



Overview and Scrutiny Committee Tuesday, 20th October, 2015

You are invited to attend the next meeting of **Overview and Scrutiny Committee**, which will be held at:

**Council Chamber, Civic Offices, High Street, Epping
on Tuesday, 20th October, 2015
at 7.30 pm .**

**Glen Chipp
Chief Executive**

**Democratic Services
Officer**

Stephen Tautz, Democratic Services Manager, Governance
Directorate
democraticservices@eppingforestdc.gov.uk 01992 56 4249

Members:

Councillors R Morgan (Chairman), K Angold-Stephens (Vice-Chairman), N Avey, T Church, D Dorrell, L Girling, S Kane, P Keska, A Mitchell MBE, G Mohindra, S Murray, S Neville, B Rolfe, M Sartin, G Shiell, B Surtees and D Wixley

SUBSTITUTE NOMINATION DEADLINE:

18:30

PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND

PLEASE NOTE THAT THERE WILL BE A SHORT PRE-MEETING FOR ALL MEMBERS OF THE COMMITTEE STARTING AT 7P.M. IN COMMITTEE ROOM 2, SO THAT THE LINE OF QUESTIONING FOR THE PRESENTATION CAN BE DISCUSSED

1. WEBCASTING INTRODUCTION

1. This meeting is to be webcast. Members are reminded of the need to activate their microphones before speaking.

2. The Chairman will read the following announcement:

“This meeting will be webcast live to the Internet and will be archived for later viewing. Copies of recordings may be made available on request.

By entering the chamber's lower seating area you consent to becoming part of the webcast.

If you wish to avoid being filmed you should move to the public gallery or speak to the webcasting officer"

2. APOLOGIES FOR ABSENCE

3. SUBSTITUTE MEMBERS

(Assistant to the Chief Executive). To report the appointment of any substitute members for the meeting.

4. MINUTES (Pages 5 - 14)

Decisions required:

To confirm the minutes of the meetings of the Committee held on 21 July 2015.

5. DECLARATIONS OF INTEREST

(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.

6. EPPING FOREST COLLEGE - PRESENTATION

To receive a presentation from the Principal of Epping Forest College, Penny Morgan, reviewing the strategic direction of the College, its vision for the future and its relationship with the community.

7. CONSTITUTION REVIEW - OVERVIEW & SCRUTINY (Pages 15 - 36)

(Director of Governance) To consider the attached report.

8. YOUTH ENGAGEMENT REVIEW TASK AND FINISH PANEL - FINAL REPORT & RECOMMENDATIONS (Pages 37 - 44)

(Chairman of the Task & Finish Panel/Lead Officer) To consider the attached final report and recommendations of the Youth Engagement Review Task and Finish Panel.

9. CORPORATE PLAN KEY ACTION PLAN 2015/16 - QUARTERLY PROGRESS (Pages 45 - 48)

(Director of Governance) To consider the attached report.

10. MEMBER TRAINING - OVERVIEW & SCRUTINY (Pages 49 - 50)

(Director of Governance) to consider the attached report.

11. OVERVIEW & SCRUTINY WORK PROGRAMME 2015/16 - SIX-MONTH REVIEW (Pages 51 - 72)

(Director of Governance) To consider the attached report on the six-monthly work programme and a PICK Form submitted by Councillor Neville.

12. CABINET FORWARD PLAN 2015/16 - REVIEW (Pages 73 - 90)

(Director of Governance) To review the Cabinet Forward Plan (Key Decision List) in order to identify any matters where it is considered that pre-scrutiny should be undertaken or where appropriate work on the Cabinet's behalf could be undertaken by the Committee.

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 Paragraph Number	Information
Nil	Nil	Nil	

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.