

## **Overview and Scrutiny Committee** **Thursday, 6th July, 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](mailto:shill@eppingforestdc.gov.uk) Tel: 01992 564249

**Members:**

Councillors R Morgan (Chairman), Mrs J H Whitehouse (Vice-Chairman), D Bateman, M Cohen, M Colling, R D'Souza, Mrs H Harding, P House, G Mohindra, Mrs P Richardson and M Woollard

**PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND**

**A PRE – MEETING BRIEFING WILL BE HELD AT 7.00 PM IN COMMITTEE ROOM 1 FOR ALL MEMBERS OF THE COMMITTEE**

**1. MINUTES (Pages 7 - 14)**

**Decisions required:**

To confirm the minutes of the meeting of the Committee held on 25 May 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. ESSEX POLICE - PRESENTATION ON PROPOSED MERGER OF BEDFORD, ESSEX AND HERTFORDSHIRE POLICE AREAS. (Pages 15 - 56)**

To consider the attached report and associated papers.

**6. LIAISON WITH LEADER AND PORTFOLIO HOLDERS (Pages 57 - 66)**

**Recommendation:**

To receive a presentation from the Leader of the Cabinet on the Executive Forward Plan for 2006/07(attached).

The Leader of the Cabinet, Councillor Mrs D Collins, has been invited to this meeting to present the plans of the Executive for the year ahead.

This discussion is aimed at facilitating the Committee's pre-decision scrutiny role. It will enable scrutiny to hear the views and ask questions directly of the Leader on the Cabinet Forward Programme, forward comments for consideration on specific items and consider how it can input into the work.

Members are encouraged to give advanced consideration to the Executive Plan which is attached. A meeting has been arranged for this for Members of the Committee to commence at 7.00 p.m directly before the meeting.

**7. CALL - IN OF CABINET DECISION - OVERVIEW AND SCRUTINY TASK AND FINISH PANEL REPORT - PARKING IN RESIDENTIAL AREAS (Pages 67 - 90)**

To consider the attached report and papers.

**8. WORK PROGRAMME MONITORING (Pages 91 - 98)**

**(a) Reports of Panel Chairmen**

Members may be aware that the Chairmen of the Scrutiny Panels are required to report to the Committee on the following basis:

- (i) when their Panels have completed a review in their work plan and are formally reporting their findings;

- (ii) comments arising on current Executive matters;
- (iii) to request changes to their membership, terms of reference, reporting deadlines
- (v) any other significant issue.

All Chairmen are asked to consider the above and report any relevant issues for consideration.

**(b) Updated Work Programme**

Attached.

**9. CHAIRMANSHIP OF THE CUSTOMER SERVICES AND ICT STANDING PANEL**

**Recommendation:**

The Committee is asked to nominate and confirm a new Chairman for the Customer Services and ICT Standing Panel.

Following the May 2006 meeting of the Overview and Scrutiny Committee Councillor Mrs Rush, (in her absence) was nominated and confirmed as the Chairman of the Customer Services and ICT Standing Panel. Having consulted her since, she has declined the chairmanship due to other pressures on her time.

**10. DRAFT COUNCIL PLAN 2006 -10**

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

**11. TASK AND FINISH PANELS - TERMS OF REFERENCE AND WORK PROGRAMME (Pages 99 - 100)**

The Committee is also asked to determine the scope of the work to be carried out by the following Task and Finish Panels:

- (i) Leisure
- (ii) Crime and Disorder Issues
- (iii) Local Strategic Partnership
- (iv) Town Centre and Car Parks

A template on this is attached for guidance.

On 22 June 2006, the Older and Disabled Persons Task and Finish Panel held its first meeting to scope their review. The Panels proposals will be reported at the meeting for consideration.

**12. TRAVELLER ISSUES TASK AND FINISH PANEL - FINAL REPORT (Pages 101 - 108)**

(Councillor P McMillan). To consider the attached report.

**13. FUTURE ROLE OF COUNCIL - REPORT OF CONSTITUTION AND MEMBER SERVICES STANDING PANEL (Pages 109 - 132)**

(Councillor R Morgan). To consider the attached report.

**14. TASK AND FINISH GUIDANCE NOTES AND REPORT TEMPLATE (Pages 133 - 140)**

**Recommendation:**

To consider and approve the attached guidance on Task and Finish Panels and associated report template.

The Overview and Scrutiny Review Panel has requested that this draft guidance and report format be produced to enhance Task and Finish Reviews and help ensure they achieve an effective outcome. The Committee is asked to consider and comment on the documents and endorse them for implementation. Following this it is intended that the guidance notes will be issued to all Panel Chairmen and members for information.

**15. CABINET REVIEW**

**Recommendation:**

To consider any items to be raised by the Chairman at the Cabinet meeting on 10 July 2006.

(Head of Research and Democratic Services). The Committee is invited to consider the Cabinet agenda for its next meeting on 10 July 2006 meeting.

**16. EXCLUSION OF PUBLIC AND PRESS**

**Exclusion:** 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):

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

**Confidential Items Commencement:** 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 and 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.