

## **OVERVIEW & SCRUTINY BOARD SUPPLEMENTARY AGENDA**

**13 October 2020**

The following report is attached for consideration and is submitted with the agreement of the Chairman as an urgent matter pursuant to Section 100B (4) of the Local Government Act 1972

**10    TOPIC GROUP UPDATE** (Pages 1 - 4)

Report attached.

**Andrew Beesley**  
**Head of Democratic Services**

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# Overview & Scrutiny Board

13 October 2020

## REPORT

**Subject Heading:**

Topic Groups Terms of Reference

**SLT Lead:**

Andrew Beesley, Head of Democratic Services and Statutory Scrutiny Officer

**Report Author and contact details:**

Anthony Clements – Principal Democratic Services Officer  
anthony.clements@onesource.co.uk

**Policy context:**

To ensure the Board's Topic Groups have a clearly defined and agreed scope.

**Financial summary:**

None

**The subject matter of this report deals with the following Council Objectives**

Communities making Havering	[X]
Places making Havering	[X]
Opportunities making Havering	[X]
Connections making Havering	[X]

### SUMMARY

At a previous meeting, Overview & Scrutiny Board agreed to establish a number of COVID-related Topic Groups. In accordance with Overview & Scrutiny Procedure Rules, the terms of reference for Topic Groups have to be confirmed by the Board. This report presents the Board with the proposed scope for the COVID-related topic groups.

## RECOMMENDATION

1. That the Board agrees the proposed scopes of Covid-19 Topic Groups 1 and 2.
2. That the Board note the position with Covid-19 Topic Group 3 Topic Group as shown below.

## REPORT DETAIL

1. Covid-19 Topic Group 1 comprises Councillor Michael White (Chairman) Philippa Crowder, Sally Miller, Nisha Patel and Darren Wise and submits the following scope for approval by the Board:

### **Focus-Review the impact of COVID on residential care homes in Havering Scope.**

Work with the private care sector and public authorities to explore the following:

- discussions with care providers and health services to understand the impact of COVID in care homes;
- Assess measures undertaken to protect the safety and well-being of individuals including residents and staff; including the provision of PPE and the COVID-testing regime

2. Covid-19 Pandemic Topic Group 2 comprises Councillors Keith Darvill (Chairman) Linda Hawthorn, Ray Morgon and Christine Smith and submits the following scope for approval:

### **Focus-Review the Council's response to COVID, focussing on its pandemic-flu plan and Command structure**

- Review the Council's flu-pandemic plan and develop an understanding of the Council's Command structure;
- Understand the relationship between the Command structure and the Borough Resilience Forum; and
- Communication roles between Command, the Resilience Forum and elected Members

3. COVID Topic Group 3 - Debt Recovery - comprises Councillor Graham Williamson (Chairman), Ray Morgon, Barry Mugglestone and Dilip Patel.

Given current Government guidelines on the collection of debt during the Covid-19 period, the topic group proposes to meet for the first time in November 2020 in order to better understand how the Council's debt recovery processes will operate going forward. A proposed scope will be brought to the Board following this meeting and its drafting by the Topic Group.

There are no timescales established as yet for the completion of the Topic Group reviews, however there will be regular reporting to the Board regarding their progress and Topic Group scoping will remain under review given the fluid nature of the pandemic and the Council's response to it.

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