

NOTICE OF MEETING

HOUSING, PLANNING AND DEVELOPMENT SCRUTINY PANEL

Tuesday, 27th June, 2023, 6.30 pm - Woodside Room - George Meehan House, 294 High Road, N22 8JZ (watch the live meeting [here](#), watch the recording [here](#))

Councillors: Dawn Barnes, Mark Blake, Holly Harrison-Mullane, Tammy Hymas, Khaled Moyeed, John Bevan and Alexandra Worrell (Chair)

Quorum: 3

1. **FILMING AT MEETINGS**

Please note that this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Although we ask members of the public recording, filming or reporting on the meeting not to include the public seating areas, members of the public attending the meeting should be aware that we cannot guarantee that they will not be filmed or recorded by others attending the meeting. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on.

By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

The chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the Council.

2. **APOLOGIES FOR ABSENCE**

3. **URGENT BUSINESS**

The Chair will consider the admission of any late items of urgent business (late items will be considered under the agenda item where they appear. New items will be dealt with as noted below).

4. **DECLARATIONS OF INTEREST**

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct.

5. DEPUTATIONS/PETITIONS/PRESENTATIONS/QUESTIONS

To consider any requests received in accordance with Part 4, Section B, Paragraph 29 of the Council's Constitution.

6. MINUTES (PAGES 1 - 6)

To approve the minutes of the previous meeting.

7. MEMBERSHIP AND TERMS OF REFERENCE (PAGES 7 - 46)

To note the Membership and Terms of Reference for the Panel.

8. UPDATE ON WORKING WITH THE SOCIAL HOUSING REGULATOR

To follow

9. DAMP & MOULD UPDATE (PAGES 47 - 82)

10. HOUSING SCRUTINY - FUTURE AGENDA ITEMS

Verbal Update.

11. WORK PROGRAMME UPDATE (PAGES 83 - 86)

12. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at item 3 above.

13. DATES OF FUTURE MEETINGS

- 19 September 2023

- 14 November 2023
- 18 December 2023
- 26 February 2024

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George Meehan House, 294 High Road, Wood Green, N22 8JZ

Tuesday, 20 June 2023

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MINUTES OF MEETING Housing, Planning and Development Scrutiny Panel HELD ON Monday, 27th February, 2023, 6.40 pm

PRESENT:

Councillors: Dawn Barnes, Khaled Moyeed, Matt White (Chair) and Charles Adje

ALSO ATTENDING:

97. FILMING AT MEETINGS

The Chair referred Members present to agenda Item 1 as shown on the agenda in respect of filming at this meeting, and Members noted the information contained therein'.

98. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Blake, Cllr Harrison Mullane & Cllr Hymas.

99. URGENT BUSINESS

There were no items of urgent business

100. DECLARATIONS OF INTEREST

None

101. DEPUTATIONS/PETITIONS/PRESENTATIONS/QUESTIONS

None

102. MINUTES

RESOLVED

That the minutes of the previous meeting on 12th December 2022 were agreed as a correct record.

103. PLACEMAKING APPROACH

The Panel received a report which set out the new Placemaking approach for Haringey, the Placemaking approach to the emerging new Local Plan, and the rollout

of Wood Green Voices and similar exercises to follow elsewhere in the borough. The report was introduced by Cllr Ruth Gordon, Cabinet Member for Council House Building, Placemaking and Development, as set out in the agenda pack at pages 13-18. Peter O'Brien, AD Regeneration & Economic Development was present for this item, along with Bryce Tudball, Head of Planning Policy, Transport and Infrastructure. The following arose during the discussion of this report:

- a. The Panel sought clarification about what was being done differently in the Placemaking approach, that the authority had not done previously. It was commented that the Placemaking priorities were all well and good but they were the type of things that every authority would strive towards and that nobody would propose the opposite of what Haringey was laying out as priorities.
- b. In response, the Cabinet Member acknowledged that to some degree that was true but emphasised that this was about embedding a new approach into all of its Placemaking activities, incorporating the Haringey Deal as part of this process. By way of example, the Broadwater Farm engagement was sited, including the translation of communication materials into several different languages. Central to the Placemaking approach was putting people at the heart of it and considering how they used a particular space and how this could be supported through how those spaces were designed.
- c. The Panel sought clarification about the Cabinet Member's suggestion that part of the Placemaking approach was ceding power to the community, given that ultimately Cabinet would still be taking decisions. In response, the Cabinet Member emphasised the importance of co-production and co-design in terms of working with the community. As part of this, one of the key stakeholder groups was young people and ensuring that they were part of the co-design process. As part of Wood Green Voices, a representative group of stakeholders was put together and that this group would be built upon going forwards. This group would continue to be consulted with on future developments. The Cabinet Member acknowledged that certain processes would have to be agreed by Cabinet as that was the legal framework for local government decision making and that areas of technical expertise would still sit with officers.
- d. The Panel sought elaboration on how the Council was learning from its past mistakes through the new Placemaking approach. In response, the Cabinet Member set out that she felt the Council had perhaps not paid sufficient attention to the views of the community in the past and had tended to impose decisions rather than incorporate the views of its residents. The Cabinet Member emphasised that ultimately, it was a change of approach and culture of who the Council was as much as anything else.
- e. In response to a question, the Cabinet Member advised that a huge effort had been made to speak to groups that may not always have been engaged with in the past and that in terms of specific groups, Greek Somali and Alevi communities had been engaged as part of Wood Green Voices. The Cabinet Member commented that she did not think that the authority had done this to the same degree before, even though there had been a number of attempts at consulting and engaging in the past.
- f. The Panel raised concerns about the Council being seen to be participating in gentrification, even unwittingly, and were particular opposed to any historical instances of attempting to design people out of a particular location. The Panel sought reassurances that local people would be at the heart of the

- Placemaking approach. In response, the Cabinet Member acknowledged those concerns and advised that the process was iterative and that the Council would continue to engage with residents and stakeholders throughout the process. The Council would re-engage with the groups who had come forward as part of Wood Green Voices and would also be looking to expand upon these groups.
- g. The Cabinet Member for Housing Services, Private Renters and Planning advised that a key aspect of Placemaking was around ensuring that the Boroughs planning policies reflected the core values and aspirations set out in the report. Officers advised that, to this end, they were developing a new Local Plan and that this would be a more nuanced, locally specific Local Plan that was broken down into defined geographic areas. The new Local Plan would promote the delivery of genuinely affordable housing and also affordable workspace as part of a Placemaking approach.
 - h. In response to a question, the Cabinet Member advised that they would be adopting a quantitative, as well as qualitative approach to engagement. The 350 people engaged with as part of Wood Green Vices was only the start and the exercise was deliberately done over a truncated timeframe to speed up the process.
 - i. In response to a question about engagement with businesses, the Cabinet Member advised that officers had spoken to the Wood Green Business District and the Cultural Quarter as part of Wood Green Voices. The Cabinet Member also promoted the role of the Council in developing Wood Green through the fact it owned a lot of buildings in Wood Green. Officers emphasised the fact that they would continue to build upon engagement in Wood Green and that it was not a closed pool of consultees. The Council had won an award for its engagement on the new Local Plan, which involved speaking to 2000 people. The Local Plan would be going out to draft consultation in early summer.
 - j. The Cabinet Member also gave assurances that the organisation would be adopting a broad-based approach and that would include engaging with local ward councillors.
 - k. The Panel commented that many of the proposals had been done previously by past administrations and a Panel Member rejected any suggestion that there had been a top-down approach to decision making in the past. Concerns were put forward about any perception that the administration was trying to talk down past achievements. In response, the Cabinet Member advised that there was no attempt to downplay previous successes, rather this was a process of trying to build on the good stuff that had happened in the past. This was as much about the culture of the Council and how it worked with its communities, as anything else.
 - l. The Panel ruminated that the key challenge was how could the Council improve the lives of its residents and the places they lived and worked without pushing up prices and pushing people out of the borough. The Cabinet Member set out that the Council's Housing Strategy would play a key role in this and the building of 3000 Council homes.

RESOLVED

Noted.

104. IMPROVEMENT PLAN FOR HOUSING

The Panel received a report which provided an update the Housing Services Improvement Plan. The report was introduced by Cllr Carlin, Cabinet Member for Housing Services, Private Renters, and Planning, as set out in the agenda pack at pages 19-22. Jahedur Rahman, Operational Director of Housing Services, and Building Safety was also present for this agenda item. The following arose as part of the discussion of this report:

- a. The Panel questioned whether the Members Improvement Board that had been established would report into, or otherwise update, this scrutiny panel. In response, the Cabinet Member advised that the exact governance arrangements around this were still to be determined by the Housing Improvement Board. The Cabinet Member commented that in her view, the Members Improvement Board needed to report somewhere and that this Scrutiny Panel could be that place.
- b. The Cabinet Member advised that the Housing Improvement Board was a closed Board, which was not open to the public. This was because the Board needed to be stringent and provide robust challenge, which may not be suitable for a public setting.
- c. In response to a question, the Committee was advised that the Chief Executive chaired the Board and that Cllr Carlin sat on it as the Cabinet Member. The Board Members were councillors Dunstall, Mason, Ali and Rossetti. The Board had held its first meeting in order to set up its terms of reference and it would continue to meet every six weeks.
- d. In response to a question about officers on the Board, the Cabinet Member advised that key Housing officers would be present at meetings but would not sit on the Board as members.
- e. The Panel questioned whether the Panel would be able to request the minutes of the Board. In response, the Cabinet Member advised that the exact governance arrangements were being determined and that this was a request that would have to be put to the Board itself.
- f. Officers advised Members that the Membership Improvement Board had no decision-making powers and that its role was to monitor the implementation of the Improvement Plan. The Membership Improvement Board did not produce minutes, but it would produce a key actions log that could be shared with the relevant governance body.
- g. The Panel commented that there might be a lot of interest in the Board and that some thought would need to be given on how to manage the fact that the Board did not meet in public.
- h. In relation to a query about the budget, officers advised that aspects of spend related to the Housing Improvement Plan would go through existing formal financial approval processes, as per other areas of spend.

RESOLVED

Noted.

105. HOUSING ASSOCIATIONS

The Panel received a verbal update from the Cabinet Member for Housing Services, Private Renters and Planning, along with the Assistant Director of Housing, on

housing associations. The Chair advised that housing associations and what the Panel can do to scrutinise them was one of the key issues that arose during the public scrutiny café event in September. The following key points were noted:

- A meeting was held in the previous week with registered social housing providers, which was chaired by the Chief Executive of the Council. The meeting was well attended, with 17 Housing associations being represented.
- The meeting was held in order to agree how social housing providers could better work together in the interests of residents. By adopting a new partnership approach, it was hoped that providers could work together to solve common problems. The two key issues that arose at this initial stage were around engagement and damp and mould.
- This strategic level meeting would meet every six months and there would be additional workstreams and meetings flowing from this; with task and finish groups picking up specific areas of concern.
- In relation to possible roles for scrutiny in this process, it was suggested that the Panel could request performance updates from the seven largest providers (covering 84% of housing association tenants in the borough). As part of developing a strategic relationship, the group had agreed to share performance data and the Panel could request this from officers as and when it was available. Other possible areas to consider were: Inviting some housing associations in to answer questions; speaking to residents; site visits to a housing association; and requesting an analysis of complaints from housing associations.

In response to this update, the Members asked some questions:

- a. The Panel queried whether, given the issue at stake, meeting every six months was too infrequent. In response, officers advised that the meetings were held at a quite a strategic chief executive level and that six months was felt to be a realistic time frame. There would also be additional meetings and workstreams that fed down from this group.
- b. The Panel suggested that a briefing note should be circulated to all councillors on the partnership approach with housing associations as all members will receive extensive case work from residents. The Cabinet Member agreed to send an update to all members. **(Action: Cllr Carlin).**
- c. In relation to a realistic time frame for receiving the first batch of performance information, officers advised that the partnership had just been set up and that this may take some time. It was suggested 3 months was a reasonable timeframe. The Chair suggested that he would also like to invite representatives from housing associations to the same meeting to answer questions.
- d. The Panel agreed to have a separate discussion about how best to take forward scrutinising housing association as a panel. **(Action: Philip).**

RESOLVED

Noted.

106. WORK PROGRAMME UPDATE

RESOLVED

The Panel's work programme for 2022-23 was noted.

107. NEW ITEMS OF URGENT BUSINESS

N/A

108. DATES OF FUTURE MEETINGS

TBC

CHAIR: Councillor Matt White

Signed by Chair

Date

Report for: Housing, Planning & Development Scrutiny Panel – 27 June 2023

Title: Terms of Reference and Membership

Report

authorised by : Ayshe Simsek, Acting Democratic Services and Scrutiny Manager

Lead Officer: Philip Slawther, Principal Scrutiny Officer,
Tel: 020 8489 2957, e-mail: philip.slawther2@haringey.gov.uk

Ward(s) affected: N/A

Report for Key/

Non Key Decision: N/A

1. Describe the issue under consideration

1.1 This report sets out the terms of reference and membership for Overview and Scrutiny and its panels for 2023/24.

2. Recommendations

2.1 The Panel is asked to:

(a) Note the terms of reference (Appendix A) and Protocol (Appendix B) for the Overview and Scrutiny Committee and its Panels.

(b) Note the Non-Voting Member protocol (Appendix C).

(c) Note the policy areas/remits and membership for each Scrutiny Panel for 2023/24 (Appendix D).

3. Reasons for decision

3.1 The terms of reference and membership of the scrutiny panels above need to be noted at the first meeting of each municipal year.

4. Overview and Scrutiny Committee

4.1 As agreed by Council on 23 May, the membership of the Overview and Scrutiny Committee for 2022/23 (OSC) is: Cllr White (Chair); Cllr Pippa Connor (Vice-Chair); Cllr Michelle Simmons-Safo, Cllr Alexandra Worrell and Cllr Makbule Gunes. The membership of the Committee also includes the statutory education representatives, who have voting rights solely on education matters.

4.2 The terms of reference and role of the OSC and its Panels are set out in Part Two (Article 6), Part Three (Section B) and Part Four (Section G) of the Council's Constitution. Together, these specify key responsibilities for the Committee. This information is provided in full at Appendix A.

4.4 There is also a Protocol, outside the Constitution and provided at Appendix B, that sets out how the OSC is to operate.

5. Scrutiny Panels

5.1 Article 6 of the Constitution states the OSC shall appoint Scrutiny Panels in order to discharge the Overview and Scrutiny role.

5.2 The specific functions for any Scrutiny Panels established is outlined in Article 6 of the Constitution at 6.3 (b) and 6.3 (c). The procedure by which this operates is detailed in the Scrutiny Protocol:

- The OSC shall establish four standing Scrutiny Panels, to examine designated public services.
- The OSC shall determine the terms of reference for each Scrutiny Panel.
- If there is any overlap between the business of the Panels, it is the responsibility of the OSC to resolve the issue.
- Areas which are not covered by the four standing Scrutiny Panels shall be the responsibility of the main OSC.
- The Chair of each Scrutiny Panel shall be a member of the OSC, as determined by the OSC at its first meeting.
- It is intended that each Scrutiny Panel shall be comprised of between 3 and 7 backbench or opposition members, and be politically propionate as far as possible.
- Each Scrutiny Panel shall be entitled to appoint up to three non-voting co-optees. The Children and Young People’s Scrutiny Panel membership will include the statutory education representatives of OSC.

