

**Scrutiny Standing  
Panel Agenda**



**Finance and Performance Management Scrutiny Panel  
Tuesday, 20th November, 2012**

You are invited to attend the next meeting of **Finance and Performance Management Scrutiny Panel**, which will be held at:

**Council Chamber, Civic Offices, High Street, Epping  
on Tuesday, 20th November, 2012  
at 7.00 pm .**

**Glen Chipp  
Chief Executive**

**Democratic Services  
Officer**

A Hendry - The Office of the Chief Executive  
Tel: 01992 564246 Email:  
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**Members:**

Councillors A Lion (Chairman), Ms S Watson (Vice-Chairman), G Chambers, T Church, C Finn, Mrs R Gadsby, J Hart, D Jacobs, Ms H Kane, H Mann and G Mohindra

**SUBSTITUTE NOMINATION DEADLINE:**

**18:00**

- 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 - 8)**

To consider and agree the notes of the meeting held on 18 September 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. KEY PERFORMANCE INDICATORS 2012/13 - QUARTER 2 PERFORMANCE MONITORING (Pages 15 - 58)**

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

**7. VALUE FOR MONEY AND DATA QUALITY STRATEGIES 2012-13 PROGRESS REPORT (Pages 59 - 86)**

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

**8. QUARTERLY FINANCIAL MONITORING (Pages 87 - 112)**

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

**9. FEES AND CHARGES 2013/14 (Pages 113 - 124)**

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

**10. SICKNESS ABSENCE (Pages 125 - 134)**

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

**11. 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.

**12. FUTURE MEETINGS**

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

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

