

## Scrutiny Standing Panel Agenda



### **Finance and Performance Management Scrutiny Panel Thursday, 9th September, 2010**

**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 G Mohindra (Vice-Chairman), R Cohen (Vice-Chairman), W Breare-Hall, Ms R Brookes, D Jacobs, D C Johnson, B Judd, J Philip, W Pryor, Mrs J Sutcliffe and Ms S Watson

**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. 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.

**4. MINUTES FROM THE LAST MEETING (Pages 5 - 12)**

To consider and agree the notes from the Panel held on 10 June 2010.

**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.

**6.      AVOIDABLE CONTACT (Pages 19 - 36)**

(Acting Chief Executive) To consider the attached report.

**7.      COST AND PERFORMANCE BENCHMARKING ANALYSIS 2010/11**

To receive a report from the Chairman of the Scrutiny Panel, in respect of the initial consideration of the annual Cost and Performance Benchmarking Analysis for 2010/11, by the Value for Money sub-group (Councillors Johnson, Philip, Mohindra and Mrs Watson) appointed at the last meeting.

**8.      KEY PERFORMANCE INDICATORS 2010/11 - QUARTER 1 PERFORMANCE MONITORING (Pages 37 - 120)**

(Acting Chief Executive) To consider the attached report.

**9.      SICKNESS ABSENCE (Pages 121 - 130)**

(Director of Corporate Support Services) To consider the attached report.

**10.     AUDIT COMMISSION BENEFITS INSPECTION**

(Director of Finance and ICT) Report to follow.

**11.     QUARTERLY FINANCIAL MONITORING (Pages 131 - 154)**

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

**12.     VALUE FOR MONEY AND DATA QUALITY STRATEGIES 2010-2013 (Pages 155 - 216)**

(Acting Chief Executive) To consider the attached report.

**13.     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.

**14.     FUTURE MEETINGS**

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

Meetings are scheduled for:

**Finance and Performance Management Scrutiny Panel      Thursday, 9 September 2010**

09 December 2010;  
17 January 2011; and  
10 March 2011