5.3 The 2023/24 membership for the four Scrutiny Panels is listed below.

Scrutiny Panel	Membership
Adults and Health	Cllr Pippa Connor (Chair), Cllr Cathy Brennan; Cllr Thayahlan Iyngkaran; Cllr Mary Mason; Cllr Sean O’Donovan; Cllr Felicia Opoku; Cllr Sheila Peacock.
Children and Young People	Cllr Makbule Gunes (Chair), Cllr Anna Abela; Cllr Gina Adamou; Cllr Mark Blake; Cllr Lotte Collett; Cllr Marsha Isilar-Gosling; Cllr Sue Jameson.
Climate, Community Wellbeing and Culture	Cllr Michelle Simmons-Safo (Chair); Cllr Gina Adamou; Cllr Charles Adje; Cllr Eldridge Culverwell; Cllr Isidoros Diakides; Cllr George Dunstall; Cllr Marsha Isilar-Gosling.
Housing, Planning & Development.	Cllr Alexandra Worrell (Chair); Cllr Dawn Barnes; Cllr John Bevan; Cllr Mark Blake; Cllr Holly Harrison-Mullane; Cllr Tammy Hymas; Cllr Khaled Moyeed.

5.4 The policy areas to be covered by the four existing Scrutiny Panels have been updated. This information, together with the relevant Portfolio holders for each scrutiny body, is attached at Appendix D.

6. Contribution to strategic outcomes

6.1 The contribution scrutiny can make to strategic outcomes will be considered as part of its routine work.

7. Statutory Officers Comments

Finance and Procurement

7.1 The Haringey representatives on the JHOSC are not entitled to any remuneration. As a result, there are no direct financial implications arising from the recommendations set out in this report. Should any of the work undertaken by Overview and Scrutiny generate recommendations with financial implications then these will be highlighted at that time.

Legal

7.2 Under Section 21 (6) of the Local Government Act 2000, an Overview and Scrutiny Committee has the power to appoint one or more sub-committee to discharge any of its functions. The establishment of Scrutiny Panels by the Committee falls within this power and is in accordance with the requirements of the Council's Constitution.

7.3 Scrutiny Panels are non-decision making bodies and the work programme and any subsequent reports and recommendations that each scrutiny panel produces must be approved by the OSC. Such reports can then be referred to Cabinet or Council under agreed protocols.

Equality

7.4 The Council has a public sector equality duty under the Equalities Act (2010) to have due regard to:

- Tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;
- Advance equality of opportunity between people who share those protected characteristics and people who do not;
- Foster good relations between people who share those characteristics and people who do not.

7.5 The proposals outlined in this report relate to the membership and terms of reference for the OSC and carry no direct implications for the Council's general

equality duty. However, the Committee should ensure that it addresses these duties by considering them within its work programme and those of its panels, as well as individual pieces of work. This should include considering and clearly stating;

- How policy issues impact on different groups within the community, particularly those that share the nine protected characteristics;
- Whether the impact on particular groups is fair and proportionate;
- Whether there is equality of access to services and fair representation of all groups within Haringey;
- Whether any positive opportunities to advance equality of opportunity and/or good relations between people, are being realised.

7.6 The Committee should ensure that equalities comments are based on evidence. Wherever possible this should include demographic and service level data and evidence of residents/service-users views gathered through consultation.

8. Use of Appendices

Appendix A Part Two (Article 6), Part Three (Section B), and Part Four (Section G) of the Constitution of the London Borough of Haringey.

Appendix B Scrutiny Protocol

Appendix C Non-Voting Member Protocol

Appendix D Overview & Scrutiny Remits and Membership 2023/24

9. Local Government (Access to Information) Act 1985

N/A

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APPENDIX A

PART TWO – ARTICLES OF THE CONSTITUTION

Last updated 24 July 2017

Article 6 - Overview and Scrutiny

6.01 Terms of reference

The Council will appoint an Overview and Scrutiny Committee to discharge the functions conferred by section 9F of the Local Government Act 2000, the Health & Social Care Act 2001 and the NHS Reform & Health Professionals Act 2002.

6.02. General role

Within its terms of reference, the Overview and Scrutiny Committee may:

- (a) Exercise an overview of the forward plan;
- (b) Review or scrutinise decisions made or actions taken in connection with the discharge of any of the Cabinet's or Council's functions;
- (c) Make reports and recommendations to the full Council, the Cabinet or relevant non-Executive Committee in connection with the discharge of any functions;
- (d) Make reports or recommendations on matters affecting the area or its inhabitants;
- (e) Exercise the right to call-in, for reconsideration, key decisions made but not yet implemented by the Executive;
- (f) Receive the reports and recommendations of its commissioned Scrutiny Review Panels; and
- (g) In accordance with statutory regulations to review and scrutinise matters relating to the health service within the Authority's area and to make reports and recommendations thereon to local NHS bodies;
- (h) Enter into or appoint such joint overview and scrutiny committees that include the London Borough of Haringey and other boroughs for the purpose of responding to consultation by NHS bodies on proposals for substantial variation or development in the provision of health services as required by The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.

6.03 Specific functions

(a) Scrutiny Review Panels.

The Overview and Scrutiny Committee shall appoint Scrutiny Review Panels in order to discharge the Overview and Scrutiny role for designated public services and will co-ordinate their respective roles.

(b) Policy development and review.

The Overview and Scrutiny Committee and any Scrutiny Review Panels it may establish may:

- (i) Assist the Council and the Cabinet in the development of its budget and policy framework by in-depth analysis of policy issues;
- (ii) Conduct research, community and other consultation in the analysis of policy issues and possible options;
- (iii) Consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- (iv) Question members of the Cabinet and chief officers about their views on issues and proposals affecting the area; and
- (v) Liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

(c) Scrutiny.

The Overview and Scrutiny Committee and any Scrutiny Review Panels it may establish may:

- (i) Review and scrutinise the decisions made by and performance of the Cabinet and Council officers both in relation to individual decisions and over time;
- (ii) Review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- (iii) Question members of the Cabinet and chief officers about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;
- (iv) Make recommendations to the Cabinet or relevant non-executive Committee arising from the outcome of the scrutiny process;
- (v) Review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the overview and scrutiny committee and local people about their activities and performance; and
- (vi) Question and gather evidence from any person (with their consent).

(d) Finance

Overview and Scrutiny Committee may exercise overall responsibility for the finances made available to them.

(e) Annual report.

Overview and Scrutiny Committee must report annually to full Council on their workings and make recommendations for future work programmes and amended working methods if appropriate.

6.04 Proceedings of Overview and Scrutiny Committee

The Overview and Scrutiny Committee and any Scrutiny Review Panels it may establish will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Part 4 of this Constitution.

6.05 Votes of No Confidence

The Chair of the Overview and Scrutiny Committee or the Chair of a Scrutiny Review Panel shall cease to hold that office as a Scrutiny member if a vote of no confidence, of which notice appears on the agenda, is carried at the meeting of the relevant body. The responsibilities of that member shall be carried out by the relevant Vice-Chair until such time as a subsequent meeting of that body has been notified of the appointment of a replacement or the reappointment of the member concerned. In the event of all members of the Overview and Scrutiny Committee having been removed from office in this way at any time, Scrutiny functions shall in the interim be carried out by full Council.

PART THREE – RESPONSIBILITY FOR FUNCTIONS

SECTION B

Last updated 24 July 2017

SECTION 2 – COMMITTEES

The following shall be committees of the Council and they shall have the membership as described in the Appointments of Committees, Sub-Committees, Panels, etc (as approved by the Annual Meeting):

- 1. The Corporate Committee**
 - 2. Combined Pensions Committee and Board**
 - 3. Staffing and Remuneration Committee**
 - 4. Overview and Scrutiny Committee**
 - 5. Standards Committee**
 - 6. Alexandra Palace and Park Board**
 - 7. The Regulatory Committee**
 - 8. The Health and Wellbeing Board**
-

4. Overview and Scrutiny Committee

The Overview and Scrutiny Committee may:

- (a) exercise an overview of the forward plan;
- (b) review or scrutinise decisions made or actions taken in connection with the discharge of any of the Cabinet's or Council's functions;
- (c) make reports and recommendations to the full Council, the Cabinet or relevant non-Executive Committee in connection with the discharge of any functions;
- (d) make reports or recommendations on matters affecting the area or its inhabitants;
- (e) exercise the right to call-in, for reconsideration, key decisions made but not yet implemented by the Cabinet;
- (f) receive the reports and recommendations of its Scrutiny Review Panels;
- (g) in accordance with statutory regulations to review and scrutinise matters relating to the health service and all NHS funded services within the Authority's

area and to make reports and recommendations thereon to local NHS and NHS funded bodies;

- (h) enter into or appoint such joint overview and scrutiny committees that include the London Borough of Haringey and other boroughs for the purpose of responding to consultation by NHS bodies on proposals for substantial variation or development in the provision of health services as required by The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013;
- (i) review or scrutinise decisions made, or other action taken, in connection with the discharge by the responsible partner authorities of their crime and disorder functions;
- (j) make reports or recommendations to the Cabinet or full Council where appropriate with respect to the discharge of the crime and disorder functions by the responsible partner authorities;
- (k) make arrangements which enable any councillor who is not a Committee member to refer any crime and disorder matter to the Committee under the Councillor Call for Action procedure; and
- (l) make arrangements which enable any councillor who is not a Committee member to refer to the Committee any local government matter which is relevant to the functions of the Committee under the Councillor Call for Action procedure.
- (m) there is a Protocol outside this Constitution setting out how the Overview and Scrutiny Committee is to operate. The Protocol shall be applied in a manner consistent with the Committee Procedure Rules in Part 4 and any issue on procedure at the meeting shall be subject to the ruling of the Chair. The Protocol can be amended by the written agreement of the Leaders of the Political Groups on the Council.
- (o) to appoint two representatives to the standing Joint Health Overview and Scrutiny Committee for North Central London. (Since this appointment is for only two members to the Joint Committee, the "political proportionality" rules in the Local Government and Housing Act 1989 do not apply.)

SECTION 3 - SUB-COMMITTEES AND PANELS

The following bodies shall be created as Sub-Committees of the relevant Committee of the Council under which they are listed. Bodies described as "Panels" are Sub-Committees unless otherwise stated. Sub-Committees shall report to their parent bodies and they shall have the membership as described in the Appointments of Non-Executive Committees, Sub-Committees, Panels, etc as approved by the Annual Meeting.

2. Under Overview and Scrutiny Committee

2.1 Scrutiny Review Panels

- (a) To carry out scrutiny processes relevant to particular services as determined by Overview and Scrutiny Committee and within the parameters, protocols and procedures agreed by Overview and Scrutiny Committee for all Scrutiny Review Panels.
- (b) Within these scrutiny processes to request and receive submissions, information and answers to questions from Cabinet Members, officers and other senior employees of the Council, service users, external experts and relevant members of the public.
- (c) To refer the findings/recommendations in the form of a written report, with the approval of the Overview and Scrutiny Committee, to The Cabinet and/or the Council as appropriate.

PART FOUR – RULES OF PROCEDURE
SECTION G – OVERVIEW & SCRUTINY PROCEDURE RULES

Last updated 21 July 2014

1. The arrangements for Overview and Scrutiny

1.1 The Council will have one Overview and Scrutiny Committee, which will have responsibility for all overview and scrutiny functions on behalf of the Council.

1.2 The terms of reference of the Overview and Scrutiny Committee will be:

- (i) The performance of all overview and scrutiny functions on behalf of the Council.
- (ii) The appointment of Scrutiny Review Panels, with membership that reflects the political balance of the Council.
- (iii) To determine the terms of reference of all Scrutiny Review Panels.
- (iv) To receive reports from local National Health Service bodies on the state of health services and public health in the borough area.
- (v) To enter into or appoint such joint overview and scrutiny committees that include the London Borough of Haringey and other boroughs for the purpose of responding to consultation by NHS bodies on proposals for substantial variation or development in the provision of health services as required by The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
- (vi) To monitor the effectiveness of the Council's Forward Plan.
- (vii) To receive all appropriate performance management and budget monitoring information.
- (viii) To approve a programme of future overview and scrutiny work so as to ensure that the Overview and Scrutiny Committee's and Scrutiny Review Panels' time is effectively and efficiently utilised;
- (ix) To consider all requests for call-in and decide whether to call-in a key decision, how it should be considered and whether to refer the decision to the Cabinet or to Council.
- (x) To monitor the effectiveness of the Call-in procedure.
- (xi) To review and scrutinise action taken by partner authorities in discharge of crime and disorder functions and to make reports and recommendations to Cabinet and Council on these.

- (xii) To make arrangements which enable any Councillor who is not a Committee Member to refer any local government matter, or any crime and disorder matter, to the Committee under the Councillor Call for Action Procedure.
- (xiii) To ensure that referrals from Overview and Scrutiny Committee to the Cabinet either by way of report or call-in are managed efficiently, and
- (xiv) To ensure community and voluntary sector organisations, users of services and others are appropriately involved in giving evidence to the Overview and Scrutiny Committee or relevant Scrutiny Review Panel.

1.3 The Overview and Scrutiny Committee may establish a number of Scrutiny Review Panels:

- (i) Scrutiny Reviews Panels are appointed to examine designated Council services. Scrutiny Review Panels will refer their findings/ recommendations in the form of a written report, with the approval of the Overview and Scrutiny Committee, to the Cabinet and/or the Council as appropriate.
- (ii) Scrutiny Review Panels will analyse submissions, request and analyse any additional information, and question the Cabinet Member(s), relevant Council officers, local stakeholders, and where relevant officers and/or board members of local NHS bodies or NHS funded bodies.
- (iii) Subject to the approval of the Overview and Scrutiny Committee, Scrutiny Review Panels will be able to appoint external advisors and/or to commission specific pieces of research if this is deemed necessary.
- (iv) Scrutiny Review Panels should make every effort to work by consensus; however, in exceptional circumstances Members may submit minority reports.
- (v) Prior to publication, draft reports will be sent to the relevant chief officers or where relevant officers of the National Health Service for checking for inaccuracies and the presence of exempt and/or confidential information; Scrutiny Review Panel members will revisit any conclusions drawn from disputed information;
- (vi) Following approval by the Overview and Scrutiny Committee, final reports and recommendations will be presented to the next available Cabinet meeting together with an officer report where appropriate. The Cabinet will consider the reports and formally agree their decisions.
- (vii) Following approval by the Overview and Scrutiny Committee, reports on NHS, non-executive or regulatory matters will be copied to the Cabinet for information.

- (viii) At the Cabinet meeting to receive the final report and recommendations, the Chair of the Overview and Scrutiny Committee or the Chair of the Scrutiny Review Panel may attend and speak.
- (ix) After an appropriate period, post implementation, Overview and Scrutiny Committee will carry out a follow up review to determine if the recommendations had the intended outcomes and to measure any improvements.

