

**EPPING FOREST DISTRICT COUNCIL
NOTES OF A MEETING OF FINANCE AND PERFORMANCE MANAGEMENT SCRUTINY
STANDING PANEL
HELD ON TUESDAY, 2 AUGUST 2005
IN COUNCIL CHAMBER, CIVIC OFFICES, HIGH STREET, EPPING
AT 7.00 - 8.45 PM**

Members Present:	J M Whitehouse (Chairman), R Chidley, K Faulkner, Mrs R Gadsby, R Goold and D Stallan
Other members present:	(none)
Apologies for Absence:	A Green
Officers Present	P Haywood (Joint Chief Executive), B Bassington (Senior Auditor), A Clear (Leisure Services), J Gilbert (Head of Environmental Services), A Hall (Head of Housing Services), D Macnab (Head of Leisure Services), R Palmer (Head of Finance), D Preston (Auditor), S Tautz (Senior Performance Management Officer), T Tidey (Head of Human Resources and Performance Management) and S G Hill (Senior Democratic Services Officer)
Also in attendance:	(none)

1. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

Noted that Councillor D Stallan was substituting for Councillor A Green.

2. DECLARATION OF INTERESTS

No interest were declared by members.

3. TERMS OF REFERENCE, WORK PROGRAMME 2005/06 AND DATES OF FUTURE MEETINGS

Work Programme noted and agreed.

Forward programme of meeting were noted as follows:

26 September 2005
8 November 2005
16 January 2006
7 February 2006
24 April 2006.

4. BEST VALUE AND LOCAL PERFORMANCE INDICATORS 2005/06 - MONITORING

Noted proposals for a number of core indicators to be monitored over the year.

The Panel suggested the inclusion of BV64 (number of non-local owned vacant dwellings returned to occupation) and LPI LIC1 (percentage of licence application processed in statutory period).

Noted that other indicators would be published in the members bulletin.

Noted that Heads of Service would be asked to come forward with plans for meeting top quartile performance. These would come to the Management Board and Portfolio Holder for agreement.

5. BEST VALUE AND LOCAL PERFORMANCE INDICATORS 2004/05 - OUTTURN

Considered in conjunction with first quarter results for 2005/06.

6. BEST VALUE AND LOCAL PERFORMANCE INDICATORS 2005/06 - QUARTER 1

Outturn 2004/05 noted. Results from First quarter noted. Oral reports were received as appropriate from Officers on performance.

7. USER FOCUS

Noted that the User Focus was part of the Audit Plan for the year. Members had before them a copy of a draft self-assessment. Noted that this would be part of the next CPA of the authority. The document incorporated work by Portfolio Holders and the Portfolio Holder Advisory Group on Consultation. The self-assessment had been scored at the 2/3 levels by officers.

The assessment was noted.

8. REPORTS TO BE MADE TO THE NEXT MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE

Noted that proposals for the Core Indicator Monitoring and the Work Programme would be reported to the next Overview and Scrutiny Committee meeting.

9. ANY OTHER BUSINESS

There was no other business.