

Scrutiny Task and Finish Panel Agenda



Overview and Scrutiny Review Task and Finish Panel Thursday, 17th January, 2013

You are invited to attend the next meeting of **Overview and Scrutiny Review Task and Finish Panel**, which will be held at:

**Committee Room 1, Civic Offices, High Street, Epping
on Thursday, 17th January, 2013
at 7.00 pm .**

**Glen Chipp
Chief Executive**

**Democratic Services
Officer**

Adrian Hendry, Office of the Chief Executive
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Members:

Councillors K Angold-Stephens (Chairman), Mrs R Gadsby (Vice-Chairman), Mrs A Grigg, Mrs M Sartin, D Stallan and Mrs J H Whitehouse

THE DEADLINE FOR THE SUBMISSION OF SUBSTITUTES TO THIS MEETING IS
18:00 HOURS

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. 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.

4. NOTES FROM THE LAST MEETING (Pages 3 - 8)

To agree the notes of the meeting held on 6 December 2012.

5. OPERATIONAL ASPECTS OF OVERVIEW AND SCRUTINY

To examine and review the operational aspects of Overview and Scrutiny in relation to the Chairman and Vice Chairmen of the Overview and Scrutiny Committee, developing a relationship with the Leader of Council (OSC/Leader liaison) and the policy on appointments and political allegiance to O&S.

Report to follow.

6. CABINET LIAISON

To consider arrangements for pre-scrutiny of Cabinet business, annual Cabinet priorities, the meeting arrangements and the questioning of Portfolio Holders.

Report to follow.

7. SCRUTINY PANELS

To consider the membership and the roles of Scrutiny Panels; how progress reporting and outcomes of Panels could be achieved and the managing of Scrutiny Panel business.

Report to follow.

8. FUTURE MEETINGS

To note the next meeting has been scheduled for 14 February 2013.