- 1.4 When Scrutiny Review Panels report on non-executive or regulatory functions the above rules apply, except the references to The Cabinet shall be taken as reference to the relevant non-executive body.
- 1.5 The Overview and Scrutiny Committee shall undertake scrutiny of the Council's budget through a Budget Scrutiny process. The procedure by which this operates is detailed in the Protocol covering the Overview and Scrutiny Committee.
- 1.6 All Overview and Scrutiny meetings shall take place in public (except where exempt or confidential matters are considered).
- 1.7 The Overview and Scrutiny function should not be seen as an alternative to established disciplinary, audit or complaints mechanisms and should not interfere with or pre-empt their work.

2. Membership of the Overview and Scrutiny Committee and Scrutiny Review Panels

- 2.1 All Councillors (except Members of the Cabinet) may be members of the Overview and Scrutiny Committee and the Scrutiny Review Panels. However, no Member may be involved in scrutinising a decision in which he/she has been directly involved.
- 2.2 The membership of the Overview and Scrutiny Committee and Scrutiny Review Panels shall, as far as is practicable, be in proportion to the representation of different political groups on the Council.

3. Co-optees

- 3.1 Each Scrutiny Review Panel shall be entitled to appoint up to three people as non-voting co-optees.
- 3.2 Statutory voting non-Councillor members of Overview and Scrutiny Committee will be paid an allowance in accordance with the Members' Allowances Scheme in Part 6 of this Constitution.

4. Education representatives

- 4.1 The Overview and Scrutiny Committee and the Scrutiny Review Panel whose terms of reference relate to education functions that are the responsibility of the Cabinet, shall include in its membership the following representatives:

- (i) At least one Church of England diocesan representative (voting).
- (ii) At least one Roman Catholic diocesan representative (voting).
- (iii) 2 parent governor representatives (voting).

These voting representatives will be entitled to vote where the Overview and Scrutiny Committee or the Scrutiny Review Panel is considering matters that relate to relevant education functions. If the Overview and Scrutiny Committee or Scrutiny Review Panel is dealing with other matters, these representatives shall not vote on those matters though they may stay in the meeting and speak at the discretion of the Chair. The Overview and Scrutiny Committee and Scrutiny Review Panel will attempt to organise its meetings so that relevant education matters are grouped together.

5. Meetings of the Overview and Scrutiny Committee and Scrutiny Review Panels

- 5.1 In addition to ordinary meetings of the Overview and Scrutiny Committee, extraordinary meetings may be called from time to time as and when appropriate. An Overview and Scrutiny Committee meeting may be called by the Chair of the Overview and Scrutiny Committee after consultation with the Chief Executive, by any two Members of the Committee or by the proper officer if he/she considers it necessary or appropriate.
- 5.2 In addition to ordinary meetings of the Scrutiny Review Panels, extraordinary meetings may be called from time to time as and when appropriate. A Scrutiny Review Panel meeting may be called by the Chair of the Panel after consultation with the Chief Executive, by any two Members of the Committee or by the proper officer if he/she considers it necessary or appropriate.

6. Quorum

The quorum for the Overview Scrutiny Committee and for each Scrutiny Review Panel shall be at least one quarter of its membership and not less than 3 voting members.

7. Chair of the Overview and Scrutiny Committee and Scrutiny Review Panels

- 7.1 The Chair of the Overview and Scrutiny Committee will be appointed by the Council.
- 7.2 The Chair of the Overview and Scrutiny Committee shall resign with immediate effect if a vote of no confidence is passed by the Overview and Scrutiny Committee.
- 7.3 Chairs of Scrutiny Review Panels will be drawn from among the Councillors sitting on the Overview and Scrutiny Committee. Subject to this requirement,

the Overview and Scrutiny Committee may appoint any person as it considers appropriate as Chair having regard to the objective of cross-party chairing in proportion to the political balance of the Council. The Scrutiny Review Panels shall not be able to change the appointed Chair unless there is a vote of no confidence as outlined in Article 6.5 in this Constitution.

- 7.4 The Chair of the Budget Scrutiny Review process will be drawn from among the opposition party Councillors sitting on the Overview and Scrutiny Committee. The Overview and Scrutiny Committee shall not be able to change the appointed Chair unless there is a vote of no confidence as outlined in Article 6.5 in this Constitution.

8. Work programme

Overview and Scrutiny Committee will determine the future scrutiny work programme and will establish Scrutiny Review Panels to assist it to perform its functions. The Committee will appoint a Chair for each Scrutiny Review Panel.

9. Agenda items for the Overview and Scrutiny Committee

- 9.1 Any member of the Overview and Scrutiny Committee shall be entitled to give notice to the proper officer that he/she wishes an item relevant to the functions of the Committee to be included on the agenda for the next available meeting of the Committee. On receipt of such a request the proper officer will ensure that it is included on the next available agenda.
- 9.2 The Overview and Scrutiny Committee shall also respond, as soon as its work programme permits, to requests from the Council and, if it considers it appropriate, from the Cabinet to review particular areas of Council activity. Where they do so, the Overview and Scrutiny Committee shall report their findings and any recommendations back to the Cabinet within an agreed timescale.

10. Policy review and development

- 10.1 The role of the Overview and Scrutiny Committee in relation to the development of the Council's budget and policy framework is set out in the Budget and Policy Framework Procedure Rules in Part 4 of this constitution.
- 10.2 In relation to the development of the Council's approach to other matters not forming part of its policy and budget framework, the Overview and Scrutiny Committee and its Scrutiny Review Panels may make proposals to the Cabinet for developments insofar as they relate to matters within their terms of reference. The Scrutiny Review Panels must do so via the Overview and Scrutiny Committee.

11. Reports from the Overview and Scrutiny Committee

Following endorsement by the Overview and Scrutiny Committee, final reports and recommendations will be presented to the next available Cabinet meeting. The procedure to be followed is set out in paragraphs 1.3 or 1.4 above.

12. Making sure that overview and scrutiny reports are considered by the Cabinet

12.1 The agenda for Cabinet meetings shall include an item entitled 'Issues arising from Scrutiny'. Reports of the Overview and Scrutiny Committee referred to the Cabinet shall be included at this point in the agenda unless either they have been considered in the context of the Cabinet's deliberations on a substantive item on the agenda or the Cabinet gives reasons why they cannot be included and states when they will be considered.

12.2 Where the Overview and Scrutiny Committee prepares a report for consideration by the Cabinet in relation to a matter where decision making power has been delegated to an individual Cabinet Member, a Committee of the Cabinet, an Area Committee, or an Officer, or under Joint Arrangements, then the Overview and Scrutiny Committee will also submit a copy of their report to that body or individual for consideration, and a copy to the proper officer. If the Member, committee, or officer with delegated decision making power does not accept the recommendations of the Overview and Scrutiny Committee, then the body/he/she must then refer the matter to the next appropriate meeting of the Cabinet for debate before making a decision.

13. Rights and powers of Overview and Scrutiny Committee members

13.1 Rights to documents

(i) In addition to their rights as Councillors, members of the Overview and Scrutiny Committee and Scrutiny Review Panels have the additional right to documents, and to notice of meetings as set out in the Access to Information Procedure Rules in Part 4 of this Constitution.

(ii) Nothing in this paragraph prevents more detailed liaison between the Cabinet and the Overview and Scrutiny Committee and Scrutiny Review Panels as appropriate depending on the particular matter under consideration.

13.2 Powers to conduct enquiries

The Overview and Scrutiny Committee and Scrutiny Review Panels may hold enquiries into past performance and investigate the available options for future direction in policy development and may appoint advisers and assessors to assist them in these processes. They may go on site visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations, within available resources. They may ask witnesses to attend to address them on any matter under consideration and may pay any

advisers, assessors and witnesses a reasonable fee and expenses for doing so. Scrutiny Review Panels require the support of the Overview and Scrutiny Committee to do so.

13.3 Power to require Members and officers to give account

- (i) The Overview and Scrutiny Committee and Scrutiny Review Panels may scrutinise and review decisions made or actions taken in connection with the discharge of any Council functions (Scrutiny Review Panels will keep to issues that fall within their terms of reference). As well as reviewing documentation, in fulfilling the scrutiny role, it may require any Member of the Cabinet, the Head of Paid Service and/or any senior officer (at second or third tier), and chief officers of the local National Health Service to attend before it to explain in relation to matters within their remit:
 - (a) any particular decision or series of decisions;
 - (b) the extent to which the actions taken implement Council policy (or NHS policy, where appropriate); and
 - (c) their performance.

It is the duty of those persons to attend if so required. At the discretion of their Director, council officers below third tier may attend, usually accompanied by a senior manager. At the discretion of the relevant Chief Executive, other NHS officers may also attend overview and scrutiny meetings.

- (ii) Where any Member or officer is required to attend the Overview and Scrutiny Committee or Scrutiny Review Panel under this provision, the Chair of that body will inform the Member or proper officer. The proper officer shall inform the Member or officer in writing giving at least 10 working days notice of the meeting at which he/she is required to attend. The notice will state the nature of the item on which he/she is required to attend to give account and whether any papers are required to be produced for the Overview and Scrutiny Committee or Scrutiny Review Panel. Where the account to be given to Overview and Scrutiny Committee or Scrutiny Review Panel will require the production of a report, then the Member or officer concerned will be given sufficient notice to allow for preparation of that documentation.
- (iii) Where, in exceptional circumstances, the Member or officer is unable to attend on the required date, then the Overview and Scrutiny Committee or Scrutiny Review Panel shall in consultation with the Member or officer arrange an alternative date for attendance, to take place within a maximum of 10 days from the date of the original request.

14. Attendance by others

The Overview and Scrutiny Committee or Scrutiny Review Panel may invite people other than those people referred to in paragraph 13 above to address it, discuss issues of local concern and/or answer questions. It may for example wish to hear from residents, stakeholders and Members and officers in other parts of the public sector and may invite such people to attend. Attendance is optional.

15. Call-in

The call-in procedure is dealt with separately at Part 4 Section H of the Constitution, immediately following these Overview and Scrutiny Procedure Rules.

16. Councillor Call for Action (CCfA)

The Council has adopted a Protocol for handling requests by non-Committee Members that the Committee should consider any local government matter which is a matter of significant community concern. This procedure should only be a last resort once the other usual methods for resolving local concerns have failed. Certain matters such as individual complaints and planning or licensing decisions are excluded.

Requests for a CCfA referral should be made to the Democratic Services Manager. who will check with the Monitoring Officer that the request falls within the Protocol. The Councillor making the referral will be able to attend the relevant meeting of the Committee to explain the matter. Among other actions, the Committee may: (i) make recommendations to the Cabinet, Directors or partner agencies, (ii) ask officers for a further report, (iii) ask for further evidence from the Councillor making the referral, or (iv) decide to take no further action on the referral.

The Protocol is not included within this Constitution but will be subject to regular review by the Committee.

17. Procedure at Overview and Scrutiny Committee meetings and meetings of the Scrutiny Review Panels.

- (a) The Overview and Scrutiny Committee shall consider the following business as appropriate:
 - (i) apologies for absence;
 - (ii) urgent business;
 - (iii) declarations of interest;
 - (iv) minutes of the last meeting;
 - (v) deputations and petitions;

- (vi) consideration of any matter referred to the Committee for a decision in relation to call-in of a key decision;
 - (vii) responses of the Cabinet to reports of the Committee;
 - (viii) business arising from Area Committees;
 - (ix) the business otherwise set out on the agenda for the meeting.
- (b) A Scrutiny Review Panel shall consider the following business as appropriate:
- (i) minutes of the last meeting;
 - (ii) declarations of interest;
 - (iii) the business otherwise set out on the agenda for the meeting.
- (c) Where the Overview and Scrutiny Committee or Scrutiny Review Panel has asked people to attend to give evidence at meetings, these are to be conducted in accordance with the following principles:
- (i) that the investigation be conducted fairly and all members of the Overview and Scrutiny Committee and Scrutiny Review Panels be given the opportunity to ask questions of attendees, to contribute and to speak;
 - (ii) that those assisting the Overview and Scrutiny Committee or Scrutiny Review Panel by giving evidence be treated with respect and courtesy;
 - (iii) that the investigation be conducted so as to maximise the efficiency of the investigation or analysis; and
 - (iv) that reasonable effort be made to provide appropriate assistance with translation or alternative methods of communication to assist those giving evidence.
- (d) Following any investigation or review, the Overview and Scrutiny Committee or Scrutiny Review Panel shall prepare a report, for submission to the Cabinet and shall make its report and findings public.

17A. Declarations Of Interest Of Members

- (a) If a member of the Overview and Scrutiny Committee or Scrutiny Review Panel has a disclosable pecuniary interest or a prejudicial interest as referred to in Members' Code of Conduct in any matter under consideration, then the member shall declare his or her interest at the start of the meeting or as soon as the interest becomes apparent. The member may not participate or participate further in any

discussion of the matter or participate in any vote or further vote taken on the matter at the meeting and must withdraw from the meeting until discussion of the relevant matter is concluded unless that member has obtained a dispensation from the Council's Standards Committee.

- (b) If a member of the Overview and Scrutiny Committee or Scrutiny Review Panel has a personal interest which is not a disclosable pecuniary interest nor a prejudicial interest, the member is under no obligation to make a disclosure at the meeting but may do so if he/she wishes.

18. The Party Whip

Scrutiny is intended to operate outside the party whip system. However, when considering any matter in respect of which a Member of scrutiny is subject to a party whip the Member must declare the existence of the whip and the nature of it before the commencement of the Committee/Panel's deliberations on the matter. The Declaration, and the detail of the whipping arrangements, shall be recorded in the minutes of the meeting.

The expression "party whip" can be taken to mean: "Any instruction given by or on behalf of a political group to any Councillor who is a Member of that group as to how that Councillor shall speak or vote on any matter before the Council or any committee or sub-committee, or the application or threat to apply any sanction by the group in respect of that Councillor should he/she speak or vote in any particular manner."

19. Matters within the remit of more than one Scrutiny Review Panel

Should there be any overlap between the business of any Scrutiny Review Panels, the Overview and Scrutiny Committee is empowered to resolve the issue.

OVERVIEW AND SCRUTINY COMMITTEE (OSC) PROTOCOL 2021

1 INTRODUCTION

- 1.1 Overview and Scrutiny plays a fundamental role in the Council's governance arrangements through holding decision makers to account, policy review and development, acting as a community voice and ensuring the efficient delivery of public services. Effective scrutiny requires the commitment of the whole Council and partners, as well as creating the right culture, behaviours and attitude that sees scrutiny as a valuable contributor to the business of the Council.
- 1.2 This new protocol is a welcome opportunity for the whole Council to re-affirm its commitment to effective scrutiny, foster an effective and constructive working relationship with all stakeholders in the scrutiny process and refresh relevant policies and procedures so that they reflect best practice. It also takes into account learning from recent Haringey scrutiny work as well as the new Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities that was published by the Ministry of Housing, Communities and Local Government (MHCLG) in May 2019.
- 1.3 The Protocol is intended to give effect to the provisions in the Constitution relating to Overview and Scrutiny. In the event of any apparent conflict that may arise between the provisions in the Protocol and the Constitution, the Constitution shall take precedence.

