



# Havering

L O N D O N   B O R O U G H

## OVERVIEW & SCRUTINY BOARD AGENDA

**7.30 pm**

**Wednesday  
19 August 2020**

**VIRTUAL MEETING**

Members 16: Quorum 6

### **COUNCILLORS:**

**Conservative Group  
(8)**

Philippa Crowder  
Judith Holt  
Sally Miller  
Robby Misir  
Dilip Patel  
Nisha Patel  
Christine Smith  
Michael White (Vice-Chair)

**Residents' Group  
(2)**

Ray Morgon  
Barry Mugglestone

**Upminster & Cranham  
Residents' Group  
(2)**

Linda Hawthorn  
Christopher Wilkins

**Independent Residents'  
Group  
(2)**

Natasha Summers  
Graham Williamson

**Labour Group  
(1)**

Keith Darvill

**North Havering  
Residents Group  
(1)**

Darren Wise (Chairman)

**For information about the meeting please contact:  
Richard Cursons 01708 432430  
[richard.cursons@oneSource.co.uk](mailto: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
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## **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 PROTOCOL ON THE OPERATION OF BOARD MEETINGS DURING THE COVID-19 PANDEMIC RESTRICTIONS** (Pages 1 - 4)

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

(if any) - receive.

### **4 DISCLOSURE OF INTERESTS**

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

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

### **5 MINUTES** (Pages 5 - 10)

To approve as a correct record the minutes of the meeting of the Board held on 17 June 2020 and to authorise the Chairman to sign them.

### **6 POLICY & STRATEGY DEVELOPMENT FRAMEWORK** (Pages 11 - 38)

Report and appendices attached

### **7 PRE-DECISION SCRUTINY PROTOCOL** (Pages 39 - 44)

Report and appendix attached

### **8 FORWARD PLAN** (Pages 45 - 56)

Report and appendix attached

### **9 OVERVIEW & SCRUTINY BOARD WORK PROGRAMME** (Pages 57 - 62)

Report and appendix attached

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