

## EPHING FOREST DISTRICT COUNCIL OVERVIEW AND SCRUTINY MINUTES

<b>Committee:</b>	Overview & Scrutiny Committee	<b>Date:</b>	Tuesday, 28 January 2020
<b>Place:</b>	Council Chamber, Civic Offices, High Street, Epping	<b>Time:</b>	7.30 - 9.52 pm
<b>Members Present:</b>	Councillors M Sartin (Chairman) R Jennings (Vice-Chairman) R Baldwin, P Bolton, L Burrows, S Heather, Y Knight, S Murray, S Neville, S Rackham, P Stalker, D Sunger, J H Whitehouse, D Wixley, J Share-Bernia and D Stocker		
<b>Other Councillors:</b>	Councillors N Bedford, S Kane, J Lea, A Lion, C McCredie, A Mitchell, A Patel, J Philip, C Whitbread and H Whitbread		
<b>Apologies:</b>	Councillors D Dorrell, I Hadley and G Mohindra		
<b>Officers Present:</b>	G Blakemore (Chief Executive), J Chandler (Service Director (Community & Partnership Services)), S Jevans (Interim Strategic Director), S Kits (Social Media and Customer Services Officer), J Leither (Democratic Services Officer), S Tautz (Democratic Services Manager) and G Woodhall (Democratic & Electoral Services Officer)		

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### 49. 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.

### 50. SUBSTITUTE MEMBERS

The Committee noted that the following substitutions had been made:

- (i) Cllr D Stocker for Cllr I Hadley; and
- (ii) Cllr J Share-Bernia for Cllr G Mohindra.

### 51. MINUTES

#### **Resolved:**

- (1) That the minutes of the meeting held on 19 November 2019 be taken as read and signed by the Chairman as a correct record.

### 52. DECLARATIONS OF INTEREST

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

**53. PUBLIC QUESTIONS & REQUESTS TO ADDRESS THE OVERVIEW AND SCRUTINY COMMITTEE**

The Committee noted that no public questions or requests to address the meeting had been received.

**54. EXECUTIVE DECISIONS - CALL-IN**

The Committee noted that no executive decisions had been called-in for consideration since the previous meeting.

**55. LOCAL ADULT SOCIAL CARE SERVICES - SCRUTINY OF EXTERNAL ORGANISATION**

The Democratic Services Manager introduced Ms A Green, Director for Local Delivery in West Essex, and Ms M McGrath, Director of Commissioning, from Essex County Council to the Committee.

Ms A Green informed the Committee that Essex County Council had spent £590million on Adult Social Care in 2018/19; they had supported over 17,000 adults but had also received 33,500 new requests for support. In Epping Forest alone, 1,182 people were being supported, of which the majority were elderly, across a range of support needs. The Service had been implementing a Transformation Strategy over the previous 18 months, working with other health bodies and District Councils to move towards a preventative and early intervention model, as it was felt that the level of dependency could be minimised if intervention occurred earlier. This should lead to more people being supported in their homes, but it was acknowledged that there would always be some vulnerable people who would require 24-hour care.

Ms M McGrath reported that the Service was currently working on a number of programmes. One of these programmes was working with people who were suffering from learning difficulties and autism. One challenge for people with learning difficulties was that they tended to acquire dementia at an earlier age, so the programme was focusing on trying to get such people back into employment. The Service was also developing a programme to work more closely with Carers, who were critical in providing ongoing support. The focus of this programme was keeping people in their own homes and supporting them in their own homes. Other programmes concentrated on the use of technology to support people, and some interesting pilot projects were in place, as well as supporting people with mental illness to live more fulfilled lives. The overarching aim of the Service was how to work with people on a more personal basis, and give them a degree of choice over their care.

