

Governance Team

County Hall Chelmsford CM1 1LX

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Community and Older People Policy and Scrutiny Committee

Date: Thursday 13 October 2011

Time: 10:00 a.m.

Venue: Committee Room 1

(Private pre-meeting for Committee Members at 9.30am in Committee Rm. 1)

Governance Officer: Robert Fox

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Committee Officer: Graham Hughes

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Agenda

This meeting is open to the public and the press. The agenda is also available on the Essex County Council website, www.essex.gov.uk. In the 'Get Involved' box on the Home Page click on 'Council Meetings and Decisions', then on 'Committee Management Information System (CMIS)' and select 'View Committees'. Finally, scroll down the list to the relevant Committee, click the 'meetings' tab and select the date of the Committee.

Please note that an audio recording may be made of the meeting. If you have a need for documents in the following formats, large print, Braille, on disk or in alternative languages and easy read please contact the Committee Officer before the meeting takes place. If you have specific access requirements such as access to induction loops, a signer, level access or information in Braille please inform the Committee Officer before the meeting takes place. For any further information contact the Committee Officer.

The main items of business for discussion at this meeting are:

- Libraries – Target Operating Model
- Adult Community Learning – Target Operating Model
- Occupational Therapy – Implementation Review
- Performance Arrangements



Essex County Council

Part I

(Business to be taken in public)

1. Apologies and Substitution Notices

The Committee Officer to report receipt (if any).

2. Declarations of Interest

To note any declarations of interest to be made by Members.

3. Minutes

To approve as a correct record the minutes of the meeting of the Committee held on 8 September 2011 (copy attached on blue paper).

4. Libraries – Target Operating Model

To receive an update (CWOP/40/11) from Susan Carragher, Director of Libraries and Culture, on the progress on the Libraries Target Operating Model.

5. Adult Community Learning (ACL)

To receive a report (CWOP/41/11) from Danny Canning, Business Manager ACL, on the target operating model for ACL.

6. Occupational Therapy Review – Implementation review Oct 2011.

To receive a report (CWOP/42/11) from Rachel Richardson-Wright, Consultant Practitioner, Internal Standards and Governance, updating on progress made in implementing the accepted recommendations following the Occupational Therapy Service Review published in April 2011.

7. Performance Arrangements

To receive a report (CWOP/43/11) from Phil Brown, AHCW Business Partner for Performance, outlining new arrangements.

8. Forward Look

To receive a report (CWOP/44/11) that sets out the current position on the Forward Look and to note any updates.

Attached as appendices to the Forward Look are copies of draft Scoping Documents for each of the Individual Budgets review and Disabled Facilities Grants review, for consideration.

9. Dates of Future Meetings

To note that the next meeting of the Committee will be held on Wednesday 9 November 2011. **(For this month only, please note that the meeting will be held on the second Wednesday of the month)**. It is proposed that the following dates be reserved for this committee as activity days, and may comprise:

- Meetings in private
- Meetings in public
- Working groups
- Sub-Committee meetings
- Outside visits

Thursday 8 December 2011

Thursday 12 January 2012

Thursday 9 February 2012

Thursday 8 March 2012

Thursday 12 April 2012

10. Urgent Business

To consider any matter which, in the opinion of the Chairman, should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.

11. Exclusion of the Public

To consider whether the public (including the press) should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part I of Schedule 12A of the Local Government Act 1972 (exclusion is recommended for the items set out in Part II below).

PART II

(Business to be taken in private)

At the time of preparation there are no items for inclusion in this part of the agenda.

12. Urgent Business

To consider any other matter which, in the opinion of the Chairman, should be considered in private by reason of special circumstances (to be specified) as a matter of urgency.