2 ROLE OF OVERVIEW AND SCRUTINY COMMITTEE

- 2.1 The Council is committed to creating an environment conducive to effective scrutiny. It is a statutory function and a requirement for all authorities operating executive arrangements. It is also an integral part of the Council's decision-making structure and provides essential checks and balances to the Council's Cabinet to ensure that its powers are used wisely. Whilst its legitimacy is beyond question, scrutiny should nonetheless be able to demonstrate clearly to the Council and its Cabinet, senior management team, partners and the public the value that it adds in its work and seek to make recommendations that improve the lives of local residents.
- 2.2 Effective Overview and Scrutiny should:
 - Provide constructive challenge;
 - Amplify the voices and concerns of the public;
 - Be led by independent minded Members who take responsibility for their role; and
 - Drive improvement in public services.

Challenge

- 2.3 For challenge to be effective, it needs to be sufficiently robust. It should nevertheless be constructive and focused on matters of timely relevance to the Council and the wider community. The role of scrutiny as a 'Critical Friend' should be undertaken in a courteous and professional manner, reflecting the Member's Code of Conduct. The aim of scrutiny should be to improve decision making and outcomes for residents, not scoring political points or providing a political opposition to those who make decisions.

Public and Community Involvement

- 2.4 Overview and Scrutiny has an important role in articulating the concerns of residents and community organisations. It will therefore strive to facilitate their involvement in its work and, in particular, the development of its work plan, providing evidence and asking questions.
- 2.5 Overview and scrutiny will seek to ensure that the feedback that it receives is representative of the local community. It will be proactive in seeking input and seek to involve individuals and groups within it that are best placed to inform specific pieces of work. It will use a range of methods and, where possible, locations in order to best to engage with diverse stakeholders and listen to their views and experience.

Independence

- 2.6 Overview and scrutiny shall be independent in both outlook and operation. The Cabinet should not seek to direct the areas that it focusses upon, although suggestions can be made for the work programme. Overview and scrutiny shall not be subject to undue party political influence, such as whipping. Members on scrutiny bodies shall also undertake their work with an open mind and make recommendations that are based on the evidence that they receive rather than pre-conceived ideas or pressure from within the political group. It should seek to be strategic and focused on the Council and its communities of interest.

Driving Improvement

- 2.7 It is important that scrutiny not only provides challenge but delivers outcomes. These should aim to make a difference to the lives of residents through improving public services. This should be achieved by the making of evidence-based recommendations to the Council's Cabinet and other organisations responsible for the commissioning and delivery of public services.

3 RESPONSIBILITIES

- 3.1 Overview and scrutiny can scrutinise any matter which affects the authority's area or its residents' wellbeing. The powers of Overview and Scrutiny were contained in the Local Government Act 2000 and consolidated by the Localism Act 2011. It can:
- Review decisions taken by the Cabinet or the Council;
 - Investigate matters affecting the borough of Haringey and its residents;
 - Contribute to policy development for the Council;
 - Make reports and recommendations to the Cabinet or the Council;
 - Review decisions made by the Cabinet but not yet implemented ("call-in");
 - Appoint sub-committees and arrange for them to discharge any of its functions;
 - Review matters relating to the health service and crime and disorder and make reports and recommendations;
 - Require members of the Cabinet and officers to attend to provide information and answer questions;
 - Invite other persons to attend meetings as part of its evidence gathering;
 - Give notice in writing to a relevant partner authority requiring that it has regard to a report or recommendations relating to its functions; and
 - Request information from a relevant partner authority that is required for Overview and Scrutiny to discharge its functions.

4 STRUCTURE

- 4.1 The Overview and Scrutiny Committee shall comprise five members and be politically proportionate as far as possible. The membership shall be appointed each year at the Annual Council Meeting. The chair of the Committee shall be a member of the majority group. The Vice-Chair shall be a member of the largest minority group. The Committee shall also comprise statutory education co-optees, who have voting rights on education matters.
- 4.2 The Overview and Scrutiny Committee shall establish four standing Scrutiny Panels to examine designated public services. The Committee shall determine the terms of reference of each Panel. If there is any overlap between the business of the Panels, it is the responsibility of the Overview and Scrutiny Committee to resolve the issue. Areas which are not covered by the four standing Panels shall be the responsibility of the Overview and Scrutiny Committee.
- 4.3 The chair of each standing Scrutiny Panel shall be a member of the Overview and Scrutiny Committee and shall be determined by the Committee at its first meeting of the year. It is intended that each Panel shall be comprised of between 3 and 7 members and be politically proportionate as far as possible. The membership of each Scrutiny Panel shall be appointed by the Overview and Scrutiny Committee. It is intended that, other than the Chair, the other members will be non-executive members who do not sit on the Overview and Scrutiny Committee.
- 4.4 Should one of the Panels be responsible for education issues, the membership shall include the statutory education co-optees. It is intended that the education co-optees will also attend the Overview and Scrutiny Committee when reports from a relevant Scrutiny Panel are considered.
- 4.5 Each Scrutiny Panel shall be entitled to appoint up to three non-voting co-optees. Non voting co-optees are expected to add value to scrutiny by performing the following roles:
- To bring a diverse spectrum of experience and adding a different perspective to any items;
 - To act as a non-party political voice for those who live and/or work in Haringey; and
 - To bring specialist knowledge and/or skills to the Overview and Scrutiny process and an element of external challenge by representing the public.
- 4.6 Nominations for non-voting co-optees will be sought primarily from established community groups but consideration can be given to specific individuals where particular expertise/experience is required that would not be otherwise available¹.
- 4.7 Overview and Scrutiny bodies shall seek to work by consensus. Votes should only take place when as a last resort and when all efforts to achieve a consensus have been unsuccessful.

5 MEETING FREQUENCY AND FORMAT

- 5.1 The Committee shall hold six scheduled meetings each year. One meeting shall include agreement of the annual work programme for Overview and Scrutiny. One meeting, in January, shall consider the budget scrutiny recommendations from each Scrutiny Panel. In addition, the Committee may also hold evidence gathering meetings as part of in-depth scrutiny reviews on a specific issue as and when required. An extraordinary meeting of the OSC may be called in accordance with the Council's Constitution (Part 4 Section G).

¹ There is a separate and detailed Protocol regarding the process for appointment of non-voting co-optees.

- 5.2 Members of the Council may Call In a decision of the Cabinet, or any Key Decision made under delegated powers, within five working days of the decision being made. The full procedure is given in the Council's Constitution (Part 4 Section H).
- 5.3 Pre-decision scrutiny on forthcoming Cabinet decisions shall only be undertaken at scheduled Overview and Scrutiny Committee meetings, in adherence with the Council's Forward Plan.
- 5.4 It is intended that each Scrutiny Panel shall hold four scheduled meetings each year. An extraordinary meeting of a Panel may be called in accordance with the Council's Constitution (Part 4 Section G). In addition, Scrutiny Panels may also hold evidence gathering meetings as part of in-depth scrutiny reviews on a specific issue as and when required.
- 5.5 The choice of venue for meetings may have regard to the business to be transacted and the circumstances of the time. This may include meeting online for remote working or to improve access to those providing evidence to the Committee or a Panel.

6 ENGAGING WITH THE CABINET

- 6.1 Legislation relating to local authority governance provides for the separation of the Executive and Non-executive Members of a Council in order to provide a check and balance on decision-making. The Overview and Scrutiny Committee therefore shall engage regularly with Cabinet, particularly regarding its future work programme and the Forward Plan. The first of such meetings should be arranged with Cabinet prior to the first meeting of the Committee. The Chairs of the Overview and Scrutiny Committee and the Scrutiny Panels shall seek to liaise on a regular basis with the relevant Cabinet Members covering relevant portfolios regarding the progress of the work programme, agenda setting and requests for reports, attendance and updates.
- 6.2 The Leader of the Council and Chief Executive shall be invited to the Overview and Scrutiny Committee as required, based upon the agenda of a meeting, but at least once a year at the meeting when the Overview and Scrutiny work programme is considered. This shall be an opportunity to discuss jointly, amongst other matters, the Council's priorities for the next year. Meetings between the Cabinet and scrutiny should focus on outcomes and be respectful and constructive, respecting the different but complementary nature of the roles and the value of scrutiny to the Council and its residents.
- 6.3 All Cabinet Members will be expected to attend either the Overview and Scrutiny Committee and/or Scrutiny Panels as required and with reasonable notice, based upon the agenda of a meeting, but at least twice a year. Cabinet Members will be expected to provide information specific to an agenda item, to provide updates on key areas within their portfolios and to answer questions.
- 6.4 The Leader and Cabinet Members attending an Overview and Scrutiny Committee or Scrutiny Panel meeting may be accompanied and assisted by any service officers they consider necessary. The Member may invite an officer attending to answer a question and provide information on their behalf.
- 6.5 Cabinet Members and senior officers attending formal meetings of scrutiny bodies shall strive to provide full answers to questions that are put to them. Where this is not possible due to the necessary information not being accessible at the meeting, a written answer will be provided within 7 working days of the date of the meeting. To better meet requests for information, members of the Committee

and its Panels will seek to provide advance notice of questions so that Cabinet Members and senior officers may prepare for their participation in the meeting.

7 RESPONDING TO SCRUTINY RECOMMENDATIONS

7.1 Overview and Scrutiny may make recommendations to the Cabinet or any other public service providers. Recommendations to Cabinet shall be introduced by either the Chair of the Overview and Scrutiny Committee or the relevant Scrutiny Panel. They shall be responded to by the appropriate body within two months of their receipt. Responses shall be circulated to Members of the relevant scrutiny body before the Cabinet meeting to approve the response. Where recommendations from Overview and Scrutiny are not accepted by Cabinet, an explanation will be given of the reasons why. Where a response is requested from NHS funded bodies, the response shall be made within 28 days.

8 THE OVERVIEW AND SCRUTINY WORK PROGRAMME

8.1 Overview and Scrutiny will agree its own annual work programme and keep it under review over the course of a municipal year. It will have regard to corporate and strategic priorities and consult widely to inform the focus for scrutiny activity.

8.2 The Council's Democratic Services Team shall coordinate the development of the work programme for Overview and Scrutiny, covering the work of the Committee and of the Scrutiny Panels. The development process for this should include engagement with Members, Cabinet, senior officers, partners, voluntary and community organisations and residents, with specific opportunities provided for each of them to submit suggestions. Whilst safeguarding the independence of the scrutiny process, the Committee shall have regard to all such suggestions when they decide their work programme.

8.3 Decision makers should seek to involve scrutiny in the development of new policy at an early stage when proposals are being developed so that account can be taken of it when developing its work plan.

8.4 As part of the development of the work programme, the Committee will determine how external partners and public service providers shall be scrutinised and engage with key personnel to build the necessary relationships and awareness for this purpose.

8.5 The scrutiny work programme should reflect a balance of activities, including:

- Holding the Executive to account;
- Policy review and development;
- Performance management;
- External scrutiny; and
- Public and community engagement.

8.6 The work programme should;

- Reflect local needs and priorities. Issues should be of community concern as well as Borough Plan and Medium Term Financial Strategy priorities;
- Prioritise issues that have most impact or benefit to residents;
- Involve local stakeholders; and
- Be flexible enough to respond to new or urgent issues.

8.7 Scrutiny work will be carried out in a variety of ways and use whatever format that is best suited to the issue being considered. This can include a variety of "one-off" reports as well as in-depth scrutiny

review projects that provide opportunities to thoroughly investigate a topic and recommend improvements.

- 8.8 In deciding its work programme, the Committee shall be mindful of the need to achieve meaningful outcomes by ensuring that plans are deliverable within the timescale set and with the resources available.
- 8.9 A template shall be maintained and shared by the Democratic Services Team to provide criteria to assist with the preparation and updating of the work programme. The Team also will assist the Committee and its Panels in tracking their decisions and requesting updates on progress from time to time, following which the Chair and officer will consider whether such matters need to form an agenda item.
- 8.10 A template shall be maintained for the use of the Chairs and Officers of the OSC and Panels to assist the Cabinet and senior officers in understanding the purpose of scrutiny activity relating to specific topics and to justify requests for information or reports. Agenda planning meetings shall be arranged between Chairs and senior officers ahead of scheduled meetings to ensure clarity on any reports that are requested. A detailed scope, terms of reference and project plan shall also be prepared for each in-depth scrutiny review project prior to it starting. This shall include consideration of resources, timescale for completion and aspired outcomes.

9 BUDGET SCRUTINY

- 9.1 The Council's budget shall be scrutinised by both the Overview and Scrutiny Committee and each of the Scrutiny Panels. The role of the Committee shall be to scrutinise the overall budgetary position and direction of the Council and strategic issues relating to this, whilst each Scrutiny Panel will scrutinise areas that come within their terms of reference. Any individual areas of the budget that are not covered by the Panels shall be considered by the Committee.
- 9.2 A lead Committee member from the largest opposition group shall be responsible for chairing the Budget Scrutiny process and co-ordinating recommendations made by respective Scrutiny Panels and the Committee relating to the budget.
- 9.3 To allow effective scrutiny of the budget in advance of it formally being set, the following timescale is suggested:
- **Scrutiny Panel Meetings: May to November**
The Overview and Scrutiny Committee will receive regular budget monitoring reports budget whilst each Scrutiny Panel shall monitor budgets within their respective areas. Between May and November, this shall involve scrutinising progress with the Medium Term Financial Strategy (MTFS) approved at the budget setting full Council meeting in February.
 - **Scrutiny Panel Meetings: December/January**
Each Scrutiny Panel shall hold a meeting following the release of the December Cabinet report on the new MTFS. The Committee will also meet to consider proposals relating to any areas within the MTFS that are not covered by individual scrutiny panels. Each Panel and the Committee shall consider the proposals in this report for their respective areas, in addition to their budget scrutiny already carried out. Relevant Cabinet Members will be expected to attend these meetings to answer questions relating to proposals affecting their portfolios as well as senior service officers.

Scrutiny Panels and the Committee may also request that the Cabinet Member for Finance and/or senior officers attend these meetings to answer questions.

- **Overview and Scrutiny Committee Meeting: January**

The Committee will consider and make recommendations on the overall budgetary position and direction of the Council and the MTFs. Each Scrutiny Panel and the Committee shall also submit their final budget scrutiny report to the meeting for ratification, containing their recommendations/proposals in respect of the budget for the areas within their terms of reference.

- **Cabinet Meeting: February**

The recommendations from the Budget Scrutiny process that have been approved by the Committee shall be referred to the Cabinet. As part of the budget setting process, the Cabinet will clearly set out its response to the recommendations/proposals.