Cllr S Neville enquired about the inter-agency work that the Service undertook, particularly in relation to people with mental health issues to support and improve their lives. Ms M McGrath explained that the Service was involved in many partnerships across Essex; the National Health Service (NHS) in particular was a key partner as they accounted for 80% of the Service's referrals. District Councils were also a key partner in respect of the provision of housing needs. Physical activity was of huge benefit to people suffering from depression and a significant grant in excess of £1million had recently been received to increase people's physical activity. Ms A Green added that the Service was determined to shift its focus from a medical model to a more social model for supporting people with mental health issues. This shift in mental health support was being supported by using the available resources in local communities.

Cllr S Murray enquired about a recent article in the Epping Forest Guardian newspaper, which stated that the proposed budget for Essex County Council in 2020/21 was looking to save £24million from activities associated with Adult Social Care, including £17.7million from services for people with learning disabilities, £1million from mental health services, and £1.2million from services for the elderly. The Councillor asked what would these budgetary savings mean in reality for service delivery?

Ms M McGrath stated that she was aware of the proposed budgetary savings, but also highlighted that the Service spent over £400million per annum to give some context. The Service was looking at how it could improve outcomes for people and, as mentioned earlier, the Service had concentrated on the latter stages in the past whereas now it was looking to intervene earlier. Similar issues were also being studied for people with mental health problems, and supporting users at home was generally less expensive for the Service to provide. It should also be noted that there were also investment opportunities for the Service alongside the budgetary savings. Ms A Green added that partnership working also helped to improve services and therefore make savings. Traditionally, the Service waited for a crisis to happen but now it could intervene earlier by working with other agencies, which was less costly and freed up resources for other users. This approach also gave a higher quality of life for users of the Service.

Cllr R Baldwin stated that he was aware of the escalating costs for Adult Social Care, as well as the increasing demand, and was pleased to see the measures being taken to reduce costs through partnership working. However, the Councillor wanted to know to what extent were the voluntary and charity sectors involved in Adult Social Care?

Ms A Green stated that there was a good track record of partnership working with the voluntary sector in the District, with a single point of access for a number of agencies in West Essex. The Service was also linked via Frontline – a voluntary sector portal for accessing services. The voluntary sector could help people to help themselves, and there would be more opportunity for involvement in the future, plus the Service could also assist with the funding of voluntary sector organisations. The Service was also working closely with Princess Alexandra Hospital in Harlow to form an integrated partnership with voluntary sector organisations.

Cllr S Rackham asked about the use of technology to contact hard-to-reach groups, and for some information on the replacement for Careline. Ms M McGrath reminded the Committee that the Service was moving towards an early intervention model which, with people living longer, would see them staying at home for longer. It was noticeable that the elderly was prepared to use technology, especially 'Alexa'-type devices and technology that was intuitive to use, which had the potential to be hugely transformative for people's lives. In respect of Careline, new providers were in the process of being procured to provide the service. Ms A Green added that many elderly people now had iPads and smart mobile phones. There were concerns that technology could replace human contact, but the Service was looking at technology to enhance the services that could be provided and used in the right circumstances.

Cllr D Wixley highlighted a case that he had been made aware of by a resident at a County Council-owned Care Home, which was being run by a third party. There were issues at the Care Home with the plumbing and heating, as well as problems with running the Care Home itself. This particular person now felt that she had made a mistake by going into a Care Home as other residents had dementia, and she felt that she could have stayed in her own home with suitable help. The Councillor enquired whether the County Council did its own inspections of Care Homes, and

added that this Council ran a number of sheltered home schemes which he hoped had no duplication with County Council facilities.

Ms A Green explained that the Care Quality Commission regulated Care Home providers, and inspection routines were published. The County Council also had its own Safeguarding & Quality Team, who worked with Care Home Providers; the County Council kept a risk profile on those providers and worked closely with them to stabilise their provision. The Service was aware that people in the past had moved into residential care too early, and more solutions were now provided to allow people to remain in their own homes for longer.

Ms M McGrath added that most provision in the future would be for people suffering from dementia, and they would make up the majority of the people residing in care facilities. The Service was keen to further develop accommodation pathways, providing care support in sheltered schemes for a number of people together. This was also an opportunity for the Service to work more closely with District Councils over sheltered housing, although it was acknowledged that sheltered housing was not as popular as it had been in the past. The Service intended to talk to District Councils about their plans for their sheltered housing schemes.

