

## **Scrutiny Task and Finish Panel Agenda**



### **Local Strategic Partnership Task and Finish Panel Wednesday, 15th November, 2006**

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

**Time:** 2.00 pm

**Democratic Services Officer:** Simon Hill - Research and Democratic Services  
Tel: 01992 564249 email: shill@eppingforestdc.gov.uk

**Members:**

Councillors Mrs M Sartin (Chairman), Mrs P Smith (Vice-Chairman), Mrs S Clapp, Mrs A Cooper, J Demetriou, Mrs J Lea, A Lee, Mrs J H Whitehouse and J M Whitehouse

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- 1. APOLOGIES FOR ABSENCE**
  - 2. 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.

- 3. MINUTES OF THE LAST MEETING (Pages 3 - 8)**

To confirm the minutes of the last meeting of the Panel (attached).

**4. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)**

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

**5. CONCLUSIONS AND REPORT (Pages 9 - 34)**

(Lead officer – J Scott/Chairman of Panel) Having heard from some of the Chairmen of the various LSP Action Groups and representatives of the Partners involved, it is now timely to review the evidence gathered to date, identify which elements of the terms of reference (attached) are still outstanding to take them forward and give consideration to the task of drawing conclusions and making a final report.

Members are reminded of the agreed process as detailed within the guidance notes (attached).

Members should also give consideration to who should be asked to prepare elements (or the entire) report.

For members information we have included within the pack all the previous notes of meetings.

**6. DATES OF FUTURE MEETINGS**

11 December 2006 - 7.30 pm CR1.