



# Havering

L O N D O N   B O R O U G H

## **TOWNS & COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE AGENDA**

<b>7.30 pm</b>	<b>Tuesday 1 July 2014</b>	<b>Town Hall, Main Road, Romford</b>
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Members 9: Quorum 4

### **COUNCILLORS:**

#### **Conservative ( 4 )**

Steven Kelly  
Frederick Thompson  
Jason Frost  
Robby Misir

#### **Residents' ( 3 )**

Linda Hawthorn  
(Vice-Chair)  
Alex Donald  
Jody Ganly

#### **UKIP (1)**

Lawrence Webb  
(Chairman)

#### **Independent Residents' ( 1 )**

Michael Deon Burton

**For information about the meeting please contact:**

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## **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:

- Regulatory Services
- Planning and Building Control
- Town Centre Strategy
- Licensing
- Leisure, arts, culture
- Housing Retained Services
- Community Safety
- Social and economic regeneration
- Parks
- Social inclusion

## **AGENDA ITEMS**

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

(if any) - receive.

### **2 COMMITTEE MEMBERSHIP**

To note the membership of the Committee

### **3 DECLARATION OF INTERESTS**

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 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.

### **5 MINUTES** (Pages 1 - 4)

To approve as a correct record the minutes of the meeting of 8 April 2014 and to authorise the Chairman to sign them.

### **6 AN INTRODUCTION TO OVERVIEW AND SCRUTINY**

The Committee is to receive a presentation on Overview and Scrutiny.

### **7 INTRODUCTORY PRESENTATIONS BY HEADS OF SERVICE**

Members are to receive presentations from Heads of Service on areas scrutinised by the Committee.

### **8 COMMITTEE WORK PROGRAMME**

The Committee is to decide on its work programme for this municipal year.

### **9 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 Manager**

