

Scrutiny Task and Finish Panel Agenda



Overview and Scrutiny Review Task and Finish Panel Monday, 20th May, 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, 20th May, 2013
at 7.00 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
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. NOTES OF THE LAST MEETING (Pages 3 - 8)

To agree the notes from the 25 March 2013 meeting.

4. 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.

5. PUBLIC PROFILE AND QUESTIONS (Pages 9 - 12)

To consider the attached report.

6. WORK PROGRAMME PLANNING (Pages 13 - 20)

To consider the attached report.

7. SCRUTINY OF KPIS (Pages 21 - 26)

To consider the attached report.

8. BUDGET MONITORING BY O&S (Pages 27 - 30)

To consider the attached report.

9. TRAINING (Pages 31 - 32)

Draft Training Programme attached.

10. FURTHER CONSULTATION AND DECISION SUMMARY (Pages 33 - 42)

To consider the attached report.

11. FUTURE MEETING

The Panel is asked to consider their next meeting date. Unfortunately, the only free day for a meeting next month is Thursday, 27 June and that clashes with an Audit and Governance Committee meeting. But as that has a limited membership it should not affect the membership of this meeting.