Cllr Y Knight highlighted an issue with social housing, whereby vulnerable adults were being housed in social housing with other people who had drink or drug dependencies. The Councillor wanted to know what preventative models were being put in place to prevent this happening in the future. The Leader of the Council, Cllr C Whitbread, added that he was actively engaged in this issue and had recently discussed similar concerns with a number of London Borough Councils. Cllr H Whitbread, the Housing Portfolio Holder, stated that she met regularly with other Essex Councils and knew that this was a widespread problem – especially in Harlow. Often, London Borough Councils would move their residents out of London to cheaper accommodation, without informing the host authority. Ms A Green explained that the Service was aware of this issue, and had also tried to map the level of need for social housing for vulnerable adults across the County.

Cllr R Jennings commented that the Local Government Association was currently examining the relationship between County and District Councils. Adult Social Care was traditionally a County Council responsibility, but this and other areas could be investigated for joint working. Ms M McGrath agreed, and a number of partnership working initiatives were already under way. As part of this, the Service was looking at issues being faced by both types of Council together, rather than in isolation. Ms A Green agreed that there was a huge scope for partnership working between different Councils and added that the Service was actively working with this District Council on a number of issues, including the usage of green spaces and local leisure centres.

Cllr A Patel, the Portfolio Holder for Commercial & Regulatory Services, stated that he was always looking for ways for this Council to become more involved in Adult Social Care, and welcomed any opportunity to support the County Council in caring for the District's vulnerable residents. Ms A Green stated that it was a pleasure to work with this Council, and there had been heavy joint investment at a place based level; there was a need now to shift the focus to how great our local communities were. Cllr H Whitbread, Portfolio Holder for Housing Services, reminded the Committee that a review of the Council's elderly housing was being undertaken, as there was a lower level of interest in sheltered housing schemes now than in the past.

Cllr A Lion, Portfolio Holder for Strategic Projects, informed the Committee that technology issues had been discussed by the organisations involved in the Digital

Innovation Zone, and it was found that older people were using technology and using it very well. Careline was now utilising old technology, and would be replaced by better technology which would allow people to live at home whilst also being monitored.

The Chairman thanked Ms A Green and Ms M McGrath for their presentation, and for answering the many questions from the Committee.

**Resolved:**

- (1) That the external scrutiny of Essex County Council regarding the current provision, planning, management and performance of local Adult Social Care services by the Committee be noted.

**56. CABINET BUSINESS**

The Democratic Services Manager presented the Executive's current Programme of Key Decisions for the Committee to consider.

Planning Services

Cllr J Philip, Planning Services Portfolio Holder, informed the Committee that the item on the Draft Latton Priory Masterplan would not be considered at the meeting of the Cabinet on 6 February 2020, as outstanding issues with the access road to the site were still being worked on, as requested by the Planning Inspector at the Examination in Public of the Local Plan last year. It would most likely be considered by the Cabinet on 23 April 2020.

Housing & Property Services

Cllr S Murray enquired when the papers would be available for the Stronger Communities Select Committee's review of the project scope for the review of the Council's Sheltered Housing Assets? The interim Strategic Director stated that the scoping exercise for the project brief had been completed and had been reviewed by the Stronger Place Select Committee. It was expected that the review itself, and any recommendations arising thereout, would be completed by April or May this year. Cllr Murray requested sight of the review of the project scope and this was agreed.

Customer Services

Cllr Murray also enquired whether the listed date of decision for the District Electoral Review of 1 April 2021 was accurate? Cllr C Whitbread, as Leader of the Council, stated that this review would not be undertaken until the Local Plan was completed and adopted, in order to see where the likely population growth was to be. Consequently, this item should probably be removed from the Programme.

Commercial & Regulatory Services

Cllr A Patel, as Portfolio Holder for Commercial & Regulatory Services, reported that the report on the proposed transfer of land site opportunities into the new Qualis Development Company would be submitted to the Cabinet scheduled for 26 March 2020.