10 ACCESS TO INFORMATION

- 10.1 Legislation and the Council's own Standing Orders provide for all Members to have access to information based upon their membership of Committees and on a need to know basis.
- 10.2 For Overview and Scrutiny to be effective, it needs access to relevant information and in a timely manner. In particular, it is imperative that it has the information necessary to provide effective challenge about the provision, quality and resourcing of services. It has a legal right to information and this includes enhanced power to access exempt or confidential information. This is in addition to existing rights that Councillors have to access information.
- 10.3 Overview and Scrutiny Members need access to key information about the management of the Council, particularly on performance, management, funding and risk. Members should also be given the support necessary to ensure that they understand such information. In seeking this information, they should be mindful of the capacity of the Council to resource activity and the value and outcomes likely to be gained through it.
- 10.4 Overview and Scrutiny should not rely purely on those who are directly responsible for services for information and should seek to supplement the evidence at its disposal from within the Council from other sources, including service users, other residents and partners.
- 10.5 A template shall be maintained for the use of the Chairs and Officers of the OSC and Panels to explain the basis for the request for information and to detail the information that is required and the purpose to which it will be put. Requests will be responded to positively and in a timely manner. To ensure that the information provided is relevant, officers should ensure that they have a clear understanding of the reasons why information is needed by seeking clarification if necessary.
- 10.6 It is recognised that there may be rare occasions when it may be legitimate for information to be withheld and a written statement setting out the reasons for this will be provided to the OSC and its lead officer should this occur. Cabinet Members and senior officers will nevertheless seek to avoid refusing requests or limiting the information they provide. Before a decision exceptionally is made not to share information, serious consideration will be given to whether the information can instead be shared in closed session and the reason for this stated.
- 10.7 Where a Cabinet Member or senior officer determine that information requested by the OSC should be withheld, the OSC may refer the matter to the Monitoring Officer for adjudication if it wishes to

challenge the decision. In considering the matter, the Monitoring Officer should have regard to the legitimacy of Overview and Scrutiny, the reason(s) given for withholding the information and the value to the Council and residents of scrutiny activity on this matter.

11 TRANSPARENCY AND OPENNESS

11.1 One of the key roles of Overview and Scrutiny is to promote transparency and openness. The presumption therefore will be that its meetings will take place in public and the need to hold closed sessions will be avoided. Meetings that take place as part of the evidence gathering process for in-depth scrutiny reviews will also take place in public.

11.2 However, it is accepted that there will be limited occasions when it will be appropriate to meet in closed session because of the nature of the business or the position of the witness giving evidence. Evidence gathering activities may therefore take place outside of formal meetings if necessary or appropriate.

11.3 The status of meetings in terms of public or closed sessions, recording and documentation should be made clear in advance to all individuals attending to provide evidence.

12 OFFICER ADVICE

12.1 The Code of Conduct for Officers is clear that all Members are entitled to receive impartial advice and have access to information by virtue of their membership of committees and on a need-to-know basis.

12.2 There is therefore an expectation that all Senior Officers will provide impartial advice to scrutiny bodies as and when required. The Statutory Scrutiny Officer and the Monitoring Officer have particular roles in ensuring that timely, relevant and high quality advice is provided.

12.3 There is a specific statutory requirement for the Council to designate a Statutory Scrutiny Officer. The role of this officer is:

- To promote the role of the authority's overview and scrutiny committee(s);
- To provide support to the authority's overview and scrutiny function and to local Councillors;
- To provide guidance to members and officers of the council in relation to overview and scrutiny's functions.

12.4 The Statutory Scrutiny Officer cannot be the Council's Head of Paid Service, the Monitoring Officer or the Chief Finance Officer.

12.5 The Monitoring Officer has three principal responsibilities:

- To report on matters they believe are, or may be, illegal or amount of maladministration;
- To be responsible for the conduct of councillors and officers; and
- To be responsible for the operation, review and updating of the constitution.

12.6 Where there are disagreements about Overview and Scrutiny's powers, role and remit, the role of the Statutory Scrutiny Officer will be to advocate on behalf of it and protect its independence. The role of the Monitoring Officer will be to adjudicate on such matters and, if need be, report to Full Council on any issues that may need addressing.

Protocol for Non - Voting Co-opted Members

Introduction

- 1.1 The primary purpose of establishing a protocol for the co-option of non statutory, non-voting scrutiny members is as follows:
- To set out how the appointment and role of non- voting scrutiny Panel members is taken forward.
- 1.2 Each Scrutiny panel is entitled to appoint up to three non-voting co-optees to assist scrutiny with its work. Non -voting co-optees are intended to bring an additional element of external challenge to the work of the scrutiny panels. By bringing a diverse spectrum of experience and adding a different perspective to many items, they are expected to add value to scrutiny by performing the following roles:
- To act as a non-party political voice for those who live and/or work in Haringey; and
 - To bring specialist knowledge and/or skills to the Overview and Scrutiny process and bring an element of external challenge by representing the public.
- 1.3 For the purposes of this protocol, the term ‘Co-opted members/Co-optees’ refers to Co-opted Non-statutory, Non-voting scrutiny members. Sections 2.4, 3, 4 and 5 of this protocol could also be applicable to Standards Committee which is also able to appoint up to 6 non-voting co-opted members as set out in the Constitution at Article 9 - paragraph 9.02.

2. Non - Voting Co-opted members

- 2.1 Most members on Scrutiny Committees are elected members and voting co-opted members. Although provision is available for the appointment of up to three co-optees on for each Scrutiny Panel. The decision making on appointment of non – voting co-opted members should take place at the start of the Municipal year.
- 2.2 Non-voting Co-opted members will be an integral part of Scrutiny Panels and are able to contribute to questioning of witnesses and analysis of evidence. Scrutiny Panel chairs are advised to invite individuals who have specific and detailed knowledge of a particular issue to act as expert witnesses or independent external advisers instead of being applicable to the appointment process at section 5 below , as this will provide them with greater scope to contribute to evidence received by panels.
- 2.3 It is expected that appointed non-voting co-optees will:
- Attend formal meetings of the Panel, which are usually held in the evening.
 - Attend additional meetings and evidence gathering sessions such as site visits.
 - Prepare for meetings by reading the agenda papers and additional information to familiarise themselves with the issues being scrutinised.

- Prior to meetings consider questions they may wish to put to Cabinet Members, officers, and external witnesses.
- Help the Panel to make practical suggestions for improvements to services.
- Assist in the preparation of reports and the formulation of recommendations.
- Contribute to the development of the annual scrutiny work programme.
- Establish good relations with members, officers and other co-optees.
- Abide by the relevant sections of the Council's Constitution in terms of the rules and procedures for Overview and Scrutiny; and
- Keep abreast of key issues for the authority and bear these in mind when scrutinising services and making recommendations for improvement!

2.4 Non-voting co-opted member should also note the following:

- Co-optees on Scrutiny Panels will have no voting rights.
- Each co-opted member will usually be appointed for a period of 1 year by the Scrutiny panel at their first meeting of the Municipal year and their membership reviewed on an annual basis by the Scrutiny Panel.
- Employees and existing Councillors of Haringey Council are excluded from applying to be Co-optees.

3. Appointment process

3.1 Primarily, Scrutiny will seek nominations from established community groups for Non -voting Co-optee positions. Where the panel identifies that a Non - voting Co-opted member maybe beneficial to the work of the Panel and its work programme for the coming municipal year, the Chair of Scrutiny and Panel Chair , supported with advice from Scrutiny Officers, will identify the appropriate community organisation to invite nominations for this role. The community groups will be known through established contact with the Council and through their existing contact with scrutiny members by participating in reviews.

3.2 Where the above is not possible and a particular experience/ expertise is required to assist the Panel for the duration of the municipal year, consideration can also be given to advertising the position on council's website and social media

3.3 Community organisations will be sent:

- Information on the role of overview and scrutiny non -voting co-opted members.
- Protocol for co-opted non-statutory non-voting members
- Information on the relevant Scrutiny Panel, the Scrutiny Work programme, and the skills and experience being sought to allow the community organisation to identify the appropriate individual to nominate.

3.4 Where the Panel is seeking particular expertise/ experience which is not available through contact with community organisations and the role is advertised, an application form will be sent to interested applicants. This will include a number of questions that have been devised by the Chair of Overview and Scrutiny and Scrutiny

Panel Chair and Scrutiny Officers which will draw out the experience, community involvement and expertise needed for participation in this role.

- 3.5 The Scrutiny Panel Chair, along relevant scrutiny officer will shortlist suitable candidates. This will include an assessment against the Scrutiny Work Plan , role in the community, and considering the criteria at section 1.1 above. Applicants will also be asked to attend a short interview and provide a reference.

4. Term of office

- 4.1 Non-voting Co-opted members will be appointed for the duration of the Municipal year and the Scrutiny Panel will annually renew their membership according to consideration of their work plan.
- 4.2 Any Non-voting Co-opted members shall be appointed at the first Scrutiny Panel meeting of each Municipal year. A report shall be made to this meeting that specifies how they will add value to the work of the Panel and in particular:
- 4.3 The specialist knowledge and/or skills that the proposed Co-optees will provide; and the basis on which they can represent the local community and articulate their concerns.
- 4.5 At the end of the local election year period of office, each Scrutiny Committee will ask the Co-opted members if they wish to continue. If they do want to continue, they will be subject to the appointment process outlined above.
- 4.6 Co-optees may terminate their membership by giving one month's notice to the Democratic and Scrutiny Team Manager.

5. Code of Conduct

- 5.1 All Co-optees, including non-voting co- opted members, are required to sign the council's code of conduct which sets out the standards of behaviour expected.
- 5.2 Co-optees must also sign a declaration of interest form identifying any interests which an individual may have which require recording. Advice will be provided on these requirements.
- 5.3 Induction, training, and ongoing support
- 5.4 Non-Co-optees will receive an individual induction following appointment and prior to attending their first scrutiny meeting.
- 5.5 The induction will involve meeting with the Chair of the panel they are joining and the scrutiny officer responsible for the Panel.
- 5.6 Non-voting Co-optees are voluntary positions and there is no allowance provision for this role.

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APPENDIX D: Overview & Scrutiny Remits and Membership 2023/24

Scrutiny Body	Areas of Responsibility	Cabinet Links
<p>Overview & Scrutiny Committee Cllr Matt White (Chair), Cllr Pippa Connor (Vice Chair), Cllr Makbule Gunes, Cllr Michelle Simmons-Safo, Cllr Alexandra Worrell</p> <p>The Committee shall also comprise statutory education representatives, who shall have voting rights solely on education matters</p>	<ul style="list-style-type: none"> • Haringey Deal: coproduction, codesign, participation and local democracy • Communications • Corporate governance, performance, policy and strategy • External partnerships 	<p style="text-align: center;">Cllr Peray Ahmet Leader of the Council</p>
	<ul style="list-style-type: none"> • Council finances, budget and MTFS • Participatory budgeting • Income generation • Community wealth-building: <ul style="list-style-type: none"> ○ Procurement: policies, frameworks and systems ○ Insourcing policy and delivery • Capital strategy • Council Tax policy • HR, staff wellbeing and corporate recruitment • IT and digital transformation • Data policy and reform • Information management • Elections • Emergency planning 	<p style="text-align: center;">Cllr Dana Carlin Cabinet Member for Finance and Local Investment</p>

Scrutiny Body	Areas of Responsibility	Cabinet Links
	<ul style="list-style-type: none"> • Active citizenship and VCS organisations • Parks • Leisure 	<p style="text-align: center;">Cllr Emily Arkell Cabinet Member for Culture, Communities & Leisure</p>
	<ul style="list-style-type: none"> • Jobs and skills • Local business • Town centres and high streets. 	<p style="text-align: center;">Cllr Ruth Gordon Council House Building, Placemaking and Local Economy</p>
	<ul style="list-style-type: none"> • Social inclusion • Licensing and regulatory services 	<p style="text-align: center;">Cllr Adam Jogee Cabinet Member for Community Safety and Cohesion</p>
	<ul style="list-style-type: none"> • Waste and fly-tipping • Customer services 	<p style="text-align: center;">Cllr Seema Chandwani Cabinet Member for Resident Services and Tackling Inequality</p>
	<p>Cross cutting, significant or high profile issues; Matters outside the remit of individual panels</p>	<p style="text-align: center;">To be determined according to issue</p>
<p>Adults & Health Scrutiny Panel Cllrs Connor (Chair), Brennan, Iyngkaran, Mason, O'Donovan, Opoku & Peacock.</p> <p>Co-optees: Ali Amasyali & Helena Kania.</p>	<ul style="list-style-type: none"> • Adult social care • Violence Against Women and Girls (VAWG) • Mental health and wellbeing • Refugee and migrant wellbeing • Public Health • Safeguarding adults 	<p style="text-align: center;">Cllr Lucia das Neves Cabinet Member for Health, Social Care and Well-Being</p>

Scrutiny Body	Areas of Responsibility	Cabinet Links
	<ul style="list-style-type: none"> • Transitions 	
<p>Children & Young People Scrutiny Panel Cllrs Gunes (Chair), Abela, Adamou, Blake, Collett, Isilar-Gosling, Jameson.</p> <p>Co-optees: Amanda Bernard, Yvonne Denny, Venassa Holt & Lourdes Keever.</p>	<ul style="list-style-type: none"> • Adoption and fostering • Early help • Early years and childcare • Looked after children and care leavers • Unaccompanied minors • Safeguarding children • Schools and education • Services for children with disabilities and additional needs • 16-19 education • Youth services and youth justice • Transitions 	<p>Cllr Zena Brabazon Cabinet Member for Children, Schools and Families</p>
<p>Climate, Community & Culture Scrutiny Panel. Cllrs Simmons-Safo (Chair), Adamou, Adje, Culverwell, Dunstall, Diakides & Isilar-Gosling.</p>	<ul style="list-style-type: none"> • Climate Action Unit • Strategic Transport • Air pollution • Liveable Neighbourhoods • Trees and canopy cover • Coproduced green spaces • Local renewable energy • Sustainability and decarbonisation 	<p>Cllr Mike Hakata Cabinet Member for Climate Action, Environment and Transport and Deputy Leader of the Council</p>
	<ul style="list-style-type: none"> • Highways • Flooding • Local welfare 	<p>Cllr Seema Chandwani Cabinet Member for Resident Services and Tackling Inequality</p>

Scrutiny Body	Areas of Responsibility	Cabinet Links
	<ul style="list-style-type: none"> • Local food policy • Culture • Libraries 	<p style="text-align: center;">Cllr Emily Arkell Cabinet Member for Culture, Communities & Leisure</p>
	<ul style="list-style-type: none"> • Crime prevention • Safer streets • Community cohesion 	<p style="text-align: center;">Cllr Adam Jogee Cabinet Member for Community Safer & Cohesion</p>
<p>Housing, Planning & Development Scrutiny Panel Cllrs Worrell (Chair), Barnes, Bevan, Blake, Harrison-Mullane, Hymas & Moyeed.</p>	<ul style="list-style-type: none"> • Council housing • Housing associations • Private sector housing <ul style="list-style-type: none"> ○ Private rented homes (inc. landlord licensing and enforcement) ○ Empty Homes • Housing needs • Homelessness and rough sleeping • Planning policy, framework and enforcement (inc. Local Plan) 	<p style="text-align: center;">Cllr Sarah Williams Cabinet Member for Housing Services, Private Renters and Planning</p>
	<ul style="list-style-type: none"> • Housing Strategy and Development • Building high-quality new council homes • Renewing Council housing estates • Placemaking • Council property 	<p style="text-align: center;">Cllr Ruth Gordon Council House Building, Placemaking and Local Economy</p>
<p style="text-align: center;">If there is any overlap between the business of the Panels, it is the responsibility of the OSC to resolve the issue. Areas which are not covered by the 4 standing Scrutiny Panels shall be the responsibility of the main OSC.</p>		

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Report for: **Housing, Planning and Development Scrutiny Panel**

Date: 27 June 2023

Title: **Update on Damp and Mould**

Report

Authorised by: **David Joyce, Director of Housing, Regeneration and Planning**

Lead Officer:

Ward(s) affected: **All**

Report for Key/

Non-Key Decision: **Non-key**

1. Describe the issue under consideration

This report gives an update on damp and mould following the Ombudsman's intervention at the end of 2022.

