

Scrutiny Task and Finish Panel Agenda



Overview and Scrutiny Review Task and Finish Panel Monday, 25th March, 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 **Monday, 25th March, 2013**
at **4.00 pm** .

Glen Chipp
Chief Executive

**Democratic Services
Officer**

A 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
15:00 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 OF THE LAST MEETING (Pages 3 - 6)

To agree the notes from the 14 February 2013 meeting.

5. TERMS OF REFERENCE (Pages 7 - 8)

The Terms of Reference for this Panel has now been agreed by the Overview and Scrutiny Committee on 29 January 2013.

A copy of the Terms of Reference is attached for information.

6. SCRUTINY TRAINING (Pages 9 - 26)

To consider the attached report and guidance notes.

7. FINANCE SCRUTINY (Pages 27 - 52)

To consider the way finance is scrutinised in the future. Attached is an I&DeA paper on Scrutiny Finance for information.

8. COMMENTS AND AGREED ACTIONS (Pages 53 - 56)

Attached are some comments from Councillor Girling on the operations of the Overview and Scrutiny Committee and also a list of actions agreed so far by this Panel for information.

9. FUTURE MEETINGS

The Panel is also due to consider the Public Profile of OSC. However, because it was considered that the discussion on the finance aspects of scrutiny would be quite detailed and take some time it was considered that a further meeting be agreed to deliberate this topic. Available dates for April will be brought to the meeting for consideration by the Panel.