

Scrutiny Standing Panel Agenda



Constitution and Members Services Scrutiny Standing Panel Monday, 14th September, 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), J Philip (Vice-Chairman), Mrs P Brooks, Ms J Hedges, J Knapman, J Markham, G Mohindra, R Morgan, D Stallan, Mrs M Sartin 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 of the Panel held on 29 June 2009 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 - 18)

(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. OVERVIEW AND SCRUTINY REVIEW (Pages 19 - 22)

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

7. AUDIT REVIEW - EXTERNAL ORGANISATIONS AND PARTNERSHIPS (Pages 23 - 42)

Recommendations:

- (1) To note the findings of an Internal Audit report on the protocol for external partnerships;**
- (2) To note action being taken to comply with these recommendations; and**
- (3) To consider any other matters which should be examined in relation to the protocol.**

1. (Assistant to the Chief Executive) A summary of an internal audit report about partnership working by the Council is attached as Appendix 1. The report has been accepted by the Audit & Governance Committee and the recommendations of the audit report are being implemented. Appendix 2 sets out the protocol as currently published in the Constitution.

2. The Protocol has previously been reviewed by this Panel and this may be an opportunity for members to indicate whether there are any other matters they wish to investigate.

8. LOCAL DEMOCRACY - REVIEW OF PETITIONS PROCEDURE & ELECTRONIC SYSTEM

(Senior Democratic Services Officer). To receive an oral report on the current position.

9. 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.

10. FUTURE MEETINGS

The next programmed meeting of the Panel will be held on 2 November 2009 at 7.30p.m. in Committee Room 1 and then on:

11 January 2010; and
22 March 2010