



Havering

LONDON BOROUGH

INDIVIDUALS OVERVIEW & SCRUTINY COMMITTEE AGENDA

7.30 pm

**Tuesday
19 July 2011**

**Havering Town Hall,
Main Road, Romford**

Members 6: Quorum 3

COUNCILLORS:

Wendy Brice-Thompson (Chairman)
Jeffrey Brace
Pam Light
Keith Wells

Linda van den Hende (Vice-Chair)
June Alexander

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

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 committee has its own remit as set out in the terms of reference but they each meet to consider issues of local importance.

They 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 of the public.

The 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.

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 and site visits. Once the topic group has finished its work it will send a report to the Committee that created it and it will often suggest recommendations to the executive.

Terms of Reference

The areas scrutinised by the Committee are:

- Personalised services agenda
- Adult Social Care
- Diversity
- Social inclusion

AGENDA ITEMS

1 **APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS**

(if any) – received.

2 **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.

3 **DECLARATIONS OF INTEREST**

Members are invited to declare 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.

4 **MINUTES** (Pages 1 - 12)

To approve as a correct record the Minutes of the meetings held on 12 April 2011 and 15 June 2011 (special) and authorise the Chairman to sign them.

5 **LIBRARY SERVICES DVD**

Presentation on how Library Services support people with Physical and Learning Disabilities.

6 **IMPACT OF PERSONALISATION ON THE VOLUNTARY SECTOR** (Pages 13 - 20)

Overview Presentation.

7 **SCOPE OF SCRUTINY REVIEW: DAY OPPORTUNITIES FOR LEARNING DISABILITIES** (Pages 21 - 22)

The Committee are asked to approve the scope of the scrutiny review.

8 **ADULT SOCIAL CARE COMPLAINTS ANNUAL REPORT** (Pages 23 - 42)

Report attached.

9 **COMMITTEE'S WORK PROGRAMME REPORT** (Pages 43 - 46)

The Committee are asked to consider and agree the work programme for the next municipal year.

10 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.

11 URGENT BUSINESS

To consider any other items 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.

**Ian Buckmaster
Committee Administration &
Member Support Manager**