



Epping Forest District Council

SCRUTINY PANELS REVIEW TASK AND FINISH PANEL **Monday, 20th October, 2014**

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

Council Chamber, Civic Offices, High Street, Epping
on **Monday, 20th October, 2014**
at **7.00 pm** .

Glen Chipp
Chief Executive

**Democratic Services
Officer**

Stephen Tautz (01992), Governance Directorate
email: democraticservices@eppingforestdc.gov.uk Tel:
01992 564180

Members:

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

1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

(Director of Governance) To report the appointment of any substitute members for the meeting.

3. DECLARATIONS OF INTEREST

(Director of Governance). 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 PREVIOUS MEETING (Pages 3 - 4)

To agree the notes of the meeting of the Panel held on 29 September 2014.

5. TERMS OF REFERENCE AND WORK PROGRAMME (Pages 5 - 8)

The Overview and Scrutiny Committee has agreed the terms of reference of the Panel. These are attached, together with a proposed work programme for the review of the scrutiny panel structure. The Panel are asked at each meeting to review both documents.

6. SCRUTINY PANEL REVIEW - STAKEHOLDER FEEDBACK AND CONSULTATION (Pages 9 - 26)

(Director of Governance) To consider the attached report..

7. DATES OF FUTURE MEETINGS

Future meetings of the Panel will be held at 7.00pm on the following dates:

25 November 2014

20 January 2015