Leader

Councillor J H Whitehouse enquired how far had the design of the new Leisure Centre (for Epping) progressed, and whether there would be an opportunity for the users of the current Leisure Centre to express their views on the design. Cllr C Whitbread reassured the Committee that there would be a consultation exercise, which would probably begin in the late Spring period, and Cllr J Philip added that as the St John's Road Development was referenced in the Local Plan then a Development Management Forum would also be established.

**57. OVERVIEW & SCRUTINY COMMITTEES - CO-OPTION OF MEMBERS**

The Democratic Services Manager presented a report concerning the co-option of members onto Select Committees.

The Democratic Services Manager highlighted that a draft protocol for the co-option of independent members onto Select Committees had been submitted for consideration, following the Committee's request at its last meeting. As the co-option of members to Scrutiny Committees was a constitutional issue, it had been suggested that the draft protocol should be considered by the Constitutional Working Group prior to its formal adoption. The Committee was reminded that the Members' Allowances Scheme permitted an annual allowance of £500 for co-opted independent members, and any proposed revisions to this aspect of the protocol would need to be considered by the independent and advisory Member Remuneration Panel.

Cllr J H Whitehouse felt that the draft protocol was comprehensive, but disagreed with the description of the role of co-opted members to challenge the Council; the Councillor felt that their role was to bring their expertise to the Select Committee and section 2 of the draft protocol should be revised. The Chairman welcomed the comments but felt this issue could be considered at the Constitutional Working Group.

Cllr Wixley enquired whether co-opted members would be advising the Select Committee, or form part of the Select Committee and asking questions at meetings? The Democratic Services Manager outlined the difference between a co-opted member and an independent expert, and emphasised that it was proposed to appoint co-opted members to Select Committees for a specified period of time not exceeding one municipal year. The Chairman felt that this difference was highlighted within the protocol.

**Resolved:**

- (1) That the draft protocol for the co-option of non-elected members to the Council's Overview & Scrutiny Committees be agreed, and submitted to the Constitutional Working Group for approval.

**58. LOCAL HIGH STREETS TASK & FINISH PANEL**

The Senior Democratic Services Officer presented a report on the newly established Task & Finish Panel for Local High Streets.

The Committee was informed that the following Councillors had expressed a wish to be part of the Task & Finish Panel: J Jennings; R Jennings; H Kane; H Kauffman; P Keska; D Plummer; S Rackham; C Roberts; J Share-Bernia; D Stocker; and J H Whitehouse. Cllr R Jennings nominated Cllr Share-Bernia to be Chairman of the

Panel, which was seconded by Cllr Sunger; there were no other nominations. It was also suggested that authority be delegated to the Panel to appoint a Vice-Chairman at its first meeting, which was duly agreed.

The Committee was reminded that it had to agree the Panel's Terms of Reference and Work Programme. Whilst there was no objections to the drafts of either, Cllr J H Whitehouse enquired as to why there was a deadline for the Panel's work, as this appeared pointless to the Councillor. The Democratic Services Manager explained that a Task & Finish Panel was established to deal with ad-hoc projects or reviews that were time-limited and non-cyclical with a clearly defined objective. Consequently, the draft work programme for the Panel did include an end date for reporting back to the Overview & Scrutiny Committee; however, this end date could change which did give a degree of flexibility to the Panel.

**Resolved:**

- (1) That the Terms of Reference and Work Programme be agreed for the Local High Streets Task & Finish Panel for the remainder of the 2019/20 municipal year;
- (2) That the following Councillors be appointed to membership of the Task & Finish Panel:
  - (a) J Jennings;
  - (b) R Jennings;
  - (c) H Kane;
  - (d) H Kauffman;
  - (e) P Keska;
  - (f) D Plummer;
  - (g) S Rackham;
  - (h) C Roberts;
  - (i) J Share-Bernia;
  - (j) D Stocker; and
  - (k) J H Whitehouse.
- (3) That Cllr J Share-Bernia be appointed as the Chairman of the Task & Finish Panel for the remainder of the municipal year; and
- (4) That authority be delegated to the Task & Finish Panel to appoint their Vice-Chairman at their first meeting.

