

Felicity Parker

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19 July 2012

To: All Members of the Overview and Scrutiny Committee

Dear Member,

Overview and Scrutiny Committee - Monday, 23rd July, 2012

I attach a copy of the following reports for the above-mentioned meeting which were not available at the time of collation of the agenda:

- 7. ESTABLISHMENT OF OSC SCRUTINY PANELS AND THEIR TERMS OF REFERENCE AND WORK PROGRAMME (PAGES 1 - 8)**
- 13. OVERVIEW AND SCRUTINY WORK PROGRAMME (PAGES 9 - 20)**

Yours sincerely

**Felicity Parker**  
**Principal Committee Co-Ordinator**

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<b>Report for:</b>	Overview and Scrutiny Committee	<b>Item Number:</b>	7
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<b>Title:</b>	Terms of Reference and Membership of Scrutiny Panels
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<b>Report Authorised by:</b>	Cllr Reg Rice Chair, Overview and Scrutiny Committee
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<b>Lead Officer:</b>	Eve Pelekanos, Head of Strategy and Business Intelligence <a href="mailto:Eve.Pelekanos@Haringey.gov.uk">Eve.Pelekanos@Haringey.gov.uk</a>
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<b>Ward(s) affected:</b>	<b>Report for Key/Non Key Decisions:</b>
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## 1. Describe the issue under consideration

- 1.1. In July 2010, the Council began a review of governance arrangements in Haringey. The review examined the function and operation of council meetings to ensure that local democratic structures:
  - were responsive to local needs and concerns
  - helped to develop civic engagement
  - provided value for money for local residents.
- 1.2. A key objective within the Governance Review was to examine the Overview and Scrutiny function and ensure that it assists Council to make key decisions and helps to develop policy in a useful and effective manner. In light of this, a new structure for Overview & Scrutiny was developed.
- 1.3. Within the new Overview & Scrutiny structure, there is one overarching Overview and Scrutiny Committee and four scrutiny panels. Panels will have responsibility for scrutinising their own discrete areas of work, which are:
  - Adults and Health
  - Children & Young People
  - Communities
  - Environment and Housing



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- 1.4. It is important to note that the work of the four Panels is overseen by the main Overview and Scrutiny Committee and recommendations made by these Panels must be approved by the main Overview and Scrutiny Committee.
- 1.5. This report includes the terms of reference and areas of responsibility for the new scrutiny panels as well as the Panel membership for approval by the Overview and Scrutiny Committee.
- 1.6. The Overview and Scrutiny Committee determines the terms of reference of each Scrutiny Panel. If there is any overlap between the business of the Panels, it is the responsibility of the Overview and Scrutiny Committee to resolve this issue.
- 1.7. Areas which are not covered by the 4 Scrutiny Panels shall be the responsibility of the main Overview and Scrutiny Committee.

**2. Cabinet Member introduction**

N/A

**3. Recommendations**

- 3.1. That the Overview and Scrutiny Committee establishes 4 standing Scrutiny Panels as laid out in this report, to examine designated public services.
- 3.2. That the Overview and Scrutiny Committee approve the Terms of Reference for the Panels as laid out below.
- 3.3. That the Overview and Scrutiny Committee approve the Panel Membership as laid out below.

**4. Other options considered**

N/A

**5. Scrutiny Panels**

- 5.1. As a subcommittee, scrutiny panels are non-decision making bodies and the work programme and any subsequent reports and recommendations that each panel produces must be approved by the Overview & Scrutiny Committee. Such reports can then be referred to Cabinet or Council under agreed protocols.

**5.2. Terms of Reference for Scrutiny Panels**

Policy Development and Review

- 5.2.1. Any Scrutiny Panels established by the Overview and Scrutiny Committee may, in accordance with Part Two, Article 6.03 (b) of the constitution:
  - i. Assist the Council and the Cabinet in the development of its budget and policy framework by in-depth analysis of policy issues;



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- 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.

Scrutiny

5.2.2. Any Scrutiny Panels established by the Overview and Scrutiny Committee may, in accordance with Part Two, Article 6.03 (c) of the constitution:

- 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 nonexecutive 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).

