

Scrutiny Standing Panel Agenda



Finance and Performance Management Scrutiny Panel Tuesday, 25th August, 2009

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

Time: 7.00 pm

Democratic Services Officer: A Hendry - The Office of the Chief Executive
Tel: 01992 564246 Email: ahendry@eppingforestdc.gov.uk

Members:

Councillors D Jacobs (Chairman), G Mohindra (Vice-Chairman), K Angold-Stephens, J Collier, J Hart, J Philip, W Pryor, A Watts, Mrs L Wagland and J M Whitehouse

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1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

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

3. NOTES FROM PREVIOUS MEETING (Pages 5 - 12)

To consider and agree the notes from the meeting of the Panel held on 16 June 2009.

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 - 44)

1. (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.

2. At their meeting on 2 June 2009 the Overview and Scrutiny Committee agreed to disband the Customer Transformation Task and Finish Panel and place the remainder of their work with the Finance and Performance Management Standing Scrutiny Panel. The Task and Finish Panel's end report is attached for information. The Cabinet at their meeting in February 2009 agreed the recommendations with the proviso at (3) that:

“(1) That, given the increasing importance of the Council's Website for communication, information and electronic interactions, the level of dedicated resource to the maintenance and development of the Council's Website be increased;

(2) That a District Development Fund bid be made to fund an additional Grade 5 Website Support Officer on a three-year fixed term contract as part of the budget process for 2009/10, at an estimated cost of £25,000 per annum subject to job evaluation; and

(3) That the Task and Finish Panel on Customer Transformation be requested to reconvene and further prioritise the remaining seven recommendations of the original report.”

RECOMMENDATION:

The Panel is asked to consider where they would like to put this item within their work programme.

6. KEY PERFORMANCE INDICATORS 2009/10 - QUARTER 1 PERFORMANCE MONITORING (Pages 45 - 106)

(Deputy Chief Executive). To consider the attached report.

7. QUARTERLY FINANCIAL MONITORING (Pages 107 - 130)

(Director of Finance and ICT) To consider the attached report.

8. 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.

9. FUTURE MEETINGS

To consider the forward programme of meeting dates for the Panel.

Meetings are scheduled for:

17 November 2009;
12 January 2010;
23 February 2010; and

22 April 2010