

Scrutiny Standing Panel Agenda



Constitution and Members Services Scrutiny Standing Panel Monday, 12th January, 2009

Place: Committee Room 1

Time: 7.30 pm

Democratic Services Officer: I Willett - The Office of the Chief Executive
Tel: 01992 564243 Email: iwillett@eppingforestdc.gov.uk

Members:

Councillors Mrs M McEwen (Chairman), R Morgan (Vice-Chairman), Mrs P Brooks, J Demetriou, Ms J Hedges, J Markham, J Philip, B Rolfe, Mrs M Sartin, D Stallan and Mrs J H Whitehouse

A BRIEFING FOR THE CHAIRMAN OF THE PANEL WILL BE HELD AT
7.00 PM PRIOR TO THE MEETING

1. APOLOGIES FOR ABSENCE

2. NOTES OF THE LAST MEETING (Pages 5 - 12)

The notes of the last meeting held on 4 December 2008, are attached.

3. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

(Assistant to the Chief Executive) To report the appointment of any substitute members for the meeting.

4. DECLARATION OF INTERESTS

(Assistant to the Chief Executive). 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. TERMS OF REFERENCE / WORK PROGRAMME (Pages 13 - 16)

(Chairman/Lead Officer) The Overview and Scrutiny Committee has agreed the Terms of Reference of this Panel and associated Work Programme. This is attached. The Panel are asked at each meeting to review both documents.

The OSC is about to formulate next years OS work plan incorporating a programme for this Panel. In view of this, the Panel may wish to bring forward suggestions/ideas on topics for inclusion in its work programme for next year.

6. MEMBER TRAINING PROGRAMME 2009/10 (Pages 17 - 44)

1. (Assistant to the Chief Executive) To consider the attached report.

7. ANNUAL REVIEW OF CONTRACT STANDING ORDERS (Pages 45 - 48)

1. (Assistant to the Chief Executive) To consider the attached report.

8. ANNUAL REVIEW OF FINANCIAL REGULATIONS (Pages 49 - 52)

1. (Assistant to the Chief Executive) To consider the attached report.

9. REVIEW OF OVERVIEW & SCRUTINY (Pages 53 - 54)

1. (Assistant to the Chief Executive) To carry out a scoping exercise on the proposed review of Overview and Scrutiny.
2. At its meeting on 6 November 2008 (Minute 43 (a)), the Overview & Scrutiny Committee asked this Panel to carry out a review of the Council's overview and scrutiny function. It was stipulated that the review should be completed by the end of the current Council year.
3. It is suggested that this meeting should be used to determine the scope of the review. One element will need to be the changes made to OSC under the 2007 Act and the forthcoming legislation.
4. A letter dated 5.12.08 (attached) was sent to all members of the Council inviting suggestions on the topics to be reviewed. Any received are attached.

10. MINISTRY OF JUSTICE CONSULTATION - LOWERING OF THE VOTING AGE TO 16 (Pages 55 - 84)

1. (Assistant to the Chief Executive) To consider the attached report and consultation document.

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

To consider which reports are ready to be submitted to the Overview and Scrutiny Committee at its next meeting.

12. FUTURE MEETINGS

The next programmed meeting of the Panel will be held on 6 April 2009 at 7.30p.m. in Committee Room 1.