

# OVERVIEW AND SCRUTINY COMMITTEE AGENDA



THE PUBLIC MAY ATTEND THIS MEETING

**Date:** Wednesday 11<sup>th</sup> March 2009

**Time:** 7.15pm

**Venue:** Council Chamber, Causeway House, Braintree

## Membership:

Councillor M. Gage (Chairman)	Cllr. A. M. Meyer
Councillor Mrs. C. Sandbrook (Vice Chairman)	Councillor R. Ramage
Councillor M. Dunn	Councillor A. F. Shelton
Councillor Dr. R. L. Evans	Councillor C. Siddall
Councillor Ms. L. B. Flint	Councillor Mrs. J. Smith
Councillor J. E. B. Gyford	Councillor F. Swallow

**Members are requested to attend this meeting, to transact the following business:-**

### 1. Apologies for Absence

### 2. Member Declarations.

- (i) To declare the existence and nature of any 'personal' or 'personal and prejudicial' interests relating to items on the agenda having regard to paragraphs 8 to 12 (inclusive) of the Code of Conduct for Members in Part 5 of the Constitution and having taken appropriate advice (where necessary) before the meeting.
- (ii) Any member with a 'personal and prejudicial' interest to indicate whether he/she intends to make representations in accordance with paragraph 12 (2) of the Code of Conduct as part of Question Time.
- (iii) To declare the existence and nature of any instruction given by or on behalf of a political group to any Councillor who is a member of that group as to how that Councillor shall speak or vote on any matter before the Committee or the application or threat to apply any sanction by the group in respect of that Councillor should

he/she speak or vote on any particular matter.

*[Note: A member with a personal and prejudicial interest must withdraw from the room or chamber whilst the item of business the subject of such prejudicial interest is being considered]*

3. **Minutes.** To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 28<sup>th</sup> January 2009 (copy previously circulated).
4. **Question Time.** (See paragraph overleaf).
5. **Programme for Members of the Cabinet to attend meetings of the Overview and Scrutiny Committee.**

The programme continues with the attendance of Cllr. Mrs. W. Schmitt the Portfolio Holder for Communities and Housing.

The format of the session will be as follows:-

\* The Portfolio Holder will give the Committee an insight as to her portfolio responsibilities, and will set out what she sees as her main work priorities for the year and how matters are progressing.

\* Members can ask questions on Portfolio Holders responsibilities and associated matters. Where the Portfolio Holder is unable to answer a particular question on the night they will provide a subsequent written response.

6. **Work Programme Item – How the Council manages significant Projects.**

To consider a set of draft recommendations in connection with this study – copy attached.

7. **Councillor Call for Action** – verbal update.

8. **Task and Finish Groups**

(i) Fees and Charges Task and Finish Group – to receive a brief verbal update from Cllr. Mrs. C. Sandbrook, the Chairman of the Group;

(iii) Bus and Railway Services in the District – Task and Finish Group – to receive a brief verbal update from Cllr. A. Shelton, the Chairman of the Group.

9. **End of Year Review**

Members of the Committee are invited to give their views on:-

- (i) whether or not the work they have undertaken as a Committee had made a difference and added value to the community;
- (ii) any learning points and issues that needed to be addressed arising from the work of the Committee.

10. **Forward Plan.** To consider the Forward Plan for the period 1st March to 30<sup>th</sup> June 2009 (copy previously circulated).
11. **Urgent Business.** To consider any matter which, in the opinion of the Chairman, should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.
12. To agree the exclusion of the public and press for the consideration of any items for the reasons set out in Part 1 of Schedule 12(A) of the Local Government Act 1972.  
*At the time of compiling the agenda there were none.*
13. **Urgent Business.** To consider any matter which, in the opinion of the Chairman, should be considered in private by reason of special circumstances (to be specified) as a matter of urgency.

S. Bore  
Scrutiny Manager

If you require any further information relating to this agenda or wish to forward your apologies for absence, please contact Steve Bore on 551414 extension 2003 or e-mail [stebo@braintree.gov.uk](mailto:stebo@braintree.gov.uk)

*The last page of this agenda is numbered (1).*

### **QUESTION TIME**

Immediately after the Minutes of the previous meeting have been approved there will be a period of up to 30 minutes when members of the public can speak about Council business or other matters of local concern. During this period, councillors who have declared a personal and prejudicial interest in any item of business on the agenda may also speak as permitted by the Council's Code of Conduct for Members . Whilst members of the public can remain to observe the whole of the public part of the meeting, councillors with a prejudicial interest must withdraw whilst the item of business in question is being considered. Members of the public wishing to speak should contact the Council's Democratic Services Section on (01376) 552525 or email [stebo@braintree.gov.uk](mailto:stebo@braintree.gov.uk) prior to the meeting.