Approval of findings and recommendations

5.2.3. Scrutiny Panels must refer their findings/recommendations to the main Overview and Scrutiny Committee for approval prior to referral to Cabinet or the Council as appropriate.

Policy Areas

5.2.4. Areas of policy for each panel are laid out below:

**Adults and Health Scrutiny Panel**

- Adult social care
- Public Health
- Link with CCG
- Health and Wellbeing Board
- Adult health services
- Children's health services
- Transition
- Changes to service provision



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**Environment and Housing Scrutiny Panel**

- Carbon reduction
- Recycling and waste management
- Highways
- Sustainable transport
- Parking
- Parks and Open spaces
- Planning & Licensing
- Enforcement
- Strategic housing policy, social housing, housing allocations.

**Children and Young People Scrutiny Panel**

- Looked after Children
- Fostering and adoption
- Education e.g. exam results & school improvements
- Youth offending
- Safeguarding
- Child poverty
- Effectiveness of partnership working

**Communities Scrutiny Panel**

- Crime and disorder
- Libraries
- Culture
- Leisure
- Equalities
- Domestic violence
- Area Forums and Committees

**5.3. Membership of the Panels**

5.3.1. As laid out in the Overview and Scrutiny Protocol and as agreed at Full Council on 16<sup>th</sup> July 2012 individual panels will be chaired by a Member of the Overview & Scrutiny Committee. The total membership of the panel will consist of between 3 and 7 non executive members and be politically proportional as far as possible (including the Chair), and that apart from the Chair, the other Panel members to be non-executive members.

5.3.2. Each Scrutiny Panel is entitled to appoint up to three non-voting co-optees. The Children and Young People's Scrutiny Panel membership, shall include the statutory education representatives of OSC. It is intended that the education representatives would also attend the Overview and Scrutiny Committee meetings where reports from a relevant Scrutiny Panel are considered.

5.3.3. The proposed Panel membership for each of the Panels is as follows:

- **Adults and Health Scrutiny Panel**  
Cllr Adamou (Chair) - Labour  
Cllr Stennett - Labour



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Cllr Mallett – Labour  
Cllr Erskine – Liberal Democrat  
Cllr Winskill – Liberal Democrat

▪ **Environment and Housing Scrutiny Panel**

Cllr McNamara (Chair) - Labour  
Cllr Stanton - Labour  
Cllr Gibson – Labour  
Cllr Alexander – Liberal Democrat  
Cllr Bloch – Liberal Democrat

▪ **Children and Young People Scrutiny Panel**

Cllr Newton (Chair) – Liberal Democrat  
Cllr Allison – Liberal Democrat  
Cllr Stewart – Labour  
Cllr Christophides - Labour  
Cllr Brabazon – Labour

▪ **Communities Scrutiny Panel**

Cllr Winskill (Chair) – Liberal Democrat  
Cllr Reid – Liberal Democrat  
Cllr Bull - Labour  
Cllr Basu - Labour  
Cllr Adje - Labour

**5.4. Cycle of meetings**

5.4.1. As per the Overview and Scrutiny Protocol, each of the scrutiny panels will meet five times per year, one of which will be a dedicated budget scrutiny meeting.

**6. Comments of the Chief Finance Officer and financial implications**

6.1. There are no financial implications arising from the recommendations set out in this report. Should any of the work undertaken by panels generate recommendations with financial implications, these will be highlighted at that time.

**7. Head of Legal Services and legal implications**

7.1. The Head of Legal Services has been consulted over these proposals and is satisfied that the establishment of Scrutiny Panels as set out in the report meets all legal requirements. The inclusion of non-executive members who are not members of the Overview and Scrutiny Committee means that the Panels cannot discharge overview and scrutiny functions and must direct all their conclusions/findings/recommendations to Overview and Scrutiny Committee for approval.

7.2. There are no other legal implications arising from this report.

**8. Equalities and Community Cohesion Comments**



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8.1. Overview and scrutiny has a strong community engagement role and aims to regularly involve local residents in its work. It is anticipated that the new structure will enable local residents to have greater involvement in the work of Scrutiny by making engagement a more integral part of the scrutiny process.

