

**AGENDA for a meeting of the ADULT CARE SERVICES SELECT COMMITTEE in The Council Chamber, County Hall, Hertford on Thursday 12 July 2001 at 2.15 p.m.**

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**PLEASE NOTE THAT BETWEEN 10.00 A.M. - 12.00 NOON THERE WILL BE A SEMINAR FOR ALL MEMBERS ON THE WORK OF THE ADULT SERVICES COMMITTEE IN COMMITTEE ROOM 'B'. THIS WILL BE FOLLOWED BY A BUFFET LUNCH - THE MEETING PROPER WILL TAKE PLACE AT 2.15 P.M.**

**MEMBER MEETINGS (FOR MEMBERS ONLY)**

To be agreed.

**MEMBERS OF THE COMMITTEE (10) - QUORUM 4**

E N Clarke, K J Coleman (Vice-Chairman), M Downing, J Gipps, F Guest, B J Lamb, J R Morton, D A A Peek, P A Ruffles, P A Webb (Chairman)

**AGENDA**

**AUDIO SYSTEM**

The Council Chamber and Committee Room 'B' are fitted with audio systems to assist those with hearing impairment. Anyone who wishes to use this should contact Main (front) Reception.

**MINUTES**

To confirm the minutes of the meeting of the Committee held on 19 June 2001 (attached).

**PART 1 (PUBLIC) AGENDA**

Meetings of the Select Committee are open to the public (this includes the press) and attendance is welcomed. However, there may be occasions when the public are excluded from the meeting for particular items of business. Any such items are taken at the end of the public part of the meeting and are listed under "Part II ('closed') agenda".

## **PUBLIC PETITIONS (Standing Order C10)**

Any member of the public, (who is a resident in Hertfordshire or is on the electoral register for Hertfordshire) may present a petition to the Committee. An authorised representative of any Hertfordshire parish or town council subscribing to a parish charter approved by the County Council may also present a petition to the Committee in relation to matters within that parish. The subject of the petition must be appropriate for the Committee and must be signed by at least 100 residents or business ratepayers of Hertfordshire.

Notification of intent to present a petition must be given in writing to the County Secretary, (County Hall, Hertford, SG13 8DE) at least fourteen clear days before the meeting where an item relating to the subject matter of the petition does not appear on the agenda for the meeting and at least three clear days before where the item is the subject of a report. To date no petitions have been received.

If you have any queries about the procedure please contact Committee Section on telephone no. (01992) 555565.

## **QUESTIONS**

Members are able to question the relevant Executive Member(s) on matters which are not the subject of reports on the agenda. A member who wishes to ask a question shall give written notice of it to the County Secretary at least three clear working days before the meeting stating to whom the question is to be put. Written copies of the questions and answers shall be available at the meeting. Questions shall be answered orally at the meeting in the order in which notice has been received. The member asking the question may ask one supplementary question, The person responding may choose to answer such a supplementary question, or promise a written reply within seven days. The period of time allocated for questions shall not exceed ten minutes. Any questions remaining after that period has elapsed shall be answered in writing within seven days. The Chairman may, however, accept questions without notice if satisfied they are urgent. Such questions shall not count towards the allocated time limit of 10 minutes and shall be answered orally at the meeting or in writing within 7 days.

Questions relating to matters on the agenda shall be asked when that matter is discussed and may be addressed to the Chairman or to an officer, who may answer orally or may undertake to provide a written reply within seven days.

## **PROCEDURAL MATTER**

### **1. FUNCTIONS AND REMIT OF THE ADULT CARE SERVICES SELECT COMMITTEE**

Report of the County Secretary.

**2. SUPPORTING PEOPLE; MAXIMISING HOUSING BENEFIT FOR CLIENTS IN HOSTELS AND GROUP HOMES**

Report of the Director of Adult Care Services

Executive Member: Jane Pitman

**MATTERS FOR SCRUTINY:-**

**3. IMPLEMENTATION OF THE NATIONAL SERVICE FRAMEWORK - MENTAL HEALTH IN HERTFORDSHIRE**

Report of the Director of Adult Care Services

Executive Member: Jane Pitman

**4. SCRUTINY WORK PROGRAMME 2000/2001**

Report of the County Secretary in response to request from Adult Care Services Select Committee Spokesmen.

Executive Member: Jane Pitman

**ITEMS REFERRED TO THE COUNTY COUNCIL**

The Select Committee may chose to refer one or more items and the Opposition may select one item, to the Council.

**PART II ('CLOSED') AGENDA**

**EXCLUSION OF PRESS AND PUBLIC**

There are no items of Part II (Confidential) business on this agenda. If items are notified the Chairman will move:-

“That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph ... of Part 1 of Schedule 12A to the said Act.”

**Please note that full papers have been despatched to Committee members only. All other members have been sent the front sheets of each report.**

**If you require a copy of any of the reports mentioned above or require further information about this agenda please contact Peter Hull, Committee Services, County Secretary's Department, on telephone no. 01992 555565 or fax. 01992 555518**

