



Havering

LONDON BOROUGH

PEOPLE OVERVIEW & SCRUTINY SUB COMMITTEE AGENDA

7.00 pm

Tuesday
6 December 2022

Council Chamber -
Town Hall

Members 12: Quorum 4

COUNCILLORS:

Havering Residents'
Association (5)

Linda Hawthorn
Julie Wilkes
Bryan Vincent
Jacqueline McArdle
Laurance Garrard

Conservatives (4 – to be
selected from)

Ray Best
David Taylor
Christine Smith
Joshua Chapman
Jason Frost

Labour (2)

Patricia Brown
Frankie Walker

East Havering Residents'
Group (1)

Darren wise

CO-OPTED MEMBERS:

**Statutory Members
representing the Churches**

**Statutory Members
representing parent
governors**

Jack How (Roman Catholic
Church),

Julie Lamb, Special Schools

Non-voting members representing local teacher unions and professional associations:
Ian Rusha (National Union of Teachers)

For information about the meeting please contact:

Luke Phimister 01708 434619

luke.phimister@onesource.co.uk

Under the Committee Procedure Rules within the Council's Constitution the Chairman of the meeting may exercise the powers conferred upon the Mayor in relation to the conduct of full Council meetings. As such, should any member of the public interrupt proceedings, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room and may adjourn the meeting while this takes place.

Excessive noise and talking should also be kept to a minimum whilst the meeting is in progress in order that the scheduled business may proceed as planned.

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.

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

The sub-committees 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 to the public.

The sub-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. These are considered by the Overview and Scrutiny Board and if approved, submitted for a response to Council, Cabinet and other relevant bodies.

Sub-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 or undertaking site visits. Once the topic group has finished its work it will send a report to the Sub-Committee that created it and will often suggest recommendations for the Overview and Scrutiny Board to pass to the Council's Executive.

Terms of Reference

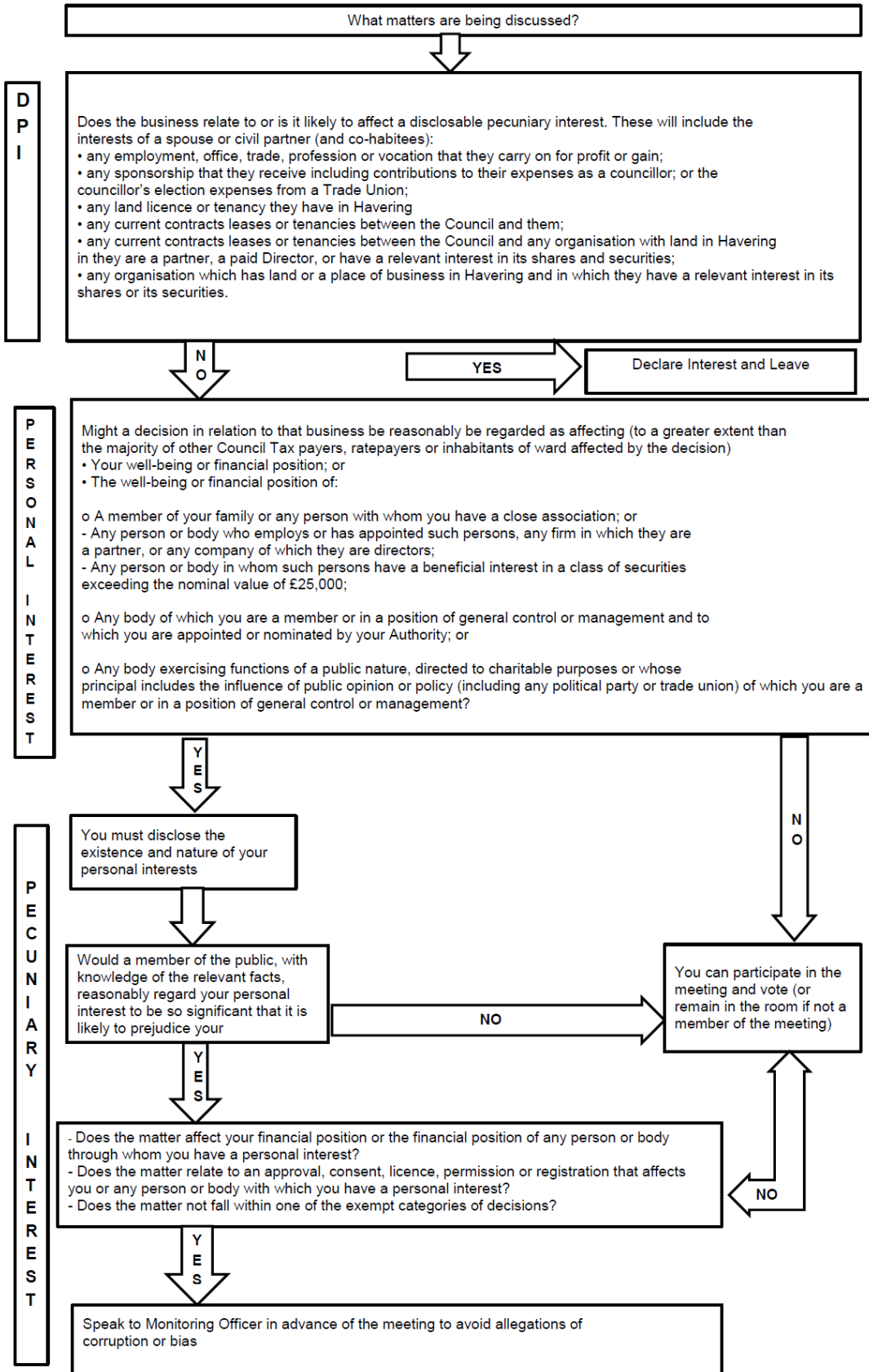
The areas scrutinised by the Committee are:

- Drug, Alcohol & sexual Services
- Health & Wellbeing
- Health O & Scrutiny
- Adult Care
- Learning and Physical Disabilities
- Employment & Skills
- Education
- Child Protection
- Youth Services

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- Fostering & Adoption Services
- Education Traded Services
- Early Years Services
- Looked after Children
- Media
- Communications
- Advertising
- Corporate Events
- Bereavement & Registration Services
- Crime & Disorder

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



AGENDA ITEMS

1 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS

To receive (if any)

2 DISCLOSURE OF INTERESTS

Members are invited to disclose 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.

3 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.

4 MINUTES (Pages 1 - 8)

To approve as a correct record the Minutes of the meetings of the Committee held on 12th July 2022 and 6th September 2022 and authorise the Chairman to sign them

5 PEOPLE OSSC TOPIC GROUP SCOPES (Pages 9 - 14)

Report and scopes attached

Zena Smith
Democratic and Election Services Manager

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Public Document Pack Agenda Item 4

MINUTES OF A MEETING OF THE PEOPLE OVERVIEW & SCRUTINY SUB COMMITTEE 12 July 2022 (7.00 - 9.16 pm)

Present:

COUNCILLORS

Conservative Group Jason Frost, Joshua Chapman, Christine Smith,
David Taylor and Ray Best

Havering Residents' Group Laurance Garrard, Linda Hawthorn and Julie Wilkes

Labour Group Frankie Walker (Vice-Chair) and Patricia Brown

East Havering Residents Group Darren Wise

Councillor Frankie Walker acted as the Chairman.

1 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised those in the Chamber what to do in case of an emergency.

2 APOLOGIES FOR ABSENCE

Apologies were received from Cllr John Wood.

Mr Ian Rusha and Ms Julie Lamb sent apologies but were present via Zoom.

Cllr Best was late to join the meeting.

3 DECLARATION OF INTERESTS

There were no disclosures of interests.

4 COMMUNITY SAFETY SERVICE UPDATE

The Sub-Committee received a presentation from the Community Safety & Intelligence Service Manager.

Members were updated on the structure of the Community Safety Team and also the crime statistics in the Borough from the previous year compared to the previous 2 years. Members noted a reduction notifiable offences in the Borough by 4% from 2019-20 and 12% compared to 2018-19 with anti-social behaviour and robbery/ theft reducing during and after the COVID-19 pandemic due to residents working from home more, however, domestic

violence and abuse increased during and after the COVID-19 pandemic. Members were updated on the Violence against Women and Girls initiative within the Borough and also the Men's only helpline, both in place to help victims come forward to report cases of domestic abuse.

Members noted the 6 priorities of the service as set out below:

- 1) Reducing violence in the Borough as it makes up 32% of all crimes in Havering.
- 2) Tackling VAWAG and domestic abuse as a wider issue
- 3) Reducing reoffending in the Borough
- 4) Tackling the rising seriousness of youth violence and exploitation
- 5) Reducing the level of crime in the Borough's Town Centres. 20% of all crimes committed are in Romford Centre, but the service are focusing on reducing crime in all Centres in the Borough.
- 6) Using communications to improve the resident's view on the safety within the Borough.

The Sub-Committee noted the revised 3 year plan will be submitted to Cabinet and Council for agreement.

The Sub-Committee made no recommendations.

5 WORK PROGRAMME DISCUSSION

Members of the Sub-Committee discussed items for the work programme for future meetings. The items raised at the meetings are listed below:

- Update on the revised CCTV decision
- Strategic direction on sufficient provision for SEN schools
- Briefing's from the Directors of Children's and Adult's
- Local Area Co-ordination
- Passenger transport
- In-borough supported living – delivered, occupied & future plans
- School places expansion programme
- Areas of scrutiny from previous Sub-Committees that have been merged

Some members raised questions regarding the terms of reference, the voting rights of co-optees and the process of submitting recommendations from the Sub-Committee to either the Overview & Scrutiny Board or Cabinet, to which officers explained that answers would be provided to members after the meeting.