8.2. Scrutiny promotes openness and transparency. All meetings and documents are public and therefore open to local people.

**9. Head of Procurement Comments**

9.1. N/A

**10. Policy Implication**

10.1. Scrutiny has a role in policy development and review across the Council and Partnership as well as to act as a direct link to the local community. It is therefore anticipated that Overview and Scrutiny will, during the course of its work, make recommendations which will have an impact on Council and partnership policy.

10.2. The work of both the main Overview and Scrutiny Committee and the Scrutiny Panels is intended to add value to the work of the Council and its partners. It is not intended that the work of Scrutiny duplicates work being undertaken elsewhere.

**11. Use of Appendices**

N/A

**12. Local Government (Access to Information) Act 1985**





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**Appendix A – Scrutiny bodies: role and service areas.**

Scrutiny body	Exec Lead	Scrutiny role	Policy service /areas covered
<b>Overview and Scrutiny Committee</b>  <b>Chair:</b> <b>Cllr Rice</b>	<u>Cabinet</u> Leader Cllr Goldberg Cllr Strickland  Chief Executive	<ul style="list-style-type: none"> <li>▪ Cabinet Q &amp; A</li> <li>▪ Scrutiny work programme</li> <li>▪ Ratifying reports of Panels</li> <li>▪ Budget Scrutiny</li> <li>▪ Borough wide/cross cutting topics</li> <li>▪ Call-in</li> <li>▪ CCFA</li> <li>▪ Updates on previous reviews</li> <li>▪ Updates from scrutiny panels</li> </ul>	<ul style="list-style-type: none"> <li>▪ Corporate Policy &amp; Strategy</li> <li>▪ Council Budget</li> <li>▪ Council performance</li> <li>▪ Corporate property</li> <li>▪ IT</li> <li>▪ Customer Services</li> <li>▪ Benefits</li> <li>▪ Legal services</li> <li>▪ Regeneration</li> <li>▪ Employment/worklessness</li> <li>▪ Voluntary sector</li> <li>▪ Community cohesion</li> <li>▪ Tottenham Regeneration Project</li> <li>▪ St Ann's redevelopment</li> <li>▪ Partnership arrangements</li> </ul>
<b>Adults and Health</b>  <b>Chair:</b> <b>Cllr Adamou</b>	<u>Cabinet</u> Cllr Vanier Cllr Waters <u>Directors:</u> Mun Thong Phung Libby Blake Jeanelle de Gruchy	<ul style="list-style-type: none"> <li>▪ Cabinet Q &amp; A</li> <li>▪ Performance</li> <li>▪ Policy and strategy</li> <li>▪ Budget scrutiny</li> <li>▪ Updates on previous scrutiny reviews</li> <li>▪ Substantial variations (health)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Adult social care</li> <li>▪ Public Health</li> <li>▪ Link with CCG</li> <li>▪ Health and Wellbeing Board</li> <li>▪ Adult health services</li> <li>▪ Children's health services</li> <li>▪ Transition</li> <li>▪ Changes to service provision</li> </ul>
<b>Children and Young People</b>  <b>Chair:</b> <b>Cllr Newton</b>	<u>Cabinet</u> Cllr Waters Cllr Goldberg Cllr Strickland  <u>Directors:</u> Libby Blake	<ul style="list-style-type: none"> <li>▪ Cabinet Q &amp; A</li> <li>▪ Performance</li> <li>▪ Policy and strategy</li> <li>▪ Budget scrutiny</li> <li>▪ Updates on previous scrutiny reviews</li> </ul>	<ul style="list-style-type: none"> <li>▪ Looked after Children</li> <li>▪ Fostering and adoption</li> <li>▪ Education e.g. exam results &amp; school improvements</li> <li>▪ Youth offending</li> <li>▪ Safeguarding</li> <li>▪ Child poverty</li> <li>▪ Effectiveness of partnership working</li> </ul>
<b>Environment And Housing</b> <b>Chair:</b>  <b>Cllr McNamara</b>	<u>Cabinet</u> Cllr Goldberg Cllr Bevan Cllr Canver  <u>Directors:</u> Mun Thong Phung Lyn Garner	<ul style="list-style-type: none"> <li>▪ Cabinet Q &amp; A</li> <li>▪ Performance</li> <li>▪ Policy and strategy</li> <li>▪ Budget scrutiny</li> <li>▪ Updates on previous scrutiny reviews</li> </ul>	<ul style="list-style-type: none"> <li>▪ Carbon reduction</li> <li>▪ Recycling and waste management</li> <li>▪ Highways</li> <li>▪ Sustainable transport</li> <li>▪ Parking</li> <li>▪ Parks and Open spaces</li> <li>▪ Planning &amp; Licensing</li> <li>▪ Enforcement</li> <li>▪ Strategic housing policy, social housing, housing allocations.</li> </ul>
<b>Communities</b>  <b>Chair:</b> <b>Cllr Winskill</b>	<u>Cabinet</u> Cllr Watson Cllr Strickland  <u>Director/ACE:</u> Stuart Young Lyn Garner	<ul style="list-style-type: none"> <li>▪ Cabinet Q &amp; A</li> <li>▪ Performance</li> <li>▪ Policy and strategy</li> <li>▪ Budget scrutiny</li> <li>▪ Updates on previous scrutiny reviews</li> </ul>	<ul style="list-style-type: none"> <li>▪ Crime and disorder</li> <li>▪ Libraries</li> <li>▪ Culture</li> <li>▪ Leisure</li> <li>▪ Equalities</li> <li>▪ Domestic violence</li> <li>▪ Area Forums and Committees</li> </ul>

