

# EPHING FOREST DISTRICT COUNCIL OVERVIEW AND SCRUTINY MINUTES

**Committee:** Overview and Scrutiny Committee      **Date:** Thursday, 7 June 2012

**Place:** Council Chamber, Civic Offices, High Street, Epping      **Time:** 7.30 - 8.25 pm

**Members Present:** Councillors R Morgan (Chairman, Overview and Scrutiny Committee) (Chairman) K Angold-Stephens (Vice-Chairman) Mrs R Gadsby, L Girling, D Jacobs, Ms H Kane, J Knapman, A Lion, S Murray, J Philip, Mrs M Sartin, Ms G Shiell and D Wixley

**Other Councillors:** Councillors K Avey, R Bassett, W Breare-Hall, Mrs J Lea, A Mitchell MBE, D Stallan and G Waller

**Apologies:** Councillors K Chana, P Keska, Mrs M McEwen and Mrs P Smith

**Officers Present:** D Macnab (Acting Chief Executive), J Gilbert (Director of Environment and Street Scene), S G Hill (Senior Democratic Services Officer), A Hendry (Democratic Services Officer) and M Jenkins (Democratic Services Assistant)

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## 1. WEBCASTING INTRODUCTION

The Chairman reminded everyone present that the meeting would be broadcast live to the Internet, and that the Council had adopted a protocol for the webcasting of its meetings.

## 2. SUBSTITUTE MEMBERS

It was noted that Councillor J Knapman had substituted for Councillor P Smith and that Councillor G Shiell had substituted for Councillor P Keska.

## 3. DECLARATIONS OF INTEREST

There were no declarations of interest made pursuant to the Council's Code of Member Conduct.

## 4. MINUTES

### RESOLVED:

That the minutes of the last meeting of the Committee held on 17 April 2012 be agreed.

## 5. KEY OBJECTIVES 2011/12 - OUTTURN REPORT

The Acting Chief Executive, Derek Macnab, introduced the report on progress of the Council's Key Objectives for 2011/12. The key objectives were intended to provide a clear statement of the Council's overall intentions for each year, containing specific actions and desired outcomes.

A range of Key Objectives for 2011/12 was adopted by the Cabinet in January 2011 and progress in relation to the achievement of them was reviewed by the Cabinet and this Panel on a six monthly and outturn basis.

The Committee were requested to consider outturn performance against the Key Objectives adopted for 2011/12. This report would also be considered by the Cabinet at their next meeting.

Councillor Knapman asked about the long term projects, such as the new depot at Oakwood Hill and North Weald Airport and the relocation of Council services at Langston Road. Were they still a priority? Are the projects still financially viable? Will we take stock of the current position and whether we should still go ahead with these? He was told that this was the report of the outcome over the last twelve months of the council's Key Objectives. However, a clear statement of the Council's intentions would be useful at this stage.

Councillor Lion wanted to know if the various elements of the projects could be pulled together as one project. Presently there was too much detail; Councillors only needed to know when things were going wrong. He was advised that there was some scope to do this.

Councillor Bassett shared Councillor Knapman's concern; a lot of these projects have other smaller dependent projects connected to them and their outcomes. The Council needed to review them and to judge what the end game would be.

**RESOLVED:**

- (1) That the outturn progress in relation to the Council's Key Objectives for 2011/12 was noted; and
- (2) That the Key Objectives be reviewed with the object of bringing more focus and clarity to them.

**6. OVERVIEW AND SCRUTINY ANNUAL REPORT FOR 2011/12**

The Committee received the amended annual Overview and Scrutiny Report for 2011/12 incorporating comments made at their meeting of 17 April 2012.

Councillor Murray requested that the Housing Scrutiny Panel case study to be brought up to date.

**RESOLVED:**

That the Annual Overview and Scrutiny Report for 2011/12 reporting the work undertaken during the past municipal year be agreed and submitted to the Full Council at its meeting on 31 July 2012.

**7. APPOINTMENT OF MEMBERSHIP TO STANDING PANELS**

The Committee were asked to make appointments to Standing Panels in accordance with the Overview and Scrutiny rules. The Committee were reminded that the Council had agreed pro rata applied to Standing Panels and that membership should be kept to a minimum to allow each Group to have representation. It was noted that on this

basis it had been agreed by group leaders that Panels would consist of 11 Members, including any independent member that wished to be a member of a Panel.

It was reported that nominations to Chairman and Vice Chairman to Standing Panels were excluded from the pro rata calculation rules required for such positions contained in the Council's constitution.

Councillor Murray noted that in his view, the Chairmanship of the Finance and Performance Management Standing Panel should not be held by a member of the majority group, but should go to a minority group member.

**RESOLVED:**

That the appointments to Standing Panels annexed to these minutes be adopted.

