 March 2006. The Chairmen of these meetings have been asked to give a short presentation on the discussions as set out below.

Standing Panel	Chairman
Planning and Environment Services (28 March 2006)	Councillor Stallan
Constitutional Affairs (27 March 2006)	Councillor Morgan

(b) 2006/07 OS Work Programme

Recommendation:

To consider and approve the attached OS Work Programme for 2006/07.

At the last meeting of the OSC, consideration was given to the OS work programme for next year. Officers have since formulated a draft plan based on the decisions made at that meeting.

The Committee is asked to approve the plan so that it is ready for the start of the new Council year.

Members will note that many of the topics in the draft programme have not yet been allocated reporting deadlines or prioritised. Each Panel will be asked to complete these tasks and approve their terms of reference at their first meeting of the year. It is intended that this information will be reported back to the Committee in due course so that it can monitor the process.

7. OVERVIEW AND SCRUTINY COMMITTEE ANNUAL REPORT 2005-06 (Pages 21 - 46)

(Head of Research and Democratic Services). To consider the attached report.

8. CABINET REVIEW

Recommendation:

To consider any items to be raised by the Chairman at the Cabinet meeting on 10 April 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 Chairman is also required to report on such discussions to the Cabinet.

The Committee is asked to consider the 10 April 2006 Cabinet agenda (previously circulated) to see whether there are any items that they wished to be raised at the 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
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.