

## Scrutiny Standing Panel Agenda



### **Finance and Performance Management Scrutiny Panel Tuesday, 19th June, 2012**

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

**Time:** 7.00 pm

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

**Members:**

As appointed by the Overview and Scrutiny Committee on 07 June 2012.

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<p><b>PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND</b></p>
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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. 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 3 - 8)**

To consider and agree the notes of the meeting held on 20 March 2012.

**5. TERMS OF REFERENCE / WORK PROGRAMME (Pages 9 - 14)**

(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. PERFORMANCE INDICATOR MEASURE AND TARGET FOR KPI 51, KPI 52 AND KPI 53 (Pages 15 - 18)**

(Director of Planning and Economic Development) To consider the attached report.

**7. KEY PERFORMANCE INDICATORS - PERFORMANCE OUTTURN 2011/12 (Pages 19 - 84)**

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

**8. EQUALITY AND DIVERSITY - PROGRESS REPORT 2011/12 (Pages 85 - 92)**

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

**9. CONSULTATION PLAN 2012/13 AND REGISTER 2011/12 (Pages 93 - 102)**

(Deputy Chief Executive) To consider the attached report.

**10. 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.

**11. FUTURE MEETINGS**

To consider the forward programme of meeting dates for the Panel. The meeting dates for the coming year are:

18 September 2012;

20 November;

21 January 2013 (joint meeting with the Finance Cabinet Committee); and

12 March.