**8. APPOINTMENT OF MEMBERSHIP TO TASK AND FINISH PANELS**

The Committee were asked to consider appointments to the new Task and Finish Panel.

It was noted that any Member could be appointed to Task and Finish Panels. However Cabinet Members would not be able to serve on panels which bore directly on their Portfolio. In addition no panel could comprise of members of a single political group and restrictions on numbers did not apply.

Members were also asked to appoint a Chairman and Vice Chairman to each Panel.

The meeting had before them a tabled schedule detailing nominations.

**RESOLVED:**

That the appointments to the Task and Finish Panel annexed to these minutes be adopted.

**9. WORK PROGRAMME MONITORING**

**(a) Work Programme**

The Committee considered their work programme for the coming year. They noted that the Standing Panels would be agreeing their work programmes at their first meetings.

**O&S Work Programme**

**Item 1** – the Committee thought it better to ask LUL to attend their September or October meeting so that they could let us know how their Olympic travel plans went and what problems they had encountered.

**Item 9** – Councillor Waller asked if the County Portfolio Holder could attend to discuss the roll out of broadband connections to the district.

**Item 11** – Councillor Murray asked if the new PCC could be asked to attend one of our meetings, noting that it was unlikely that they would attend and that they were supposed to be scrutinised at County level.

**Item 16** – noted that this was connected with item 14 and it should be timetabled sooner rather than later.

Councillor Sartin would like the Pharmacy Services looked at along with the PCT if this could be arranged.

Councillor Knapman noted the County was already looking at PCT services and we did not want to repeat their exercise; we should look at what they were reviewing.

It was noted that the Council now had a representative on the County Health Scrutiny Board and we should monitor their work through them.

**Item 17** – the Committee noted that the new Highways contract had only been in place for a few months and it would be a bit early for the County Portfolio Holder to comment on the success or otherwise of the new arrangements. However, it may be more appropriate to invite county officers who at least could update us on how to contact them as there was a need to clarify communications between us and the Harlow Highway office.

**(b) New Year's Work Programme**

Noted that there were no new items for consideration.

**10. CABINET REVIEW**

The Committee considered the Cabinet agenda for their meeting to be held on 11 June 2012. Members wanted to express support for agenda item 13, the furniture exchange scheme, and would like to see it move forward.

**CHAIRMAN**

## Agreed Scrutiny Panels Membership for 2012/13

### Standing Panels

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#### Constitution and Member Services Panel

**Chairman: M Sartin**

**Vice Chairman: A Watts**

**Conservative Group:**

Mrs M McEwen, J Philip, B Rolfe, Mrs M Sartin, D Stallan, G Waller and A Watts

**Liberal Democrats Group:**

Mrs J H Whitehouse

**LRA Group:**

R Cohen; J Markham

**Other Nominations:**

R Morgan

#### Finance and Performance Management

**Chairman – A Lion**

**Vice Chairman: S Watson**

**Conservative Group:**

G Chambers, T Church, R Gadsby, J Hart, Ms H Kane, A Lion, G Mohindra and Mrs S Watson

**Liberal Democrats Group:**

D Jacobs

**LRA Group:**

C Finn, H Mann

## Housing

**Chairman – S Murray**

**Vice Chairman: A Mitchell**

**Conservative Group:**

K Avey, K Chana, Mrs S Jones, Ms H Kane, Mrs A Mitchell, Ms G Shiell and N Wright

**Liberal Democrats Group:**

Mrs J H Whitehouse

**LRA Group:**

Jennie Hart, L Leonard

**Other Nominations:**

S Murray

## Safer, Cleaner, Greener

**Chairman: J Lea**

**Vice Chairman: M Sartin**

**Conservative Group:**

K Avey, P Keska, Mrs Y Knight, Mrs J Lea, G Mohindra, Mrs M Sartin and Mrs P Smith

**Liberal Democrats Group:**

P Spencer

**LRA Group:**

T Cochrane, L Girling

**Other Nomination:**

S Murray

## Planning Services

**Chairman: J Wyatt**

**Vice-Chairman: P Keska**

**Conservative Group:**

A Boyce, G Chambers, K Chana, Mrs R Gadsby, H Kane, P Keska, B Sandler and J Wyatt

**Liberal Democrats Group:**

J M Whitehouse

**LRA Group:**

C Pond, K Angold Stephens

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## **Task and Finish Panels – 2012/13**

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### **Overview and Scrutiny Review Task and Finish Panel**

**Chairman:** Ken Angold-Stephens

**Vice-Chairman:** R Gadsby

**Conservative Group:** D Stallan, R Gadsby, A Grigg, M Sartin

**LRA:** K Angold-Stephens

**Liberal Democrats:** J H Whitehouse

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