

**Scrutiny Standing  
Panel Agenda**



***Housing Scrutiny Standing Panel  
Thursday, 28th June, 2012***

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

**Time:** 5.30 pm

**Democratic Services Officer:** Mark Jenkins (The Office of the Chief Executive)  
Tel: 01992 564607 Email:  
democraticservices@eppingforestdc.gov.uk

**Members:**

Councillors S Murray (Chairman), A Mitchell MBE (Vice-Chairman), K Avey, K Chana, Ms J Hart, Mrs S Jones, Ms H Kane, L Leonard, Ms G Shiell, Mrs J H Whitehouse and N Wright

**SUBSTITUTE NOMINATION DEADLINE:**

**16:30**

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**If you have any queries regarding this, please contact the Senior Democratic Services Officer on 01992 564249.**

**1. APOLOGIES FOR ABSENCE**

**2. SUBSITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)**

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

**3. NOTES OF THE LAST MEETING (Pages 3 - 6)**

To agree the notes of the last meeting of the Panel meeting held on 31 May 2012 (attached).

**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 7 - 8)**

(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. NEW SITE LICENCE CONDITIONS FOR PARK HOMES SITES (Pages 9 - 38)**

(Director of Housing) To consider the attached report.

**7. 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.

**8. FUTURE MEETINGS**

The next programmed meeting of the Panel will be on Tuesday 24 July at 5.30p.m. in Committee Room 1.