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<b>Report for:</b>	<b>Overview &amp; Scrutiny Committee</b> <b>23<sup>rd</sup> July 2012</b>	<b>Item number</b>	<b>13</b>
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<b>Title:</b>	<b>Overview &amp; Scrutiny Work Programme 2012/13</b>
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<b>Report authorised by :</b>	<b>Cllr Rice, Chair Overview &amp; Scrutiny Committee</b>
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<b>Lead Officer:</b>	<b>Eve Pelekanos, Head of Policy, Strategy and Business Intelligence, 0208 489 2508</b>
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<b>Ward(s) affected:</b> ALL	<b>Report for Key/Non Key Decision:</b>
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**1. Describe the issue under consideration**

- 1.1 This report outlines the indicative scrutiny work programme for 2012/13 for approval by the Overview & Scrutiny Committee.

**2. Cabinet Member Introduction**

- 2.1 Not applicable.

**3. Recommendations**

- 3.1 That the Overview & Scrutiny Committee notes the contents of the attached report.
- 3.2 That the Overview & Scrutiny Committee approve the proposed work programme for all scrutiny bodies.

**4. Other options considered**

- 4.1 Not applicable.

**5. Background information**



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- 5.1 The Overview & Scrutiny Committee is required to produce and agree a plan of work that it intends to carry out in the forthcoming Municipal Year 2012/13.
- 5.2 The attached work programme reflects the new structure for Overview & Scrutiny in Haringey which includes the overarching Overview & Scrutiny Committee as well as the addition of four new scrutiny panels:
  - Adults and Health
  - Environment & Housing
  - Children and Young People
  - Communities.
- 5.3 A local consultation process has been undertaken in the development of the work programme for all scrutiny bodies. In developing the work programme it is intended that suggested items for possible scrutiny in the year ahead:
  - compliment the priorities and work of the Council and its partners
  - reflect the concerns of local communities, and,
  - identifies those issues where scrutiny can make most impact.
- 5.4 The proposed work programme is indicative, as items will need to be scoped and agreed by the relevant scrutiny body prior to commencement of any scrutiny work.

**6. Comments of the Chief Financial Officer and Financial Implications**

- 6.1 There are no direct financial implications arising from the contents of this report. Should any work item, report or project work require additional resources to deliver / support the required outcome, this will be addressed at the time.