2. Recommendations

Housing & Regeneration Scrutiny is recommended to note this report.

3. Context

Regulatory

i. Housing Ombudsman [Spotlight on Damp and Mould](#) (Oct 2021)

This report heavily criticised the way several social housing landlords have failed to listen to and effectively act upon reports from their tenants and leaseholders about incidents of damp and mould in their homes. The Ombudsman's report asks that social housing providers must adopt a zero-tolerance approach to tackling damp and mould. Landlords should also not use the 'lifestyle' of residents as a reason to dismiss reports of dampness and becoming more proactive in their approach when dealing with tenants' complaints about damp.

ii. [Social Housing Regulation Bill](#)

The Bill seeks to ensure all social housing residents are given a greater voice in how their homes are managed and that their complaints are listened to and dealt with effectively.

iii. [The Coroner's Report for Awaab Ishak](#)

In November 2022, following the inquest into the death of Awaab Ishak, the coroner's report was published, which found that he died from a respiratory condition caused by long term exposure to mould in his social housing Rochdale home. Following this, social landlords were requested to self-assess against the 26 recommendations made in the Ombudsman's 'Spotlight' report, which includes having a dedicated damp and mould policy in place.

iv [Council's response](#)

In response to the above, Haringey Council established a cross council working group in November 2022 to ensure we had a more joined up approach to addressing damp and mould risks, with senior management representation from Housing, Customer Services and Corporate Feedback, Childrens, Adults, Environment, and our Corporate Support Services. This group has

been working to ensure we comply with our legal responsibilities, meet the Housing Ombudsman's recommendations in 'The Spotlight on Damp and Mould' report and respond to the Regulator of Social Housing's requests for information in November 2022 and in February 2023.

A specific update from the Councils private sector team has been included as part of this report as appendix 3.

4. Data and assessment of damp and mould

I. Analysis of data

In response to the Regulator of Social Housing's request for information in November 2022, we initially analysed the following datasets to create a predictive data model of the most at-risk properties:

- Stock condition surveys where HHSRS damp and mould hazards had been identified.
- Reported repairs data over the last two years for properties where the job included damp and mould issues; properties where mould wash has been undertaken; properties where a repair for leaks, roofing and plumbing jobs had been reported.
- All open and closed disrepair cases, Ombudsman cases, Elected Members enquiries and complaints relating to damp and mould in assessing properties in the past year.
- Data on properties identified as having structural defects which could increase the chances of damp and mould.
- Properties where the EPC rating is below Band C as damp and mould is more likely to be prevalent in less energy efficient stock.
- Resident information including vulnerability flags relating to age and disability, family make up and potential overcrowding.

We took this worse-case scenario and risk-based approach to assessing damp and mould prevalence as we wanted to ensure we minimised the possibility of missing any cases that had not been reported recently.

ii Update on levels of category 1 cases of damp and mould (severe)

Our initial data analysis returned a figure of 64 possible damp and mould category 1 cases which would represent a high prevalence of category 1 cases of damp and mould in our housing stock. We began a programme of urgent visits to the properties identified by our predictive model, to carry out inspections, arrange urgent remedial works and take any other steps needed to ensure the safety of residents in these properties.

We have now visited and assessed 63 of the 64 properties identified as potential category 1 cases and can now confirm that only 10 of these were confirmed as category 1 cases by an HHSRS qualified surveyor, and these are all being actively managed with remedial works in progress. For the 1 property from the original 64 that we haven't been able to visit there are specific access issues that we are working to address.

We have also identified 6 additional category 1 cases that weren't included in our original submission, and we are actively managing these through the provision of remedial works.

II. Process of assessment

The HHSRS is a check of hazards someone's home that could affect their health. The assessment is carried out by a qualified Council officer. The council is obligated to act if serious problems are found.

This could include:

- informal negotiation with the landlord to improve the property.
- formal enforcement action against the landlord.

Damp and mould fall under the remit of HRS assessment. There are several routes into the Council to report damp and mould.

Once a report is made, it will be reviewed, and the tenant responded to within 5 working days. As per the damp and mould policy the below process will be adhered to:

Category 1 (serious) hazards: -

- In the most severe cases, a works order will be raised, and an emergency inspection will be carried out by a surveyor within one working day.
- We will aim to remove the immediate risk, where appropriate, through a damp a mould wash. This will ensure that the home does not pose a threat to the health of the household. Where the risk cannot be removed immediately because of the extent of the works required we will move residents out of their home immediately under our temporary moves policy if the location of the mould in their home poses a risk to their health. Household members' vulnerabilities will also be considered, for example if the household contains children or people with conditions making them particularly susceptible to illness following exposure to any mould.
- In all other cases, a works order will be raised, and an operative/surveyor will attend within five working days.
- Complete the works to property within 3 months (unless there is an exceptional reason why this cannot be achieved).
- An operative/surveyor will complete an inspection 3 months after works have been completed to ensure there are no further issues.

Category 2 (moderate) hazards: -

- All referrals relating to damp and mould will be reviewed and the tenant responded to within five working days.
- A works order will be raised, and an operative/surveyor will attend within five working days.
- The surveyor that has visited the property will agree an action plan with the resident including agreeing a schedule of works.
- Where it is appropriate, mould washes will be undertaken and dehumidifiers will be provided and advice given to the resident on how to reduce issues with damp and mould, while the cause of the damp is identified and rectified.
- Repairs will be undertaken within the target time scale as set out in our published repairs standards.
- We will keep these cases under review, and we will ask residents or their advocates to let us know if the damp and mould returns or gets worse.
- In the meantime, advice will be provided on how to reduce damp and mould.
- In circumstances where a serious Cat 2 hazard is identified and this is causing adverse effects to residents who are vulnerable for age and health related conditions, the Operational Director, Housing Service and Building Safety may decide or delegate this decision for a temporary decant to be offered.

III. Challenges with the data

There have been several challenges when collating and updating the data on damp and mould cases. HRS are currently using a spreadsheet format to record data and there is a requirement to acquire and implement a case management system that can help manage and monitor cases. The spreadsheet currently in use to record data is accessed by several people and the data is prone to corruption. A case management system would enable easier case management and cleaner data.

5. Ombudsman

- I. The Housing Ombudsman have been carrying out an investigation into our handling of damp and mould ombudsman cases and have requested two lots of documentation to assess our approach to damp and mould.
- ii. A key document we provided to them was our action plan tracking progress against the implementation of the 26 Ombudsman recommendations and this is included at Appendix A.
- iii. We are due to hear back from the Ombudsman on their draft report in June 23 and the report will include a further set of recommendations on how we can improve our approach to damp and mould.

6. Challenges

I. Fuel Poverty

Rising energy/fuel costs, low incomes and energy inefficient homes are restricting peoples choices on how they spend their money. Some families are forced to choose between heating and eating.

Within Haringey 12.6% of Haringey households (approx. 13,000) live in Fuel Poverty, the 4th highest percentage in London and substantially above the London average (10.1%). Fuel poverty is concentrated in the centre of the borough, a disproportionate number will be social housing tenants. (Information from State of the Borough 2018)

When tenants do not heat their homes, this can contribute the perfect conditions for damp and mould.

II. Overcrowding

When a property is overcrowded it has a major impact on creating conditions for damp and mould due to more people in a smaller space will create humidity and this in increases the likelihood of condensation.

III. Previous asset management - Window replacement

Double glazing is an energy efficient way of regulating temperature in the home. Often ventilation is installed with double glazing as the windows can be 'too' efficient at keeping cold air out and hot air in. If that ventilation is not used correctly or is insufficient for the space this can create damp and mould within the property. In addition around 30% of Haringey social housing stock meets decent homes standards and as part of this cohort we have several homes that retain single pane glass windows – this is a another driver that creates condensation leading to damp and mould.

7. Policy and Process Changes

I. Damp & Mould Policy

The Policy was approved by Cabinet in April 2023. The policy sets out both a response to government, and a guarantee to our residents. The policy covers Council responsibilities to tenants and leaseholders living in council homes and to residents living in temporary accommodation within our own stock and leased accommodation. The Council's responsibilities to private sector residents in Haringey is outside the scope of this policy. The policy can be found on the Council's Cabinet webpages here (page 321): [Damp and Mould Policy](#).

II. Decant Policy

Decants will be offered to all households who live in a property assessed at Category 1 on HHRS. The policy sets out the offer and support Haringey Council will offer to secure tenants who are required to temporarily move out of their home to undertake planned essential repairs or improvements. Key points include:

- **All** decisions (> 2 weeks) now referred to Decants Panel
- Panel will also monitor **all** Decants & review as needed
- Tenants continue to pay rent & payment plans for perm address. Temporary address under **rent free license**.
- Temporary like-for-like decants offered in policy.
- Panel can only offer permanent **in limited circumstance**
- Tenants encouraged to make own arrangements with grant payment & expenses etc not in current policy
- Payments set out in separate schedule inc. subsistence to those without cooking facilities e.g., B&B

The Policy can be found on the Councils Website here: [Temporary Moves \(Decant policy\) March 2023 \(haringey.gov.uk\)](#) alongside the payments schedule: [Decant payments schedule - 14 March 2023 \(haringey.gov.uk\)](#)

III. Damp and Mould hotline and email inbox

The hotline went live on the 22nd of March 23. It enables residents reporting damp and mould to come straight through to the Housing Repairs Service (HRS) where the information they provide will be triaged by trained members of staff and assigned to the correct resolution.

There is also a damp and mould inbox, managed by HRS, where residents and staff can send concerns about damp and mould.

IV. Roll out of training / briefing sessions.

HRS Training

Training has already been undertaken within the repairs team in the past year, but additional training has been arranged to improve the diagnostic of damp and mould issues including HHSRS training for all team leaders and surveyors within the repairs and maintenance services.

Resource issues identified early in the journey – only one member of the workforce is qualified to carry out HHSRS assessments. Training has been deployed and three cohorts of staff have been given HHSRS training. There is also a recruitment drive to bring in temporary surveying resource to assist with assessments.

Briefing sessions for staff

To roll out the new policy and process damp and mould briefings were carried out across different departments and services. More in-depth technical training was provided to the workforce within HRS who would be answering the calls on the damp and mould hotline.

V. Communications

A communications and engagement plan has been developed with the communications team to ensure that key messages about damp and mould are

effectively communicated to residents. Our communications routes have been reviewed and refreshed. Some of the actions taken include:

- Writing to all potentially affected residents and asking them to get in touch regarding any damp and mould issues in their properties.
- The website has been updated so that residents wanting to raise a repair know there is a slightly different route for damp and mould.
- An article in the Home Zone newsletter, spring 2023.

Use of appendices:

Appendix 1 – Damp and Mould Action Plan

Appendix 2 – Draft Communications & Engagement Plan

Local Government (Access to Information) Act 1985 : Not applicable

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
	Chapter 1: From reactive to proactive		Key deliverable in place and date agreed	Key deliverable and target date	May 23 progress comments
1	Landlords should adopt a zero-tolerance approach to damp and mould interventions. Landlords should review their current strategy and consider whether their approach will achieve this.	A new Damp and Mould policy has been developed that clearly sets out adoption of a 'zero tolerance approach to damp and mould', drawing on the recommendations in the Ombudsman report. Further review and changes to the policy were made following Secretary of State and Regulator of Social Housing letters and the updated policy went to Council Cabinet and was signed off in April 23. The policy provides a summary of our work to establish a zero tolerance approach to damp and mould.	New Damp and Mould policy (COMPLETED April 23).		Cabinet approved policy in April. Q2 and Q4 updates to Customer Core Group (CCG) on implementation of policy planned. Review of policy with CCG scheduled for March 24.
2	Landlords should consider whether they require an overall framework, or policy, to address damp and mould which would cover each area where the landlord may be required to act. This would include any proactive interventions, its approach to diagnosis, actions it considers appropriate in different circumstances, effective communication and aftercare.	Damp and Mould policy developed and signed off by Cabinet in April 23 and new damp and mould process has been developed to reflect our new approach. These documents summarise plans in place to ensure proactive preventative interventions, the approach to diagnosis, actions considered	New Damp and Mould policy (COMPLETED April 23). New Damp and mould process map (COMPLETED April 23).		

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
		appropriate in different circumstances, effective communication, and aftercare.			
3	Landlords should review the accessibility and use of their systems for reporting repairs and making complaints to ‘find their silence’.	Our repairs programme and resident experiences programmes are reviewing the use of systems for reporting repairs and making complaints. In relation to damp and mould specifically, a damp and mould inbox has been set-up and cases reported are being either contacted and/or visited depending on the severity of the case reported. A dedicated phonenumber to respond to damp and mould enquiries has also been established to improve access to residents on this key issue. The predictive dashboard we created to assess damp and mould cases analysed a number of data sets including repairs booked, disrepair cases, complaints, member enquiries, vulnerabilities and EPC ratings to ensure we are reducing over-reliance on residents on reporting issues directly themselves.	<p>Predictive Power BI dashboard (COMPLETED Dec 22). Set up Damp and mould inbox (COMPLETED Jan 23). Damp and mould phone line and trained call answering staff (COMPLETED March 23).</p>	Procure case management system with predictive capability (TBC - Mar 24)	<p>Meetings with three potential providers of case management systems undertaken in April / May. Paper confirming preferred option being developed in May 24 and business case due for agreement by new Housing IT Board in June 24.</p>

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
4	Landlords should identify opportunities for extending the scope of their diagnosis within buildings, for example by examining neighbouring properties, to ensure the response early on is as effective as possible.	Our new policy makes the commitment that we will identify opportunities for extending the scope of their diagnosis within buildings, for example by examining neighbouring properties, to ensure the response early on is as effective as possible and is being picked up by surveyors as part of their inspections. Our Access process has also been recently reviewed and signed off by our Housing Board in April 23 (not directly linked to damp and mould project).	New Damp and Mould policy (COMPLETED April 23).		
5	Landlords should implement a data driven, risk-based approach with respect to damp and mould. This will reduce over reliance on residents to report issues, help landlords identify hidden issues and support landlords to anticipate and prioritise interventions before a complaint or disrepair claim is made.	We have a wide range of data sets which we have used to analyse the extent of damp and mould issues affecting our properties. Since April 2021, a RICS registered practice has been undertaking stock condition surveys of our properties, which at the end of their commission will mean that 100% of our rented stock and blocks will have been surveyed. HHSRS hazards are identified when these surveys are undertaken. The data sources we have used	Establish Predictive Power BI dashboard (COMPLETED Dec 22).	Procure case management system with predictive capability (TBC - Mar 24)	(See above progress comment on case management system).