**59. CORPORATE PLAN ACTION PLAN YEAR 2 - QUARTER 3 PERFORMANCE REPORT**

The Service Director for Community & Partnerships presented a report on the performance of the Corporate Plan Key Action Plan for Quarter 3 of the second year of the Plan.

The Service Director reminded the Committee that the Action Plans provided a mechanism for reporting on the Council's Key Performance Indicators and Key Programmes of Work, which highlighted the Council's overall performance against the agreed corporate objectives. This Action Plan was for Year 2 of the Corporate Plan, which covered the municipal year 2019/20. Four of the Key Programmes were amber rated, one Key Programme was red rated, and one Key Performance Indicator was currently behind schedule against its target.

The Service Director added that it was the Council Housebuilding Programme which was red rated, but there was confidence that the Programme would get back on schedule once the new Development Officer was in post. In addition, the Local Development Scheme for the Local Plan Programme had to be updated to reflect the new timetable agreed with the Planning Inspector during the Examination in Public. Adoption of the Local Plan was now expected by the end of 2020. The Key Performance Indicator for Improved Customer First Contact had improved by 4.56% since quarter 2, although it was still behind its target of 45%. It was also highlighted that the Key Performance Indicator for Increased Customer Satisfaction was now exceeding its target with a rating of 83% for Quarter 3.

Cllr Neville enquired how many customers did not actually complete the survey for the Increased Customer Satisfaction Key Performance Indicator, but the Service Director did not have the complete figures available and undertook to provide the information to the Councillor in the coming days after the meeting.

**Resolved:**

- (1) That the performance in Quarter 3 of 2019/20 for the Key Performance Indicators and Key Programmes of Work within the Corporate Plan be noted.

**60. TRANSFORMATION PROGRAMME - ACCOMMODATION STRATEGY**

The interim Strategic Director presented an update report on the Accommodation Strategy.

The interim Strategic Director reported that listed building consent for the refurbishment had been approved, with some minor planning conditions that would be managed through the works contract. A contract from the Joint Contracts Tribunal suite of contracts had been proposed. It was a standard form of contract and design responsibility would lie with the contractor. It was proposed to use a public framework to procure the contract as it complied with the OJEU procurement process; all nine contractors who had qualified through the framework would be asked if they were interested in submitting a tender for the works.

The interim Strategic Director stated that a detailed decant plan had been developed to manage how different teams would be moved into the Conder building and other offices between January and June 2020. Staff were also being encouraged to start working within their teams on the new 7 : 10 working ration in preparation for their return to the refurbished Civic Offices. The ICT Strategy was an important enabler for



the project, and this included the roll-out of Microsoft Teams to facilitate agile working.

The interim Strategic Director informed the Committee that a ‘*Change Champions*’ group had been established to ensure adequate staff engagement in the project. A Member Workshop had been held in December 2019 to present the detailed plans for the building and review the pilot scheme on the second floor of the Civic Offices. There would be a further Member Workshop to progress the designs of the existing Member space on the first floor of the Civic Offices.

Cllr R Baldwin enquired what the 7 : 10 ratio referred to, and how the decisions regarding the temporary arrangements for Member meetings, particularly the use of the Control Tower at North Weald Airfield, was arrived at? The interim Strategic Director responded that the 7 : 10 ratio referred to 7 desks being available for every 10 members of staff. In respect of the temporary arrangements for Member meetings, the Control Tower at North Weald Airfield was an option but other venues were being considered. There would be further consultation with Members before June, and arrangements would be put in place for transport to other meeting venues.