As part of the discussions, Cllr Chapman wished to put forward a motion to have his items formally entered onto the work programme. The clerk explained that a formal motion was not needed as all items are submitted onto the work programme and then the Chair and fellow Sub-Committee members agree the priority and order of which items will be presented at

which future meeting. The Chairman advised members to send any further ideas for work programme items via email to the Chairman and the clerk.

Chairman

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**MINUTES OF A MEETING OF THE
PEOPLE OVERVIEW & SCRUTINY SUB COMMITTEE
Council Chamber - Town Hall
6 September 2022 (7.00 - 9.00 pm)**

Present:

COUNCILLORS

Conservative Group	Ray Best, Jason Frost (Chairman), Christine Smith and David Taylor
Havering Residents' Group	Linda Hawthorn, Bryan Vincent and Julie Wilkes
Labour Group	Patricia Brown and Frankie Walker (Vice-Chair)
East Havering Residents Group	Darren Wise

14 CHAIRMAN'S ANNOUNCEMENTS

Members were advised of the actions to be taken in case of an emergency.

15 APOLOGIES FOR ABSENCE

Apologies were received for the absence of Councillors Joshua Chapman and Laurance Garrard.

16 DISCLOSURE OF INTERESTS

There were no disclosures of interests.

17 MINUTES

Members raised comments regarding the terms of reference and decision making process has not been included in the minutes.

Therefore the minutes of the meeting held on 12th July 2022 will be revised and signed at the next meeting of the people Overview & Scrutiny Sub-Committee.

18 CHILDREN'S SERVICES ANNUAL COMPLAINTS AND COMPLIMENTS REPORT 2021-22

The Children's Services Annual Complaints report was presented to the Sub-Committee.

Members noted that 7 of the 79 SEN complaints progressed to stage 2 with none progressing to stage 3. It was explained to the Sub-Committee that the service had received 4 complaints through the ombudsmen and had received a goodwill payment.

The Sub-Committee noted there had been a high turnover with some staff at the start of their career so the service is looking at how to best support those members of staff with their caseloads. It was also noted that the MindofMyOwn app had been relaunched and the Sub-Committee was pleased to note this.

Finally the Sub-Committee noted that there had been an increase in complaints regarding delays within the Education and Health Care Plan (EHCP) process and safeguarding issues. It was explained that the Council does follow up on all safeguarding complaints and concerns.

The Sub-Committee:

- **Noted** the content of the Children's Services Annual Complaints and Compliments Report 2021-22 attached as Appendix 1.
- **Noted** the continued learning from complaints and the recognition of good practice through compliments.

19 **ADULT SOCIAL CARE COMPLAINTS AND COMPLIMENTS REPORT
2021-22**

The Sub-Committee was presented with the Adult Social Care Complaints and Compliments 2021-22 report.

Members noted there had been 74 complaints in total with 6 ombudsman referrals with 25 complaints upheld or partially upheld and 40% resulted in an apology with an explanation and 8 required a financial adjustment. Members noted that response times had improved but was still at an inadequate level.

The Sub-Committee:

- **Noted** the contents of the report with the particular challenges faced by the service during 2021-22 with the added pressures resulting from the coronavirus (COVID-19) pandemic and the continued efforts in resolving and learning from complaints.
- **Noted** the continued use of complaints as a learning tool to identify actions to improve services. The continued monitoring by the Service and the Complaints & Information Team to ensure actions are implemented to evidence the service improvements with a view to reduce similar complaints.
- **Noted** the increase in the positive feedback received by staff, during a particularly difficult period, by way of compliments received and highlighting examples of good practice.

20 **POLICE EXTRACTIONS AND RESPONSE TIMES**

The Sub-Committee was presented with the Police's extractions and response data.

Members noted that police officers were abstracted from Havering on a daily basis but there is a minimum number of officers that are needed for the Borough per shift so officers may be recalled if needed. Members noted that the neighbourhood policing service was fully staffed but the overall command strength of the borough's police was understaffed and the borough is struggling to recruit new officers but that was also a London-wide issue also.

It was explained to the Sub-Committee that 65% of calls were attended within the target time of 15 minutes and this is from the time the call is picked up by the control room. Members noted the percentage should be higher but the BCU was committed to providing a quality service. Members of the Sub-Committee also noted that abstracted teams have raised concerns but the BCU tries to spread the abstractions across all officers so the service is less affected.

The Sub-Committee **scrutinised** the data and **noted** the findings.

