

## **Scrutiny Task and Finish Panel Agenda**



### **Overview and Scrutiny Review Task and Finish Panel Thursday, 31st October, 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, 31st October, 2013  
at 7.00 pm .**

**Glen Chipp  
Chief Executive**

**Democratic Services  
Officer**

#### **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

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**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 - 6)**

To agree the notes from the 08 July 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. DRAFT FINAL REPORT**

A draft of the Panel's final report will follow.

**6. TERMS OF REFERENCE (Pages 7 - 8)**

For information.