



Havering

L O N D O N B O R O U G H

CHILDREN & LEARNING OVERVIEW & SCRUTINY SUB-COMMITTEE AGENDA

7.00 pm	Tuesday 8 November 2016	Town Hall
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Members 9: Quorum 4

COUNCILLORS:

Gillian Ford (Chairman)
Meg Davis (Vice-Chair)
Nic Dodin

John Glanville
Viddy Persaud
Carol Smith

Keith Roberts
Roger Westwood
John Wood

CO-OPTED MEMBERS:

Statutory Members representing the Churches

Lynne Bennett, Church of
England
Jack How, Roman Catholic
Church

Statutory Members representing parent governors

Julie Lamb, Special Schools
Suzanne Summers, Parent
governors (secondary)
Steven McCarthy, Primary
school governors

Non-voting members representing local teacher unions and professional associations:
Keith Passingham (NASUWT), Ian Rusha (NUT) and Linda Beck (National Association of
Headteachers)

**For information about the meeting please contact:
Wendy Gough 01708 432441
wendy.gough@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

(if any) - receive.

2 DISCLOSURE OF 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 - 10)

To approve as a correct record the Minutes of the meetings of the Committee held on 6 September 2016 and authorise the Chairman to sign them.

5 HEALTHWATCH ANNUAL REPORT 2015/16 (Pages 11 - 44)

The Sub-Committee are asked to note the Healthwatch Annual Report for 2015/16, as required by the *The Matters to be Addressed in Local Healthwatch Annual Reports Directions, 2013*.

6 CHILDREN AND YOUNG PEOPLE SERVICES COMPLAINT AND COMPLIMENTS ANNUAL REPORT (Pages 45 - 64)

The Sub-Committee will receive the Complaints and Compliments Annual Report which deals specifically with enquiries within the Children and Young People Service.

7 LEARNING AND ACHIEVEMENT COMPLAINT AND COMPLIMENTS ANNUAL REPORT (Pages 65 - 76)

The Sub-Committee will receive the Complaints and Compliments Annual Report which deals specifically with enquiries within the Learning and Achievement Service.

8 SPECIAL EDUCATIONAL NEED TRANSPORT

The Sub-Committee will receive a report outlining the Special Educational Need Transport together with travel training and an update on the current tender process.
(*Report to follow*)

9 PUPIL REFERRAL UNIT AND RECONFIGURATION

Officers will provide the Sub-Committee with an update on the reconfiguration of the Pupil Referral Unit. (*Report to follow*)

10 CORPORATE PERFORMANCE REPORT (QUARTER 2)

The Sub-Committee are asked to note the Corporate Performance Report for Quarter 2 of 2016/17.

11 FUTURE AGENDAS

Committee Members are invited to indicate to the Chairman, items within this Committee's terms of reference they would like to see discussed at a future meeting. Note: it is not considered appropriate for issues relating to individuals to be discussed under this provision.

12 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.

Andrew Beesley
Committee Administration &
Interim Member Support Manager