

Scrutiny Panel Agenda



Finance and Performance Management Scrutiny Panel Tuesday, 11th November, 2014

You are invited to attend the next meeting of **Finance and Performance Management Scrutiny Panel**, which will be held at:

**Council Chamber, Civic Offices, High Street, Epping
on Tuesday, 11th November, 2014
at 7.00 pm .**

**Glen Chipp
Chief Executive**

**Democratic Services
Officer**

A Hendry - Directorate of Governance
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Members:

Councillors T Church (Chairman), A Mitchell MBE (Vice-Chairman), K Angold-Stephens, D Dorrell, J Knapman, H Mann, G Mohindra, H Ulkun, J M Whitehouse, Ms S Watson and Mrs E Webster

SUBSTITUTE NOMINATION DEADLINE:

18:00

- 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. 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.

4. MINUTES OF THE LAST MEETING (Pages 5 - 12)

To consider and agree the notes of the meeting held on 9 September 2014.

5. TERMS OF REFERENCE / WORK PROGRAMME (Pages 13 - 18)

(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. QUARTERLY FINANCIAL MONITORING 2014/15 - QUARTER 2 (Pages 19 - 40)

(Director of Resources) To consider the attached report.

7. KEY PERFORMANCE INDICATORS 2014/15 - QUARTER 2 PERFORMANCE (Pages 41 - 56)

(Director of Governance) To consider the attached report.

8. SICKNESS ABSENCE 2014/15 - QUARTER 1 & 2 PERFORMANCE (Pages 57 - 68)

(Director of Resources) To consider the attached report.

9. FEES AND CHARGES 2015/16 (Pages 69 - 82)

(Director of Resources) To consider the attached report.

10. DRAFT GENERAL FUND CSB AND DDF LISTS AND SAVINGS UPDATE (Pages 83 - 92)

(Director of Resources) To consider the attached report.

11. EQUALITY OBJECTIVES 2012-2016 - QUARTER 2 PROGRESS 2014/15 (Pages 93 - 104)

(Director of Governance) To consider the attached report.

12. EQUALITY INFORMATION - WORKFORCE DATA (Pages 105 - 114)

(Director of Resources) To consider the attached report.

13. EXCLUSION OF PUBLIC AND PRESS

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
14	Report on GOV002 Commercial Property - Rent Paid	3

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Confidential Items Commencement: Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers: Paragraph 8 of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.

14. COMMERCIAL PROPERTY - RENT PAID (Pages 115 - 160)

(Director of Governance) to consider the attached restricted report.

15. 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.

16. DATES OF FUTURE MEETINGS

To note the future meeting dates for the Panel:

19 January 2015 (Joint meeting with the Finance Cabinet Committee); and
10 March.