



# Havering

LONDON BOROUGH

## OVERVIEW & SCRUTINY BOARD AGENDA

**7.30 pm**

**Thursday  
27 November 2014**

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

Members 16: Quorum 5

### COUNCILLORS:

**Conservative  
(7)**

John Crowder  
Philippa Crowder  
Jason Frost  
Steven Kelly  
Robby Misir  
Dilip Patel  
Carol Smith

**Residents'  
(3)**

June Alexander  
Nic Dodin  
Ray Morgon

**East Havering  
Residents'  
(2)**

Gillian Ford  
(Chairman)  
Linda Hawthorn

**UKIP  
(1)**

Lawrence Webb (Vice-  
Chair)

**IRG  
(2)**

David Durant  
Graham Williamson

Vacancy

**For information about the meeting please contact:  
Richard Cursons 01708 432430  
richard.cursons@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.

**OVERVIEW AND SCRUTINY BOARD**

Under the Localism Act 2011 (s. 9F) each local authority is required by law to establish an overview and scrutiny function to support and scrutinise the Council's executive arrangements.

The Overview and Scrutiny Board acts as a vehicle by which the effectiveness of scrutiny is monitored and where work undertaken by themed sub-committees can be coordinated to avoid duplication and to ensure that areas of priority are being reviewed. The Board also scrutinises general management matters relating to the Council and further details are given in the terms of reference below. The Overview and Scrutiny Board has oversight of performance information submitted to the Council's executive and also leads on scrutiny of the Council budget and associated information. All requisitions or 'call-ins' of executive decisions are dealt with by the Board.

The Board is politically balanced and includes among its membership the Chairmen of the six themed Overview and Scrutiny Sub-Committees.

**Terms of Reference:**

The areas scrutinised by the Board are:

- Strategy and commissioning
- Partnerships with Business
- Customer access
- E-government and ICT
- Finance (although each committee is responsible for budget processes that affect its area of oversight)
- Human resources
- Asset Management
- Property resources
- Facilities Management
- Communications
- Democratic Services
- Social inclusion
- Councillor Call for Action

## AGENDA ITEMS

### 1 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.

### 2 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS

(if any) - receive.

### 3 DISCLOSURE OF PECUNIARY INTERESTS

Members are invited to disclose any pecuniary interest in any of the items on the agenda at this point of the meeting.

*Members may still disclose any pecuniary interest in an item at any time prior to the consideration of the matter.*

### 4 BOARD MEMBERSHIP

To note the membership of the Board.

### 5 MINUTES (Pages 1 - 18)

To approve as a correct record the minutes of the meeting of the Joint Overview & Scrutiny Committee meeting held on 8 September 2014 and of the Value Overview & Scrutiny Committee held on 18 September 2014 and to authorise the Chairman to sign them.

### 6 OVERVIEW & SCRUTINY BOARD - TERMS OF REFERENCE (Pages 19 - 26)

Report attached.

### 7 OVERVIEW & SCRUTINY BOARD - WORK PROGRAMME (Pages 27 - 30)

Report attached.

### 8 CORPORATE PERFORMANCE REPORT - QUARTER 1 2014/15 (Pages 31 - 56)

Report attached.

**9 URGENT BUSINESS**

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

**Andrew Beesley  
Committee Administration Manager**