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
		<p>include:</p> <p>§ Stock condition surveys where HHSRS damp and mould hazards have been identified.</p> <p>§ Reviewing reported repairs data over the last two years for properties where the job has included damp and mould issues; properties where mould wash has been undertaken; properties where a repair for leaks, roofing and plumbing jobs have been reported.</p> <p>§ We have included all open and closed disrepair cases, Ombudsman cases, Elected Members enquiries and complaints relating to damp and mould in assessing properties in the past year.</p> <p>§ We have included data on properties which have been identified as having structural defects which could increase the chances of damp and mould.</p> <p>§ Reviewing properties where the EPC rating is below Band C as damp and mould is more likely to be prevalent in less energy efficient stock.</p> <p>§ Resident information including</p>			

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
		<p>vulnerability flags relating to age and disability, family make up and potential overcrowding.</p> <p>We have analysed the aforementioned data to create a hierarchy of the most at-risk properties. We have undertaken desktop reviews for cases where the property has been visited by a surveyor in the past 3 months where a report or other information has enabled a HHSRS assessment to be completed.</p> <p>This methodology has been independently reviewed by a 3rd party to ensure that our approach is robust.</p>			
6	<p>Where properties are identified for future disposal or are within an area marked for regeneration, landlords should proactively satisfy themselves that residents do not receive a poorer standard of service or lower living conditions, that steps are taken to avoid homes degrading to an unacceptable condition and that they regularly engage and communicate with these residents.</p>	<p>Our new damp and mould policy specifically commits us to this recommendation. The Council also has an asset management strategy and area based regeneration strategies in place alongside associated plans, reporting mechanisms and resident engagement arrangements to ensure it maintains its statutory and legal duties to keep properties safe, warm and dry, whilst communicating and engaging</p>	<p>New Damp and Mould policy (COMPLETED April 23).</p>	<p>Asset Management Strategy currently being reviewed as part of a wider process (Initial paper on scope of review produced in March 23).</p>	<p>Revised 23-24 programme and proposed 5 year plan being worked on and due by June 2023. (Wider piece of work not with damp and mould project).</p>

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
		with affected residents. (More information can be provided on the detail of this if required).			
	Landlords should avoid taking actions that solely place the onus on the resident. They should evaluate what mitigations they can put in place to support residents in cases where structural interventions are not appropriate and satisfy themselves they are taking all reasonable steps.	<p>We are taking several proactive steps that avoid us solely placing the onus on the resident, and these vary depending on the severity of the issue. For Category 1 Failures:</p> <p>§ Where there is a category 1 failure in a property we will consider the individual circumstances of the household including any vulnerabilities when determining if residents should be decanted to alternative accommodation whilst the damp and mould issues are resolved.</p> <p>§ Dehumidifiers are being provided and advice given to the resident on how to reduce issues with damp and mould, while the cause of the damp is identified and rectified.</p> <p>§ The surveyor that has visited the property will agree an action plan with the resident including agreeing a schedule of works.</p> <p>§ We will aim to do a mould wash within 10 days or as soon as practically possible.</p>	<p>New Damp and Mould policy (COMPLETED April 23). New Damp and mould process map (COMPLETED April 23). Updated Decant policy (COMPLETED Mar 23). Updated decant process map (COMPLETED Mar 23).</p>		
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Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
		<p>§ Complete the works to property within 3 months (unless there is an exceptional reason why this cannot be achieved).</p> <p>§ Undertake an inspection 3 months after works have been completed to ensure no further issues.</p> <p>Category 2 Failures:</p> <p>§ Where it is appropriate mould washes will be undertaken and dehumidifiers will be provided.</p> <p>§ Works will be undertaken in line with Haringey’s published repairs standards.</p> <p>§ We will keep these cases under review and we will ask residents or their advocates to let us know if the damp and mould gets worse.</p> <p>§ In the meantime, advice will be provided on how to reduce damp and mould.</p> <p>Wider actions:</p> <p>§ The dashboard which has been developed as part of this work will be further developed going forward to enable proactive identification of potential category 1 and 2 failures.</p> <p>§ We are increasing our use of</p>			

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
		<p>contractors to enable damp and mould cases to be addressed in shorter time periods. This includes issuing more jobs to existing supply-chain and procuring additional contractor resources.</p> <p>§ We are procuring specialist supply chain including consultants to resolve on -going damp issues in properties where the source of the damp is harder to identify.</p>			
8	Together with residents, landlords should review the information, materials and support provided to residents to ensure that these strike the right tone and are effective in helping residents to avoid damp and mould in their properties.	We have a proactive communications approach in place to ensure our residents have all the information they need about damp and mould issues, and reporting, through our website and other comms channels. We reviewed all of this information recently to ensure the right tone was used and to ensure effective guidance is being provided.	Damp and mould content updated on website (COMPLETED Dec 22). Press release and members statement (COMPLETED Dec 22). Policy reviewed with residents in March 2023 (COMPLETED Mar 23).	Damp and mould content included in Home Zone (Apr 23)	Damp and mould content was included in the Spring Home Zone and was published to residents in line with target date. Additional comms timelines set out in comms and engagement plan included.
9	Landlords should be more transparent with residents involved in mutual exchanges and make the most of every opportunity to identify and address	Staff visiting properties have been tasked with looking for and identifying damp and mould issues and reporting these back,	Updated home visit and vulnerability visit documents (COMPLETED Feb 23).		

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
	damp and mould, including visits and void periods.	and our vulnerability visit approach and associated procedural documents have been updated to support this.			
10	Landlords should ensure their strategy for delivering net zero carbon homes considers and plans for how they can identify and respond to potential unintended consequences around damp and mould.	The Council has plans in place for retrofitting its housing stock which will help mitigate some issues linked to damp and mould, such as reducing heating demand and improving health benefits. Works will include insulation and replacement heating systems. The target is to bring all council housing stock from an average Energy Performance Certificate (EPC) rating of a low Band C to Band B by 2035. The Council will be putting an appropriate ventilation strategy in place to ensure we mitigate the risk associated with retrofit, namely thermal bridging, of an increase in damp and mould.	New Damp and Mould policy (COMPLETED April 23).	Asset Management Strategy and associated Energy plans currently being reviewed as part of a wider process (Initial paper on scope of review produced in March 23).	(See above comment re: 23-24 programme and proposed 5 year plan).
	Chapter 2: From inferring blame to taking responsibility				

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
11	Landlords should review, alongside residents, their initial response to reports of damp and mould to ensure they avoid automatically apportioning blame or using language that leaves residents feeling blamed.	Our approach to responding to damp and mould has been reviewed and a new policy has been developed to ensure staff avoid automatically apportioning blame or using language that leaves residents feeling blamed. Once the new policy has been approved by Cabinet, further training for the new policy will be implemented, including training for all relevant staff, including relevant neighbourhood staff.	New Damp and Mould policy (COMPLETED April 23).	HHSRS training in progress for wider range of staff and other training in progress including Customer Service and Housing Management (May 23).	Wider face to face training programme being developed with Learning Development team and proposal to come back to damp and mould group for agreement (June 23).
12	Landlords should consider their current approach to record keeping and satisfy themselves it is sufficiently accurate and robust. We would encourage landlords to go further and consider whether their record keeping systems and processes support a risk-based approach to damp and mould.	As set out above, a dashboard was developed to enable proactive identification of potential category 1 and 2 cases, and responses to these cases is being tracked and reported on a weekly basis. Alongside this we have been reviewing and improving our Damp and Mould process and are looking to introduce a Complex Case Management System in order to ensure we continue to strengthen our risk-based approach to damp and mould.	Power BI dashboard (COMPLETED Dec 22). Damp and Mould tracker (COMPLETED Dec 22).	Procure case management system with predictive capability (TBC - Mar 24)	(See above progress comment on case management system).

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
13	Landlords should ensure that their responses to reports of damp and mould are timely and reflect the urgency of the issue.	The policy, procedure and process have been developed to ensure responses to damp and mould are timely and weekly reporting is in place to ensure damp and mould cases being identified are being effectively responded to.	Damp and Mould tracker (COMPLETED Dec 22).		
14	Landlords should review the number of missed appointments in relation to damp and mould cases and, depending on the outcome of any review, consider what steps may be required to reduce them.	Weekly reporting on damp and mould appointments / visits has now been established to track our progress in responding to damp and mould cases and will allow us to review our approach, including the number of missed appointments and other issues arising, as we proceed. (We also track and review right-first-time KPI for all repairs appointments).	New Damp and Mould policy (COMPLETED April 23). New Damp and mould process map (COMPLETED April 23). Weekly reporting in place (COMPLETED Jan 23).		
15	Landlords should ensure that their staff, whether in-house or contractors, have the ability to identify and report early signs of damp and mould.	Increased training and equipment is being made available for staff to improve diagnostics and early rectification. This includes HHSRS training for all surveyors and team leaders and staff who visit properties.	Initial training for surveyors with PRS team (COMPLETED Dec 22). Training for call handling staff and customer service staff (COMPLETED Mar 23).	HHSRS training in progress and other training in progress including Customer Service and Housing Management staff (May 23).	Wider face to face training programme being developed with Learning Development team and proposal to come back to damp and mould group

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
					for agreement (June 23).
16	Landlords should take steps to identify and resolve any skills gaps they may have, ensuring their staff and contractors have appropriate expertise to properly diagnose and respond to reports of damp and mould.	We recognise that we need more in-house qualified surveying resource and are currently working to recruit interim surveyors. We are also procuring specialist supply chain including consultants to resolve on-going damp issues in properties where the source of the damp is harder to identify.	Initial training for surveyors with PRS team (COMPLETED Dec 22). Training for call handling staff and customer service staff (COMPLETED Mar 23).	HHSRS training in progress and other training in progress including Customer Service and Housing Management staff (May 23). Recruitment of HHSRS qualified surveyors (May 23).	Reviewing external capacity to complement internal team (May / June 23)

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
17	Landlords should ensure that they clearly and regularly communicate with their residents regarding actions taken or otherwise to resolve reports of damp and mould. Landlords should review and update any associated processes and policies accordingly.	A key part of the new damp and mould policy and procedure is that when surveyors visit a property they agree an action plan with the resident including agreeing a schedule of works. The newly reviewed and updated damp and mould process also sets out agreed follow-up steps, including post-inspection calls and visits.	New Damp and Mould policy (COMPLETED April 23). New Damp and mould process map (COMPLETED April 23).		
18	Landlords must ensure there is effective internal communication between their teams and departments, and ensure that one individual or team has overall responsibility for ensuring complaints or reports are resolved, including follow up or aftercare	A Damp and Mould group has been established to help ensure there is effective internal communication between teams and departments. This group includes representation from the Corporate Feedback team who coordinate the responses to complaints relating to damp and mould. The new damp and mould process developed sets out the working arrangements and hand-offs between the different teams involved in the process. At the current time the Head of Repairs and the Disrepair Manager have responsibility for ensuring cases are resolved, including follow-up and aftercare, and this is intended to be the case until the	Cross-council Damp and Mould group established (COMPLETED Nov 22). New damp and mould process established (COMPLETED April 23).	Complex cases team to be established by Repair programme (Date TBC)	Recruitment underway to repairs team given no. of complex repairs we are seeing within the business (May / June 23).

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
		Complex Repair manager is appointed.			
19	Landlords should ensure that their complaints policy is effective and in line with the Complaint Handling Code, with clear compensation and redress guidance. Remedies should be commensurate to the distress and inconvenience caused to the resident, whilst recognising that each case is individual and should be considered on its own merits.	The Haringey Council complaints policy is effective and is substantively in line with the Complaint Handling Code, with clear compensation and redress guidance. Remedies are commensurate to the distress and inconvenience caused to the resident, and we recognise that each case is individual and should be considered on its own merits. As the Housing Services (previously Homes for Haringey) merged back into the council in June 2022 some further work is being done to update our policies and processes in this area.	Housing Complaints policy updated and understood to be consistent with Ombudsman guidance (COMPLETED Feb 23).		
	Chapter 3: From disrepair claims to resolution				
20	Landlords need to ensure they can identify complex cases at an early stage, and have a strategy for keeping residents informed and effective resolution.	Our repairs programme is currently reviewing our approach to the management of complex cases, including category 1 and category 2 damp and mould cases, and is developing proposals around the establishment of a complex cases team and a case management system.		Complex cases team to be established by Repair programme (Date TBC)	Recruitment underway to repairs team given no. of complex repairs we are seeing within the business (May / June 23).

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
21	Landlords should identify where an independent, mutually agreed and suitably qualified surveyor should be used, share the outcomes of all surveys and inspections with residents to help them understand the findings and be clear on next steps. Landlords should then act on accepted survey recommendations in a timely manner.	Since April 2021, a RICS registered practice has been undertaking stock condition surveys of our properties, which at the end of their commission will mean that 100% of our rented stock and blocks will have been surveyed. The outcomes of surveys and inspections are shared with residents to help them understand the findings and be clear on next steps. We are reviewing our approach to ensure all survey recommendations, including those related to damp and mould, are acted upon in a timely manner. We are also procuring specialist supply chain including consultants to resolve on-going damp issues in properties where the source of the damp is harder to identify.	A RICS registered practice has been undertaking stock condition surveys of our properties (IN PLACE since April 2021).	Recruitment or procure additional surveying capacity (May / June 23)	Recruitment underway to repairs team given no. of complex repairs we are seeing within the business (May / June 23).
22	Where extensive works may be required, landlords should consider the individual circumstances of the household, including any vulnerabilities, and whether or not it is appropriate to move resident(s) out of their home at an early stage.	Where there is a category 1 failure in a property, we are considering the individual circumstances of the household including any vulnerabilities when determining if residents should be decanted to alternative accommodation whilst the damp and mould issues are resolved.	Updated Decant policy (COMPLETED March 23). Updated decant process (COMPLETED March 23).		

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
23	Landlords should promote the benefits of their complaints process and the Ombudsman to their residents as an appropriate and effective route to resolving disputes.	Haringey Council's complaints policy and process are published on our website alongside information on the right to refer a case to the Housing Ombudsman and the benefits of doing so.	Housing Complaints policy updated and understood to be consistent with Ombudsman guidance (COMPLETED Feb 23).		
24	Landlords should continue to use the complaints procedure when the pre-action protocol has commenced and until legal proceedings have been issued to maximise the opportunities to resolve disputes outside of court. Landlords should ensure their approach is consistent with our jurisdiction guidance and their legal and complaint teams work together effectively where an issue is being pursued through the complaints process and protocol.	Housing Complaints policy reviewed in Feb 23 and understood to be consistent with Ombudsman guidance.	Housing Complaints policy updated and understood to be consistent with Ombudsman guidance (COMPLETED Feb 23).		
	Chapter 4: From a complaints to a learning culture				
25	Landlords should consider how best to share learning from complaints and the positive impact of changes made as a result within the organisation and externally. Systems should allow the landlord to analyse their complaints data effectively and identify themes, trends and learning opportunities.	Our Feedback and Complaints team carry out customer satisfaction surveys on our complaint handling process. The feedback received is monitored and reported to management with recommendations for improvements in our service. We provide training to all staff on effective complaint handling and why this is important to us at	Housing Complaints policy updated and understood to be consistent with Ombudsman guidance (COMPLETED Feb 23).		

