

Overview and Scrutiny Committee Tuesday, 31st May, 2011

Place: Council Chamber, Civic Offices, High Street, Epping

Room: Council Chamber

Time: 7.30 pm

Democratic Services Officer: Simon Hill, Senior Democratic Services Officer, The Office of the Chief Executive
email: shill@eppingforestdc.gov.uk Tel: 01992 564249

Members:

As appointed at the Annual Council Meeting on 24 May 2011.

<p>PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND</p>
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1. WEBCASTING INTRODUCTION

1. This meeting is to be webcast. Members are reminded of the need to activate their microphones before speaking.

2. The Chairman will read the following announcement:

“This meeting will be webcast live to the Internet and will be archived for later viewing. Copies of recordings may be made available on request.

By entering the chamber’s lower seating area you consenting to becoming part of the webcast.

If you wish to avoid being filmed you should move to the public gallery or speak to the webcasting officer”

2. APOLOGIES FOR ABSENCE

3. SUBSTITUTE MEMBERS

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

4. DECLARATIONS OF INTEREST

(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. MINUTES (Pages 7 - 16)**Decision Required:**

To confirm the minutes of the meeting of the Committee held on 11 April 2011 (attached).

6. KEY OBJECTIVES 2010/11 - OUT TURN REPORT (Pages 17 - 20)

(Acting Chief Executive) To consider the attached report, appendix to follow.

7. CHILDREN SERVICES TASK AND FINISH PANEL - FINAL REPORT

To note the final report from the Children Services Task and Finish Panel and to consider the recommendations made.

Report to Follow.

8. OVERVIEW AND SCRUTINY ANNUAL REPORT FOR 2010/11 (Pages 21 - 64)

(Acting Chief Executive) to consider the attached report.

9. APPOINTMENT OF MEMBERSHIP TO STANDING PANELS**Decision Required:**

(1) To appoint members to the following Standing panels in accordance with pro-rata in the proportions shown below:

Standing Panels	Appointment to places required:
Housing	Cons (7): Lib Dem (1): LRA (2): Other (1):

Constitutional and Member Services	Cons (7): Lib Dem (1): LRA (2): Other (1):
Finance and Performance Management	Cons (7): Lib Dem (1): LRA (2): Other (1):
Safer Cleaner Greener	Cons (7): Lib Dem (1): LRA (2): Other (1):
Planning Services	Cons (7): Lib Dem (1): LRA (2): Other (1):

(2) To consider requests for appointments to Standing Panels by non affiliated members; and

(3) To appoint a Chairman and a Vice Chairman to the following Standing Panels:

Standing Panels	Appointments Required:
Housing	Chairman: Vice Chairman:
Constitutional and Member Services	Chairman: Vive Chairman:
Finance and Performance Management	Chairman: Vice Chairman:
Safer, Cleaner, Greener	Chairman: Vice Chairman:
Planning Services	Chairman: Vice Chairman:

1. (Assistant to the Chief Executive). The Council has agreed that pro rata apply to Overview and Scrutiny Standing Panels only. The Overview and Scrutiny rules provide that the memberships must reflect pro rata requirements and the lowest number of members required to achieve cross-party representation whilst allowing the inclusion of members who are not members of a political group or are not members of the Overview and Scrutiny Committee. This year it has been agreed by Group Leaders that the Standing Panels should have 11 members.

2. The Committee are asked to make appointments to Standing Panels in accordance with the Overview and Scrutiny Procedure rules.
3. Nominations to Chairman and Vice Chairman of these Panels are excluded from the calculation required under the Council's protocol regarding allocation of Chairman and Vice-Chairman positions between the political groups.
4. Nominations to the Panels, which may be submitted up until the day of the meeting, were sought through officer liaison with the Group Leaders and via the Appointments Panel. A list of any nominations made ahead of the meeting will be tabled at the meeting.

10. WORK PROGRAMME MONITORING (Pages 65 - 68)

(a) To consider the attached Work Programme

The current Overview and Scrutiny Work Programme is attached for information.

(b) New Year's Work Programme

To consider any late requests to go into the new year's Work Programme.

(c) Reserve Programme

A reserve list of scrutiny topics is required to ensure that the work flow of OSC is continuous.

OSC will 'pull out' items from the list and allocate them accordingly once space becomes available in the work plan following the completion of existing reviews.

Members can put forward any further suggestions for inclusion in the reserve list either during the meeting or at a later date. A request form is attached for use.

Existing review items will be dealt with first, and then time will be allocated to the items contained in the reserve work plan.

Any space within the work plan is filled on an ongoing basis.

11. UPCOMING VISIT FROM LONDON UNDERGROUND

For the Committee to discuss the form of presentation wanted and the type of questions to be asked of the representative from London Underground. Officers are hoping to get a representative from London Underground to come to the July meeting of this Committee and speak about their proposed operational changes and about the preparations for the forthcoming Olympics and the implications for the district.

Members are asked to identify any other topic they may wish to discuss with the

representative from LUL.

12. CABINET REVIEW

RECOMMENDATION:

To consider any items to be raised by the Chairman at the Cabinet meeting on 6th June 2011.

(Assistant to the Chief Executive) Under the Overview and Scrutiny rules the Committee is required to scrutinise proposed decisions of the Executive. The Chairman is also required to report on such discussions to the Cabinet.

The Committee is asked to consider the 6 June 2011 Cabinet Agenda (previously circulated) to see whether there are any items that they wish to be raised at the Cabinet meeting.

13. EXCLUSION OF PUBLIC AND PRESS

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Confidential Items Commencement: Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers: Paragraph 8 of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject

matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.