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**MINUTES OF A MEETING OF THE
OVERVIEW & SCRUTINY BOARD
Havering Town Hall, Main Road, Romford
5 July 2022 (7.30 - 9.13 pm)**

Present:

COUNCILLORS

Havering Residents Group Laurance Garrard, Gerry O’Sullivan (Chair), Philip Ruck (Vice Chair) and Natasha Summers

Conservative Group Sarah Edwards, Sarah Edwards, Jacqueline McArdle, Timothy Ryan, Christine Smith and Damian White

Labour Group Katharine Tumilty

East Havering Residents’ Group Martin Goode

The Chairman reminded Members of the action to be taken in an emergency.

1 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS

Apologies for absence were received from Councillor Mandy Anderson. Councillor Anderson did attend via Zoom.

2 DISCLOSURE OF INTERESTS

There were no disclosures of interest.

3 MINUTES

The minutes of the meetings of the Board held on 19 January 2022, 15 February 2022, and 21 March 2022 were agreed as a correct record.

4 CORPORATE RISK REGISTER

Officers summarised the Council’s Corporate Risk Register and asked the Board to scrutinise it; the Board were further invited to use their powers to consider, with the assistance of Officers, the current level of risk to which the Council was exposed and make any recommendations in connection with this.

It was explained that the risk register was assessed and reviewed regularly by the Audit Committee.

It was noted that the financial figures for Period 3 would be circulated in due course but these were not available as yet.

Discussion occurred around Red-Amber-Green (RAG) risk ratings and it was suggested that in regards to RAG ratings status changes, an update on the reason for this change was important; and that more scrutiny should be applied to those risks rated red. Officers suggested more details and an updated risk register could be brought to Members and task and finish groups could then be discussed.

Comments were made that the risk register was to be a live document and it was proposed that a task and finish group be formed on the financial aspects of the risk register. It was also suggested that a focus on a few of the higher rated risks could be prioritised so that a start could be made. The Chairman further suggested that once the information was obtained focus would be given to the areas rated as a higher risk.

Officers would seek to bring a revised and updated version of the risk register to the Board as soon as possible.

A proposal was put that task and finish groups to be established to scrutinise the red and yellow RAG rated risks on the risk register.

The vote was carried with 6 votes in favour (Councillors Edwards, Goode, McArdle, Ryan, Smith and D White) to 5 votes against (Councillors Garrard, O'Sullivan, Ruck, Summers and Tumilty).

5 LIST OF COUNCIL POLICIES

The current suite of Council Polices and Strategies was provided for Members' information and to aid consideration in regards to their future work programme.

Options for Scrutiny focus included:

- Scrutinising an existing specific Policy or Strategy
- Pre-scrutiny as Policies are reviewed during their lifecycle or new policies
- Ad hoc scrutiny of policies

It was agreed that a list would be circulated with the dates of when each policy was adopted/implemented, a date of when the policy would be reviewed, the lead officer and the content. Access to the policy library could be granted to Members via the intranet. The Board could ask either of its Sub-Committees to scrutinise policies within their respective areas.

The Board agreed to scrutinise the Council's List of Policies and select which areas it would like to add to its work programme for more detailed scrutiny work.

It was also agreed that the Board should be advised of the reasons why a decision may have become urgent and the date on which it was enacted.

6 COUNCIL'S FORWARD PLAN

Officers explained that the Council's Forward Plan detailed all planned decisions by the Council with a value in excess of £500,000 or that are likely to have a significant impact on two or more wards.

It was explained that the Board had the power to undertake pre-decision scrutiny of any of these decisions and make comments or recommendations to the decision maker, prior to any final decision being taken.

The Board was asked to therefore select any items it wished to schedule for pre-decision scrutiny or to add to its general work programme.

It was proposed that the Board should select the following items for Pre-Decision Scrutiny:

- Award of contract for Integrated Recycling, Waste Collection and Street Cleansing
- Mercury Land Holdings - update to Business Plan 2022/23
- Future CCTV Provision in Havering
- Finance review 2022/23
- Parks Strategy
- Highways Tree Maintenance Contract
- All Age Autism Strategy 2022-2025

The motion was carried with 6 votes in favour (Councillors Goode, Edwards, McArdle, Ryan, Christine Smith and D White), 4 votes against (Councillors Garrard, O'Sullivan, Ruck and Tumilty) and 1 abstention (Councillor Summers).

It was further agreed that the Board would scrutinise the Council's Forward Plan of Key Decisions and use this to inform its schedule of pre-decision scrutiny work as well as its overall work programme.

7 SCRUTINY PUBLICATIONS

Officers circulated a series of scrutiny publications that it was felt would assist Members in undertaking their role.

8 SCRUTINY BOARD AND SUB-COMMITTEE ANNUAL REPORTS

Under the Council's Constitution, the Board was required to submit to full Council, a report summarising its work and that of its Sub-Committees. The reports were attached to the agenda papers and the Board was asked to approve them for submission to full Council on 13 July.

The Board agreed to approve its annual report and those of its former Sub-Committees for submission to full Council.

Chairman