

## **Overview and Scrutiny Committee Thursday, 7th June, 2007**

**Place:** Council Chamber, Civic Offices, High Street, Epping

**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), K Angold-Stephens (Vice-Chairman), D Bateman, R Church, M Colling, R D'Souza, Mrs A Haigh, Mrs H Harding, J Hart, D Kelly, G Mohindra and Mrs P Richardson

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

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

### **WEBCASTING NOTICE**

**Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.**

**You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy and copies made available to those who request it..**

**Therefore by entering the Chamber and using the lower public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for web casting and/or training purposes. If members of the public do not wish to have their image captured they should sit in the upper council chamber public gallery area**

**If you have any queries regarding this, please contact the Senior Democratic Services Officer on 01992 564249.**

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

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

### **3. 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.

### **4. MINUTES (Pages 7 - 22)**

#### **Decisions required:**

To confirm the minutes of the meetings of the Committee held on 5 April 2007.

### **5. SCRUTINY OF LONDON UNDERGROUND LTD (Pages 23 - 42)**

#### **Recommendation:**

**(1) To receive a presentation from Simon Williams of London Underground Ltd.**

**(2) To note the attached guidance on questioning skills for OS**

Simon Williams of London Underground Ltd (LUL) will be attending the Committee to discuss their services in the District. Specifically his presentation will cover passenger demand, the station refurbishment programme, Epping Car Park proposals, the Hainault to Woodford Service and Ticket Selling Plans.

A copy of the guidance on questioning skills referred to at the Cabinet Awareness session held on 22 May 2007 is attached to facilitate this item and future evidence gathering sessions.

### **6. CRIME AND DISORDER TASK AND FINISH PANEL - INTERIM REPORT OF PANEL (Pages 43 - 66)**

(Chairman of Panel Councillor M Cohen). To consider the attached interim report of the panel.

**7. APPOINTMENT OF MEMBERSHIP OF STANDING PANELS (Pages 67 - 68)****Decisions required:**

(1) To appoint members to the following Standing Panels in accordance with pro rata in the proportions shown below:

<b>Standing Panels</b>	<b>Appointments to places required:</b>
<b>Housing</b>	<b>Cons: 6 Lib Dem: 2 LRA: 1 Independents : 1 BNP: 1</b>
<b>Constitutional and Member Services</b>	<b>Cons: 6 Lib Dem: 2 LRA: 1 Independents: 1 BNP: 1</b>
<b>Finance and Performance Management</b>	<b>Cons: 6 Lib Dem: 2 LRA: 1 Independents: 1 BNP: 1</b>
<b>Environment and Planning</b>	<b>Cons: 6 Lib Dem: 2 LRA: 1 Independents: 1 BNP: 1</b>

(2) To consider requests for appointments to Standing Panels by non affiliated members; and

(3) To appoint a Chairman and Vice Chairman to the following Standing Panels:

<b>Standing Panels</b>	<b>Appointments required:</b>
<b>Housing</b>	<b>Chairman: Vice Chairman:</b>
<b>Constitutional and Member Services</b>	<b>Chairman: Vice Chairman:</b>
<b>Finance and Performance Management</b>	<b>Chairman: Vice Chairman:</b>
<b>Environment and Planning</b>	<b>Chairman: Vice Chairman:</b>

1. (Head of Research and Democratic Services). The Council has agreed that pro rata apply to Overview and Scrutiny Standing Panels only. The Overview and Scrutiny rules provide that the memberships must reflect pro rata requirements and the lowest number of members required to achieve cross-party representation whilst allowing the inclusion of members who are not members of a political group or are not members of the Overview and Scrutiny Committee. This year the Standing Panels should have **11**

members.

2. The Committee are asked to make appointments to Standing Panels in accordance with the Overview and Scrutiny Procedure rules.

3. Nominations to Chairman and Vice Chairman of these Panels are excluded from the calculation required under the Council's protocol regarding allocation of Chairman and Vice-Chairman positions between the political groups.

4. Nominations to the Panels which may be submitted up until the day of the meeting were sought through the Members Bulletin and officer liaison with the Group Leaders. A list of the proposals submitted to date is attached. Those outstanding will be circulated for consideration at the meeting.

## 8. **APPOINTMENT OF MEMBERSHIP OF TASK AND FINISH PANELS (Pages 69 - 70)**

### **Decisions Required:**

**(1) To appoint members to the following Task and Finish Panels in accordance with Overview and Scrutiny procedure rules:**

<b>Panel</b>	<b>Requests to be considered</b>
(1) Crime and Disorder	Crime and Disorder Act 1998 Government Review and Recommendations
(2) Leisure Services	(1) Future Management of Waltham Abbey Sports Centre  (2) Feasibility of alternative delivery of the Arts in the District  (3) Monitoring of Youth Initiative Scheme
(3) Provision of Value for Money in Planning Services	(1) Success of action to reduce backlog of planning applications  (2) Improvements in performance  (3) Ways of increasing the effectiveness of Value for Money Analysis for 2005/06 and future years
(4) Town Centre and Car Parks	(1) Future Development of Town Centres in the District; and  (2) Anti – Social Behaviour in Car Parks.

**(2) To appoint a Chairman and Vice Chairman to the Task and Finish Panels**

1. (Head of Research and Democratic Services). The Committee are asked to consider appointments to Task and Finish Panels. The Overview and Scrutiny Co-ordinating Committee has reviewed the requests for reviews and has determined that six Task and Finish Panel Reviews should be undertaken. These are outlined above.

2. The Overview and Scrutiny Rules state that 'Task and Finish' Scrutiny Panels shall be flexible as to the number of Councillors appointed to membership. There is no restriction on the numbers appointed.

3. Any Councillor may be a member of a 'Task and Finish' Scrutiny Panel, save that a member of the Cabinet may not be a member of any Panel which bears directly on his or her portfolio. Additionally no 'Task and Finish' Scrutiny Panel can be comprised of members of a single political group only.

4. It is a requirement of the procedure rules that a Chairman and Vice - Chairman should be appointed to each Panel.

5. Nomination to the Panels which may be submitted up until the day of the meeting were sought through the Members Bulletin and officer liaison with the Group Leaders. A list of the proposals submitted to date is attached. Those outstanding will be circulated for consideration at the meeting.

**9. WORK PROGRAMME MONITORING (Pages 71 - 82)**

The Committee are asked to note the attached updated schedule.

**10. CABINET AGENDA - 11 JUNE 2007**

**Recommendations:**

**(1) To consider the Cabinet agenda for 11 June 2007; and**

**(2) To note that any issues raised will be reported by the Chairman for consideration at the Cabinet meeting**

Members are reminded to bring with them to the meeting their copy of the Cabinet agenda.

**11. 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.