Cllr S Murray wanted an assurance that the painful lessons from going over budget when originally building the Civic Offices had been learnt for this refurbishment project. Additionally, the Councillor would like Members to be consulted over the plans for off-site Member meetings during the refurbishment period, and highlighted the importance of public access to Committee meetings as well. The Chairman added that it was particularly important for the public to be able access Planning meetings. The interim Strategic Director reassured the Committee that the Council had commissioned consultants for the tender process, and the works would be monitored very closely to ensure that the project did not exceed its budget. More detailed options for Member meetings during the refurbishment project would be presented to Councillors within the next month for consultation.

Councillor Wixley enquired whether the OJEU regulations were still applicable after the United Kingdom left the European Union, and what was the date for the next Member Workshop? Cllr J H Whitehouse also enquired about the cost of the proposed structural changes and fittings. The interim Strategic Director stated that the OJEU would still apply after the United Kingdom left the European Union, and it was a very good process to follow when procuring large contracts. The date for the next Member workshop would be circulated in the next week when it had been finalised. The cost of the structural changes to the Civic Offices was projected to be £6.6million, but the Director did not have the cost of the fittings to hand and would respond to the Councillor in the next few days.

**Resolved:**

- (1) That the current progress with the Accommodation Strategy be noted.

## **61. GROUP COMPANY STRUCTURE**

The interim Strategic Director presented a report on the progress with the establishment of the proposed Group Company structure.

The interim Strategic Director reported that the Cabinet had recently agreed the proposed approach to the development of the Council-owned land in Epping and Waltham Abbey. Qualis Commercial would undertake these development projects directly, which would provide the Council with additional capital value and a long-term revenue source. It had also been identified that it would be beneficial for the Council

to consider the sites in Epping as a package rather than individually, as this would enable greater flexibility in achieving commercially viable schemes.

The interim Strategic Director stated that a six-year business plan had been completed for the Qualis Management service company, setting out the strategy, implementation requirements, performance management and the phasing of the additional work required to create a successful management company. The Committee was reminded that the initial service to be provided through the management company was the existing repairs and maintenance service for the Council's housing stock, but additional services could be included in the future if appropriate or beneficial.

Finally, the interim Strategic Director highlighted that the key governance documents to provide the framework for control of decision making, levels of authority and powers of delegation had been completed and would be submitted to the next meeting of the Cabinet for approval. It had been proposed that the composition of the Group company board should consist of Council Officer appointees, Council Members and independent non-executives. Members had been invited to attend a workshop on 3 February 2020 to hear a presentation from the Council's legal advisors on the governance arrangements for the Group companies. The Chairman added that the Cabinet agenda had been published that afternoon.

Cllr S Murray commented that he, along with Cllr R Brookes, were accountable for the Council in his ward, and enquired what mechanism(s) had been put in place for the wider Council to influence the decisions made by the Group companies? The Chief Executive explained that the mechanism was the Shareholders Agreement, which listed every control, and this would be explained in more detail at the forthcoming Member workshop. The business cases for each company had been adopted and Qualis Management could operate within the scope of its business case, but anything outside of this scope had to be referred to the Council for a decision.

Cllr S Neville asked what measures were being implemented to keep the planning process at arm's length from the management of Qualis? The Chief Executive agreed that this was an important point and it was relevant to discuss the disclosure of interests, especially pecuniary interests. The public perception point was also important, but the issue regarding the Council progressing development opportunities already existed. Senior Officers were already in discussions with Planning Officers about this issue, and advice had also been taken; this issue would also be covered in more detail at the forthcoming Member workshop. Cllr J Philip, as Planning Services Portfolio Holder, added that Qualis Commercial would deal with sites that were already in the Local Plan, and the usual constraints would apply in these circumstances - regardless of who the developer was. The process would be very transparent.

Cllr Wixley commented that the Housing Repairs staff were originally TUPE'd to Mears, and asked if they would now be TUPE'd to Qualis? The interim Strategic Director reminded the Committee that it was only the management of the Housing Repairs Service which was outsourced to Mears, everything else remained in the ownership / employ of the Council. Thus, all of the staff in the Repairs Service were Council staff and they would TUPE'd to Qualis, but would remain in the Local Government Pension Scheme. Qualis would have its own management, but the new company would have further opportunities to invest in the service, which could bring significant benefits – including the possibility to perform additional private sector work in the future.