Appendix 1: Damp and Mould Action Plan – Updated May 2023

No	Housing Ombudsman recommendations	April 2023 comments	DELIVERED / COMPLETED	IN PROGRESS	
		<p>Haringey. From the feedback we receive from complaints, we share this with our service teams and work collaboratively to create better ways of working (and this includes themes, trends and learning opportunities).</p>			
26	<p>Landlords should ensure they treat residents reporting damp and mould with respect and empathy. The distress and inconvenience experienced by residents in this area is some of the most profound we have seen, and this needs to be reflected in the tone and approach of the complaint handling</p>	<p>Our approach to responding to damp and mould has been reviewed and a new policy has been developed to ensure all staff treat residents reporting damp and mould with respect and empathy, including complaints handling staff. We recognise the distress and inconvenience experienced by residents in this area and the current review work of our complaints team structure and processes will help ensure the appropriate tone and approach for complaints handling is embedded.</p>	<p>Updated Housing Complaints policy (COMPLETED Feb 23). New Damp and Mould policy (COMPLETED April 23). New Damp and mould process map (COMPLETED April 23).</p>		

DRAFT Damp & Mould communications and engagement plan



Objectives

- To ensure that our target audiences understand that we are taking this issue seriously
- To explain and discuss what we are doing to make things better
- To ensure tenants and leaseholders are aware of the services and support available to them and can hold us to account
- To raise awareness of the dedicated phone line and email amongst our internal and external audiences



Target audience

- Tenants and leaseholders
- Housing staff
- Wider council staff
- Members
- Housing sector
- Other local authorities
- Central Government and agencies



Key messaging principles

What we want our communications to be	Our method
Direct, honest and timely	<ul style="list-style-type: none"> • Identify clear messages appropriate for the audience • Simple language, simple packaging (even when the subject is complex) • Paint a realistic picture (good or bad) • No surprises – communicate early (especially with people directly affected by changes and decisions)
Inclusive and accessible	<ul style="list-style-type: none"> • Communications will cater for different preferences and needs • Tell residents and leaseholders what they need to do and how we will support them
Engaging and two-way	<ul style="list-style-type: none"> • Consult people on decisions that affect them and be open to feedback • Create opportunities for people to help shape the direction of travel
Positive	<ul style="list-style-type: none"> • This is not an excuse for 'spin'. It means that we need to keep reinforcing ie 'The Haringey Deal'
Values-driven	<ul style="list-style-type: none"> • Reinforce and demonstrate our values: caring, collaborative, community-focused, courageous, creative
Appropriate and relevant	<ul style="list-style-type: none"> • Make sure we use the right tone, style and channels in the right way • Tailor messages and information to the audience • Ensure we do not blame residents for damp and mould issues in their homes



Key messages

- The safety and well-being of our residents will always be our number one priority
- We are taking this very seriously and are pulling out all the stops to improve things quickly
- We are taking a series of actions to deliver significant improvements
- We have put in place a damp and mould action plan to identify cases of damp and mould in our homes and deal with them quickly and effectively
- We understand that a warm, safe and well-maintained home is a foundation that every individual and family should be able to expect
- We intend to do better – we are not just saying we will do better
- We now have a dedicated damp and mould reporting line for our council tenants
- If you have a problem with damp and mould and have not yet reported it to us, or we have not yet been in touch, you can phone us on 020 8489 5611
- If you prefer, you can email us dampandmould@haringey.gov.uk with your full address including the postcode, as well as your full name and a contact phone number



What we've done so far – Homes for Haringey

Homes for Haringey produced a range of communications materials about damp and mould, including:

- Regular tweets with tips and guidance
- An article on how to prevent damp in the winter edition of Homes Zone, our tenants and leaseholders magazine
- A news story about damp and mould on the Homes for Haringey website, pointing residents to their webpages which offered advice, guidance and tips
- Features on damp and mould in the winter editions of the monthly e-newsletter to residents
- A video which offered advice on how to prevent damp and mould

How to prevent damp and mould

You will need

- Health and Safety Executive (HSE) approved mould spray
- cleaning cloths



Haringey
LONDON

What we've done so far

After Homes for Haringey was brought back under the direct control of the council in June 2022, we have also produced a range of communications materials about damp and mould.

Help with damp and mould in your home

We take damp and mould in resident's homes very seriously. [Find out what the council is doing to tackle damp and mould in council properties](#)

Whilst serious damp and mould can be harmful to health it is also important to remember that not all damp or mould is dangerous.

Damp and mould in homes can get worse in cold weather especially when homes fall below a certain temperature due to heating not being used or not being effective. If you are struggling with your energy costs, please see our [Haringey Here to Help webpages](#).

- [Definitions](#)
- [Reporting damp and mould in your home](#)
- [Help and advice](#)

We updated our damp and mould landing page in December with definitions, help and advice, and information on how report damp and mould.

All the pages on our website relating to housing include a link to the damp and mould landing page.



Feature providing damp and mould advice and promoting our dedicated helpline in Homes Zone Spring 2023 edition.



Resident Engagement 1

- The policy lead who developed the damp and mould policy consulted the residents on our Customer Core Group in March 2023.
- The following feedback from residents was taken on board in the development of the final version of the policy:
 - Further emphasis on how we are addressing the 26 recommendations from the Ombudsman's report.
 - More detail and clarity around the process for responding to damp and mould cases and reducing response times for actioning cat 1 failures.
 - Including reference to role of the group being involved in any review of the policy.
 - Adopting a separate resident communications approach specifically for damp and mould.
 - Setting out KPIs / measures which are being used for monitoring performance.

Resident Engagement 2

- The policy lead also provided the following feedback re: follow -up with the Customer Core Group:
- Agreed we would involve them in any review of the policy, and this is specifically mentioned in the document.
- They were keen to have sight of progress with implementation of the policy so maybe a mid -year update report to the group.
- They wanted clear and prominent communications to residents about how they can deal with damp and mould, the policy and what residents can expect from us in terms of a response.
- Also suggested residents be surveyed about their experiences of damp and mould and satisfaction with how the Council is dealing with – maybe pick up from res sat and complaints stats.

Resident Engagement 3

In order to respond to the feedback provided by the Customer Core Group, our plan is:

- For a senior repairs representative to go back to the Customer Core Group at the mid-year point of 23/24 to provide an update on the implementation of the policy.
- A senior repairs representative will also do a follow-up session with the Customer Core Group at year end of 23/24 to provide an update on the implementation of the policy over the first year of it's life.
- At the same time, the policy lead will attend the customer core group to review the policy with them in line with the agreement made.
- As the Customer Core Group asked for a satisfaction survey to be delivered on damp and mould our proposal is to include a question on this in our 23/24 Tenant Satisfaction Survey.
- The residents on the group also asked for clear and prominent communications to residents about how they can deal with damp and mould, the policy and what residents can expect from us in terms of a response, and this is set out in the first section of this plan.

Appendix 3

BRIEFING

Briefing for:	Housing & Regeneration Scrutiny Panel Members
Title:	Private Sector Housing Damp and Mould update
Purpose of briefing:	To provide an update on the response to damp and mould cases in the private rented sector
Lead Officer:	Lynn Sellar
Date:	

1. Describe the issue under consideration.

1.1 Following the outcome of the inquest into the tragic loss of Awaab Ishak as a direct result of mould in his family home, On the 19th November 2022, the Department for Levelling Up Housing and Communities (DLUHC) wrote to all local authorities Private Sector Housing Services.

1.2 The communication from DLUHC was a written direction for all Local Authorities to utilise the powers provided to them under section 3(3) of the Housing Act 2004 in carrying out their duty to review housing conditions in their area.

1.3 Local Authorities private sector housing services were asked to undertake the following;

- Have particular regard to high scoring (bands D and E) category 2 damp and mould hazards, as outlined in the guidance 'Housing health and safety rating system (HHSRS) enforcement guidance: housing conditions'¹
- supply the department with an assessment of damp and mould issues affecting privately rented properties in your area, including the prevalence of category 1 and 2 damp and mould hazards; and
- Supply the department with an assessment of action you have identified that may need to be taken in relation to damp and mould issues affecting privately rented properties in your area.

¹ <https://www.gov.uk/government/publications/housing-health-and-safety-rating-system-enforcement-guidancehousing-conditions>

1.4 The private sector housing team were in a position to respond positively to the request of DLUHC and have provided two updates on our actions to the Department since their initial contact on 19th November 2023.

2. Background

2.1 Local housing authorities have a duty under the Housing Act 2004 (“the Act”) to keep housing conditions in their area under review with a view to identifying any action that may need to be taken by them under the Act (section 3(1)).

2.2 There are many provisions made within the Housing Act 2004 for local authorities to achieve this review of housing conditions.

- The Housing Act 2004 under Part 1 makes provision for council officers to inspect property using a system known as The Housing Health and Safety Rating System (HHSRS or rating system). The Housing Health and Safety Rating System is the Government’s approach to the evaluation of the potential risks to health and safety from any deficiencies identified in dwellings and has been in practice since it was introduced in 2006.
- In addition to Part 1 of the Housing Act 2004, Part 2 make provision for the Mandatory licensing of property rented as Houses in Multiple Occupation (HMO) where they are occupied by 5 or more unrelated individuals. Also within Part 2 is the discretionary power for local authorities to extend the Mandatory licensing of HMO’s by introducing Additional HMO licensing schemes, which can include any HMO within a specified area of the Local Authority’s borough.
- Part 3 of the Act makes provision for further licensing under the form of selective licensing of private rented property. Such licensing depending on the circumstances may require authorisation from DLUHC to be allowed to proceed.
- All Licensing scheme must meet the legal criteria for their implementation and have a clear strategic approach and defined objectives in order for them to be considered and approved.

3. Delivering outcomes

3.1 As highlighted, we are currently utilising the powers given under section 3(3) of the Housing Act 2004. As part of the utilisation of these powers we have since 2019 been reviewing, (see below) our housing conditions and as a result have been able to put these powers to use. This includes:

- a. Use of the part 1 powers to investigate complaints and ensure compliance of category 1 and 2 hazards (including damp and mould) with the use of the HHSRS.

This is carried out through a reactive complaints service for private sector housing tenants. Property inspection will be undertaken using HHSRS when necessary in order to assess hazards and take the appropriate enforcement actions. From November 2022 we have inspected any complaint made in regards of damp and mould in person and have where necessary used HHSRS to assess the severity of damp and mould in order for enforcement action to be taken against a landlord if required.

HHSRS is also used as part of the Property Licensing Compliance inspection regime.

- b. The Council since 2006 have undertaken the legal requirement to licence and inspect all Mandatory HMO property.

In 2019 the Council approved an Additional HMO Licensing scheme for the whole borough. Making it a legal requirement for the owner of any property rented as an HMO to obtain a licence from the council.

- c. DLUHC approved Haringey Council's application to designate 14 wards in the east of the borough as subject to selective property licensing. This became operational from 17th November 2022. This scheme covers an area that was identified as having high need due to poor housing conditions. This scheme alongside wider licensing conditions focuses on housing standards and improving energy efficiency (which directly and indirectly is related to preventing conditions known to affect damp and mould).

3.2 All Licenced HMO property in the borough must have a compliance inspection as part of the licence programme. This inspection regime is to check that property meets legal requirements. It is a proactive inspection programme and is therefore not reliant on tenants complaining about their housing conditions. This is an important element of property licensing as we know tenants often are in fear of complaining due to retaliation by a landlord, many tenants are often not aware of their rights to complain or just don't know that there is a council service available to support them when they have issues with a landlord. We are therefore in a position to identify deficiencies such as damp and mould that would usually go undetected.

3.3 The Selective Property Licensing scheme although in its infancy has had a good response from Landlords applying for Licence applications. Unlike HMO licensing Selective licensing does not require all property to be inspected however as our schemes main aim is to improve property condition, we are committed to inspecting 50% of the licences issued will received a in person inspection.

3.4 A pre-requisite of this scheme is to provide Energy Performance Certification for the property. A property with a non-complaint EPC will be required to have the energy performance of that property improved to the statutory minimum standard. Although poor energy efficiency is not the cause of all damp it can be a contributing factor when linked to excess cold.

4. Outcomes Achieved.

4.1 HMO Licencing outcomes from 27th May 2019 to 27th May 2023

- 4913 HMO Licensing applications received.
- 3186 Final Licences have been issued.
- 1500 HMO compliance Inspections have been undertaken.

4.2 Selective Licensing outcomes from 17th November 2022 to 27th May 2023.

- 8941 selective licences have been received.
- 3214 final licences have been issued.
- Compliance inspections have only just started for this scheme and are prioritised based on risk.

Housing and Regeneration Scrutiny Panel

Work Plan 2022 - 24

<p>1. Scrutiny review projects; These are dealt with through a combination of specific evidence gathering meetings that will be arranged as and when required and other activities, such as visits. Should there not be sufficient capacity to cover all these issues through in-depth pieces of work, they could instead be addressed through a “one-off” item at a scheduled meeting of the Panel. These issues will be subject to further development and scoping. It is proposed that the Committee consider issues that are “cross cutting” in nature for review by itself i.e., ones that cover the terms of reference of more than one of the panels.</p>		
Project	Comments	Priority
Review on Landlord Licensing and Renting in the Private Sector	<p>To review the impact of the implementation of the Council’s landlord licensing scheme on the private rented sector. The review will be looking at both the additional licensing scheme, introduced in 2019, as well as impending introduction of the selective licensing scheme, following DHULC approval.</p> <p>The Panel are also keen to understand what other support the Council could provide to those living in the Private Rented Sector and what are other local authorities doing around this.</p>	

<p>2. “One-off” Items; These will be dealt with at scheduled meetings of the Panel. The following are suggestions for when particular items may be scheduled.</p>		

Date	Potential Items
2022-23	
28 June 2022	<ul style="list-style-type: none"> • Terms of Reference • Private Sector Landlord Licensing Scheme • Empty Homes Policy • New Local Plan Update • Community Infrastructure Levy Update
29 September 2022	<ul style="list-style-type: none"> • Update on the Council's Housing Delivery Programme • Use of the Private Rented Sector to meet Housing Need • Wards Corner Update
01 November 2022	<ul style="list-style-type: none"> • Update on the insourcing of Homes for Haringey • Temporary Accommodation <ul style="list-style-type: none"> ○ Standards and quality of TA accommodation and how the Council works with and seeks compliance from external TA providers.

	<ul style="list-style-type: none"> ○ The Council’s acquisitions programme - How we acquire TA properties and bring them up to standard. ● Aids and Adaptions & Housing for people with disabilities and other specific needs. <ul style="list-style-type: none"> ○ How do we ensure that people with specific needs receive suitable accommodation?
12 December 2022 (Budget Meeting)	<ul style="list-style-type: none"> ● Budget scrutiny ● Housing Repairs performance and update on improvement plans
27 February 2023	<ul style="list-style-type: none"> ● Housing Associations ● Housing repairs improvement plan ● Placemaking Approach
2023/24	
27 June	<ul style="list-style-type: none"> ● Terms of Reference ● Update on progress on the working the Social Housing Regulator ● Damp & Mould ● Housing Services Scrutiny– Future agenda items inc. voids and Housing Repairs updates

19 September	•
14 November	• Local Plan – Update on Draft Local Plan Consultation and comments on plan
18 December (Budget)	• Budget Scrutiny
26 February	

Possible future items:

- Update on repairs improvement plan
- Update on Fire Safety including change of regulations around separate staircases
- Statutory asset Management Plan
- Housing Building Programme, inc. how the financial business case behind that is being monitored
- Placemaking –What the next stage of that engagement will look like (Wood Green Voices).
- Allocations Policy
- Local Plan update
- Modern Methods of Construction – possible small review