21 **SCHOOL EXPANSION UPDATE INCLUDING STRATEGIC DIRECTION
IN RESPONSE TO DEMAND FOR SEN PLACES**

The Sub-Committee was presented with a School Expansions Update including SEND places.

Members noted that the recent school expansions had incorporated provisions for future expansion projects where possible. Members also noted that the SEND provisions in the borough have spaces for residents over 16 and over 19 years old.

Members of the Sub-Committee suggested topic groups to be formed to investigate the SEND provisions and support for children and adults which was agreed and the scopes would be brought to the next meeting for agreement.

The Sub-Committee **agreed** the recommendation to pick up lobbying efforts to support the Borough's application to the Department for Education for a new large special school.

Chairman

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People Overview & Scrutiny Sub- Committee

6 December 2022

REPORT

Subject Heading:

Topic Group Scopes

SLT Lead:

Sandy Hamberger, Assistant Director of Policy, Performance and Community

Report Author and contact details:

Luke Phimister, Democratic Services Officer

Luke.phimister@onesource.co.uk

Policy context:

The report deals with information previously requested by the Sub-Committee.

Financial summary:

There is no significant financial impact of the report itself.

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

Communities making Havering
Places making Havering
Opportunities making Havering
Connections making Havering

[X]
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[]
[]

SUMMARY

The attached papers provide the topic group scopes for agreement by the Sub-Committee..

RECOMMENDATION

That the Sub-Committee:

- 1) Agree the scopes of the Topic Groups
- 2) Approve the topic groups to commence at the earliest possible time

REPORT DETAIL

Members of the Sub-Committee have previously requested to set-up and carry out topic groups on various areas under the People Overview & Scrutiny Sub-Committees scope. The scopes attached outline what will be investigated, who will be consulted upon and the time frame the topic group will be working to.

PEOPLE OVERVIEW AND SCRUTINY SUB-COMMITTEE

SCOPING DOCUMENT FOR ADULT SEND PROVISIONS TASK AND FINISH GROUP

MEMBERS OF THE TOPIC GROUP:

Councillor Darren Wise – East Havering Residents’ Group

Julie Lamb

Director/Head of Service: Barbara Nicholls

Objectives of Review

- To understand the current SEND and social care provisions for adults to assess their strengths and weaknesses
- Regulate and create a local authority quality assurance process and written framework for current and future SEND adult provisions to meet
- Signposting for current 16-25 provisions and employment opportunities
- Investigate current provisions for 25+ and explore the areas to improve employability opportunities
- Scrutinise Havering borough’s own delivery to modernise/update the current service model in place

Terminology

SEND- Special Education Needs and Disabilities

Target date for completion

To be determined

Expected Outcome

- Scrutiny of the current provisions and an in-depth evaluation of its strengths and weaknesses
- Improving employability opportunities and the delivery of such routes ensuring accessibility for all
- Identifying minimum standards and quality procedure- A specialised, meaningful set of activity programs for 25+ SEND residents- with person-specific requirements to help improve the quality of the services provided
- Create an action plan/recommendations for Barbara’s team to follow on with

Implementation

- Pilot scheme with local businesses to help provide opportunities and experience – paid and unpaid
- Setting standards in place and regulating/adjusting quality provisions throughout the process

Consultations and Witnesses

- Routes4Life- Open day 28th November 12pm-6pm
- Sam Saunders- sam.saunders@havering.gov.uk
- Ex-CEO Pathway to Employment- DFN Project Search (awaiting confirmation)
- Sycamore Trust hub - Romford
- Director at Routes4Life
- Barbara Nicholls or Team

Meeting Council Priorities

- Meeting SEND people's needs and special needs residents

PEOPLE OVERVIEW AND SCRUTINY SUB-COMMITTEE

SCOPING DOCUMENT FOR EHCP AND SEND PROVISION TASK AND FINISH GROUP

MEMBERS OF THE TOPIC GROUP:

Councillor Patricia Brown (Chairman)
Julie Lamb (advisory capacity)

Director/Head of Service: Robert South/ Trevor Cook

• **Objectives of Review**

- To understand the process of EHCP assessments
- To investigate the availability of ARP and Special School places within and outside the Borough
- To investigate the staffing resources in ARPs and Special Schools
- To ascertain if inspections are undertaken of ARPs and Special Schools
- To gain an understanding of the process of inspections of ARPs and Special Schools
- To gain information relating to the proposed expansion of existing Special School, the new Special School and the new ARP within the Borough

• **Target date for completion**

To be determined – Initial target date end of Summer Term 2023

• **Witnesses to be consulted-**

- Director of Children Services
- Assistant Director of Education
- Ex-Headteacher of a Special School
- Current Headteacher of a Special School
- Chair of Governors of a Special School
- Teachers/ TAs in a secondary school ARP
- Parents of SEND children
- Executives of other SEND provisions within the Borough

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