Referring to the earlier point concerning the declaration of interests at Planning Committee meetings, Cllr Y Knight reminded the Committee about the public perception of a pecuniary interest and that even a perceived pecuniary interest could also be subject to an investigation. The Councillor felt that this issue should be taken seriously and Members and Officers should be treated equally across the board. The Chief Executive concurred with Cllr Knight's comments.

**Resolved:**

- (1) That the progress with the activities undertaken to date to establish a Group of companies wholly owned by the Council be noted.

**62. TRANSFORMATION PROGRAMME - PEOPLE STRATEGY**

The Chief Executive updated the Committee on the current progress with the People Strategy.

The presentation from the Chief Executive covered the following elements:

- The People Strategy from 2017 – 20;
- The five streams in the Strategy;
- Developing Leadership – Management Accountability;
- The Common Operating Model;
- The recruitment completed to date;
- Developing skills and capacity – essential management skills;
- The People Strategy financial outcomes; and
- Possible future elements for the new People Strategy.

**Resolved:**

- (1) That the update on progress with the People Strategy be noted.

**63. OVERVIEW & SCRUTINY COMMITTEE - WORK PROGRAMME**

The Democratic Services Manager presented the Overview & Scrutiny Work Programme for 2019/20, including the Reserve List.

Cllr Neville felt the Council should be more insistent that external organisations attend meetings of the Overview & Scrutiny Committee to be properly scrutinised. The Democratic Services Manager reminded the Committee that it was sometimes easier to procure attendance for a Member Briefing rather than at a formal meeting of the Committee. Cllr Neville stated that this worried him as it gave the impression that these organisations did not want to be properly scrutinised; the Chairman felt that this was an issue that should continue to be monitored in the future.

**Resolved:**

- (1) That the current Overview & Scrutiny Work Programme for 2019/20 be noted.

**64. SELECT COMMITTEES - WORK PROGRAMME**

Cllr Y Knight introduced the Stronger Communities Select Committee Work Programme for 2019/20, and reported that everything was currently on schedule. Cllr Knight stated that she would prefer future meetings of the Select Committee to be held before the meetings of the Overview & Scrutiny Committee, so more timely updates on the Select Committee's work could be given to the Committee. The

Chairman reminded the Committee that the Annual Calendar of Council Meetings for 2020/21 would be considered by the Council next month and this issue could be considered then.

Cllr Murray requested that a report be submitted to the next meeting of the Stronger Communities Select Committee regarding the Community Safety Partnership Annual Report. Cllr Murray was concerned at some of the figures contained within it, and was very concerned about the casualty figures for Epping Forest, which appeared to be the highest in Essex; the Councillor was simply looking for an explanation.

Cllr D Sunger introduced the Stronger Place Select Committee Work Programme for 2019/20, and reported that items regarding the Climate Emergency and Older People's Services had been added to the Work Programme.

Cllr P Bolton introduced the Stronger Council Select Committee Work Programme for 2019/20, and stated that there was nothing specific to report.

**Resolved:**

- (1) That the Stronger Communities Select Committee Work Programme for 2019/20 be noted;
- (2) That the Stronger Council Select Committee Work Programme for 2019/20 be noted; and
- (3) That the Stronger Place Select Committee Work Programme for 2019/20 be noted.

**65. EXCLUSION OF PUBLIC AND PRESS**

The Committee noted that there was no business which necessitated the exclusion of the public and press from the meeting.

**66. ANY OTHER BUSINESS**

The Committee noted that the Democratic Services Manager, Mr S Tautz, would be leaving the Council at the end of the week after many years of loyal service. The Chairman asked the Committee to join her in thanking Mr Tautz for all of the assistance and support he had given during his time with the Council in Democratic Services, and wishing him well in his future endeavours.

**CHAIRMAN**