

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



### **Provision of Value for Money within Planning Services Task and Finish Panel Tuesday, 23rd October, 2007**

**Place:** Committee Room 1, Civic Offices, High Street, Epping

**Time:** 7.30 pm

**Democratic Services  
Officer:** Zoe Folley ext 4532  
email: zfolley@eppingforestdc.gov.uk

**Members:**

Councillors Mrs L Wagland (Chairman), R Bassett, M Colling, R Frankel, D Jacobs, A Lee, P McMillan, G Mohindra, R Morgan, Mrs P Richardson and H Ulkun

---

**1. APOLOGIES FOR ABSENCE**

**2. 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.

**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. TERMS OF REFERENCE (Pages 3 - 10)**

The Panel is asked to formulate a terms of reference for its work for submission to the next OSC for endorsement. Draft proposals are attached for consideration.

Also attached is guidance notes and the OS request form for this review. The Panel is asked to give consideration to these documents.

**5. WORK PROGRAMME**

Having set a Terms of Reference, the Panel is now asked to draw up its work programme with reporting deadlines for each item.

**6. ANY OTHER BUSINESS**

**7. DATE OF NEXT MEETING**

To agree a forward programme of meetings for this Panel