Havering
LONDON BOROUGH

CHILDREN & LEARNING OVERVIEW & SCRUTINY SUB-COMMITTEE AGENDA

7.00 pm	Wednesday 9 September 2015	Committee Room 1- Town Hall - Town Hall

Members 9: Quorum 4

COUNCILLORS:

Gillian Ford (Chairman)	Nic Dodin	Philippa Crowder
Carol Smith (Vice-Chair)	John Glanville	John Wood
Jason Frost	Joshua Chapman	Keith Roberts

CO-OPTED MEMBERS:	**Statutory Members representing the Churches**	**Statutory Members representing parent governors**
	Phillip Grundy, Church of England	Julie Lamb, Special Schools
	Jack How, Roman Catholic Church	Emma Adams, Primary
		Lynda Rice, Secondary

Non-voting members representing local teacher unions and professional associations: Margaret Cameron (NAHT), Keith Passingham (NASUWT) and Ian Rusha (NUT)

For information about the meeting please contact:
Agatha Williams 01708 432436
agatha.williams@onesource.co.uk.

Protocol for members of the public wishing to report on meetings of the London Borough of Havering

Members of the public are entitled to report on meetings of Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law.

Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

Anyone attending a meeting is asked to advise Democratic Services staff on 01708 433076 that they wish to report on the meeting and how they wish to do so. This is to enable employees to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.

What is Overview & Scrutiny?
Each local authority is required by law to establish an overview and scrutiny function to support and scrutinise the Council's executive arrangements. Each overview and scrutiny sub-committee has its own remit as set out in the terms of reference but they each meet to consider issues of local importance.

The sub-committees have a number of key roles:

1. Providing a critical friend challenge to policy and decision makers.

2. Driving improvement in public services.

3. Holding key local partners to account.

4. Enabling the voice and concerns to the public.

The sub-committees consider issues by receiving information from, and questioning, Cabinet Members, officers and external partners to develop an understanding of proposals, policy and practices. They can then develop recommendations that they believe will improve performance, or as a response to public consultations. These are considered by the Overview and Scrutiny Board and if approved, submitted for a response to Council, Cabinet and other relevant bodies.

Sub-Committees will often establish Topic Groups to examine specific areas in much greater detail. These groups consist of a number of Members and the review period can last for anything from a few weeks to a year or more to allow the Members to comprehensively examine an issue through interviewing expert witnesses, conducting research or undertaking site visits. Once the topic group has finished its work it will send a report to the Sub-Committee that created it and will often suggest recommendations for the Overview and Scrutiny Board to pass to the Council's Executive.

Terms of Reference

The areas scrutinised by the Committee are:

- Pupil and Student Services (including the Youth Service)
- Children's Social Services
- Safeguarding
- Adult Education
- Councillor Calls for Action
- Social Inclusion

AGENDA ITEMS

1 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS

Apologies received from Isobel Cattermole.

2 DISCLOSURE OF PECUNIARY INTERESTS

Members are invited to disclose any interests in any of the items on the agenda at this point of the meeting. Members may still declare an interest in an item at any time prior to the consideration of the matter.

3 CHAIRMAN'S ANNOUNCEMENTS

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

4 MINUTES (Pages 1 - 4)

To approve as a correct record the Minutes of the meetings of the Committee held on 1 July 2015 and authorise the Chairman to sign them.

5 UPDATED STAFF STRUCTURE CHART

Revised and updated staff structure chart – to be tabled.

6 CHILDREN, ADULTS & HOUSING: LEARNING & ACHIEVEMENT (Pages 5 - 16)

Annual Complaints Report 2014/15; Complaints and Compliments;
Process Sheet attached.

7 CHILDREN, ADULTS & HOUSING: CHILDREN AND YOUNG PEOPLE'S SERVICES (Pages 17 - 36)

Annual Complaints Report 2014/15; Complaints and Compliments;
Process Sheet attached.

8 URGENT BUSINESS

To consider any other item in respect of which the Chairman is of the opinion, by reason of special circumstances which shall be specified in the minutes, that the item should be considered at the meeting as a matter of urgency.

9 DATES OF FUTURE MEETINGS

14 January 2016, 15 March 2016, 27 April 2016

Andrew Beesley
Committee Administration &
Interim Member Support Manager