

**MINUTES OF A MEETING OF THE PEOPLE AND FAMILIES SCRUTINY
COMMITTEE HELD AT COUNTY HALL, CHELMSFORD, ON TUESDAY 11 JUNE
2013**

County Councillors:

* G Butland (Chairman	* P Honeywood
* A Bayley	R Howard
* D Blackwell	* N Hume
* R Boyce	* M McEwen
* J Chandler	* M McGeorge
* R Gadsby	* C Seagers
* T Higgins	* A Wood

Non-Elected Voting Members :

* Mr R Carson	* Rev R Jordan
Mr M Christmas	Ms M Uzzell

*present

The following Members were also present:

Councillor P Channer	Councillor V Metcalfe
Councillor D Madden	

The following officers were present in support throughout the meeting:

Robert Fox	Governance Officer
Matthew Waldie	Committee Officer

The meeting opened at 10.00 am.

1. Apologies and Substitutions

The Committee Officer reported the receipt of the following apologies:

Apologies	Substitutes
Cllr R Howard	
Mr M Christmas	--

2. Membership

Members noted the membership of the Committee as per the Appendix to the Terms of Reference, PAF/01/13.

It was particularly noted that, as the work of the Committee included schools and education, four co-opted representatives of Anglican and Roman Catholic schools and school governors were included in the membership and were able to vote on education matters.

The Chairman pointed out that the wide scope of this Committee would make it difficult for it to carry out the scrutiny process adequately.

Therefore he proposed creating three working groups, which would each concentrate on a reduced brief and report the results of its labours to the main Scrutiny Committee.

The three groups would cover:

- a) Education
- b) Children
- c) Older People.

The Committee AGREED to this proposal. The Chairman would give this further thought and bring suggested groupings to the next meeting.

3 Declarations of Interest

Members were invited to inform Officers if they had any concerns over any standing declarations and were asked to make declarations if they were in any doubt, at any point of proceedings.

4. Election of Vice Chairman

The chairman proposed Councillor Norman Hume as Vice Chairman of the Committee. This having been seconded by Councillors Seagers and Honeywood, Councillor Hume was duly elected Vice Chairman.

5. Terms of Reference

Members noted the Terms of Reference as circulated in the paper PAF/01/13:

- Children's Services and the Children's Trust
- Children's social care
- Preventative services, including the development of community budgets for families with complex needs
- Corporate Parenting
- Children's Centres and early years provision
- Youth offending
- Domestic Violence
- Schools and education
- Early years
- Transport for educational purposes
- Education welfare services
- Special Schools
- Special Education Needs provision, including specialist services in schools
- School improvement
- Youth services and careers advice
- Adult Community Learning
- Adult social care
- The support of and assistance of people with learning or physical disabilities or sensory impairment and older people and the homeless
- Safeguarding vulnerable adults

- Supporting people
- Lifetime disabilities
- Joint Commissioning and Contracting
- Support to carers

In response to a query, the Chairman confirmed that Safeguarding would be a significant issue for scrutiny.

He reminded Members that the role of the Committee was provide scrutiny; Members must ensure that they did not get involved in the actual “doing”.

6. Outstanding Items

The Committee noted those items outstanding from the two former Policy & Scrutiny committees, as set out in PAF/02/13.

It was agreed that Task & Finish Groups should be set up (or renewed, as applicable) to carry out scrutiny of the following:

Sensory Services
Carers Strategy
All Age Disability Framework
Special Educational Needs
Children’s Centres and Early Years

Reports on the remaining items will be brought before the Committee in the course of the year:

Ageing Well Task & Finish Group recommendations
Children’s Partnership Review
School Performance
Families with Complex Needs
Assessments and Reviews.

7. Future Items

Members considered other potential items for scrutiny.

The Deanes School, Thundersley. A Task & Finish Group should be set up, with a view to presenting its findings to the September meeting of the main Committee. The Committee will receive a full report on the present situation at the July meeting.

Children in Care, with particular regard to those in Care Homes. A Task & Finish Group should be set up. In response to one Member’s enquiry concerning the role of Members as visitors to homes, the Chairman pointed out that in his view visiting was not a part of scrutiny and actually compromised the scrutiny process.

Other areas that will be presented to the Committee in the course of the year:

Domestic Violence
Leaving and After Care Service
Occupational Therapy and Disabled Facilities Grant
Safeguarding

The Governance Officer will circulate details to Members, who will be invited to express their preferred areas of interest. This will enable the Chairman to provide further details at the July meeting.

8. Dates of next meetings

The Committee noted the following dates for the meetings of the main Committee:

~~11 July 2013~~ [*subsequently moved to 4 July 2013*]

12 September 2013

14 November 2013

16 January 2014

13 March 2014

8 May 2014

10 July 2014

All meetings will be held in Committee Room 1, at 10.00 am.

It was suggested that the sub-groups might meet in the alternating months.

The meeting closed at 10.46 am.

Chairman