

## **Task & Finish Panel Agenda**



### **Overview & Scrutiny Select Committee Framework Task & Finish Panel** **Monday, 21st January, 2019**

You are invited to attend the next meeting of **Overview & Scrutiny Select Committee Framework Task & Finish Panel**, which will be held at:

**Committee Room 1, Civic Offices, High Street, Epping**  
**on Monday, 21st January, 2019**  
**at 7.00 pm .**

**Derek Macnab**  
**Acting Chief Executive**

**Democratic Services**  
**Officer**

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#### **Members:**

Councillors P Bolton (Chairman), R Jennings (Vice-Chairman), G Chambers, D Dorrell, A Patel and J H Whitehouse

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#### **1. CHAIRMAN & VICE-CHAIRMAN**

To note that the Overview and Scrutiny Committee has appointed Councillor P. Bolton as Chairman of the Panel and Councillor R. Jennings as Vice-Chairman of the Panel.

#### **2. APOLOGIES FOR ABSENCE**

#### **3. TERMS OF REFERENCE**

To note the following terms of reference for the Panel that were agreed by the Overview and scrutiny Committee at its meeting on 18 December 2018:

- (a) That the Panel consider the future structure of the select committee framework to ensure that it complements the new executive portfolio and management structure of the Council, taking into consideration the options presented to the Committee at its meeting held on 29 October 2018;
- (b) That the Panel consider:
  - (i) the retention of the existing framework of four select committees;

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- (ii) the introduction of an alternative framework of four select committees aligned with the new portfolio and service structure and the responsibilities of each select committee, to present opportunities for increased efficiency and effectiveness in scrutiny activity;
  - (iii) the introduction of an alternative framework of two or three select committees aligned with the new portfolio and service structure. and the responsibilities of each select committee, to present opportunities for increased efficiency and effectiveness in scrutiny activity; and
  - (iv) any other structure arrangement considered appropriate; and
- (c) That the Panel review the terms of reference of the existing select committees in terms of relevance and consider whether these could be improved.

### **4. OVERVIEW & SCRUTINY SELECT COMMITTEE FRAMEWORK - REVIEW (Pages 3 - 10)**

To consider the attached report.

### **5. WORK PROGRAMME 2018/19 (Pages 11 - 12)**

The work programme for the Panel that was agreed by the Overview and Scrutiny Committee at its meeting on 18 December 2018, is attached as an appendix to this agenda.

### **6. ANY OTHER BUSINESS**

### **7. DATE OF NEXT MEETING**

To note that the next meeting of the Panel will be held at 7.00pm on 31 January 2019.