**7 Head of Legal Services and Legal Implications**

- 7.1 The consideration and approval of the work programme for 2012/13 complies with Rule 8 of the Overview and Scrutiny Procedure Rules and Paragraph 5.1 of the Overview and Scrutiny Protocol. There are no immediate legal implications arising from the report.

**8. Equalities and Community Cohesion Comments**

- 8.1 Overview and scrutiny has a strong community engagement role and aims to regularly involve local stakeholders, including residents, in its work. It undertakes this in a number of ways;



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- it seeks and articulates the views of members of the local community and their representatives on issues of local concern. It also provides a means of bringing these to the attention of decision makers and incorporate them into policies and strategies
- it identifies and engages with hard to reach groups, particularly as part of scrutiny reviews
- It helps to develop consensus by seeking to reconcile differing views and developing a shared view of the way forward
- the evidence generated by scrutiny helps to identify the kind of services wanted by local people
- it promotes openness and transparency; all meetings are held in public and documents are available to local people.

**9. Head of Procurement Comments**

9.1 Not applicable.

**10. Policy Implications**

10.1 It is intended that the work of the Overview & Scrutiny Committee and its subordinate bodies will contribute and add value to the work of the Council and its partners in meeting locally agreed priorities.

**11. Use of Appendices**

11.1 The following are listed at the end of the main report:  
(1) Scrutiny bodies: functions and service areas  
(2) Meeting dates of scrutiny bodies 2-12/13.

**12. Local Government (Access to Information) Act 1985**



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## **Overview & Scrutiny 2012/13: Structure and Work Programme**

### **1. Introduction**

- 1.1 The Overview & Scrutiny Committee is required to produce and agree an annual plan of work.
- 1.2 A new structure has been established for Overview & Scrutiny in Haringey for the 2012/13 Municipal Year, which now includes four scrutiny panels in addition to the main Overview & Scrutiny Committee.
- 1.3 The following report outlines the work programmes for the main Overview & Scrutiny Committee as well as scrutiny panels. It is intended that this will provide a preliminary guide to the work of all these scrutiny bodies throughout 2012/13.

### **2. The role, function and service areas covered by scrutiny bodies**

- 2.1 Within the new Overview & Scrutiny structure, there is one overarching Overview and Scrutiny Committee and four scrutiny panels. Scrutiny panels will have responsibility for scrutinising their own discrete areas of work, which are:
  - Adults and Health
  - Children & Young People
  - Communities
  - Environment and Housing.
- 2.2 With the addition of scrutiny panels and the discrete policy areas which they will scrutinise, it is proposed that the Overview Committee will focus scrutiny activities on aspects of corporate policy, strategy and performance, and where appropriate, investigate borough wide cross-cutting issues.
- 2.3 The scrutiny role and policy areas that will be scrutinised by Overview & Scrutiny Committee and individual scrutiny panels are described in Appendix A.
- 2.4 All scrutiny bodies will perform similar scrutiny roles within their area of responsibility, which will include:
  - holding the Executive and other local decision making bodies to account (e.g. Cabinet Question and Answer sessions)
  - performance monitoring
  - assisting in the development or review of policies
  - budget scrutiny.

### **3. Development of the scrutiny work programme 2012/13**



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- 3.1 It is important that the work of the Overview & Scrutiny Committee and Scrutiny Panels assists the Council and its partners in meeting agreed local priorities. In this context, the work of scrutiny bodies should compliment (and not duplicate) any work being undertaken elsewhere to help achieve local priorities.
- 3.2 In determining the issues to be considered by scrutiny bodies, priority should also be given to those areas where the scrutiny process has potential to add value<sup>1</sup> to the work of the Council or its partners through making achievable recommendations for improvement.
- 3.3 In order to ensure that issues selected for scrutiny are consistent with the priorities of the Council and its partners *and* reflect the concerns of the community, key stakeholders have been consulted in the development of the scrutiny work programme. These have included:
  - Cabinet Members and senior Council officers
  - Chairs of Area Committees
  - All other non executive Members
  - Local partner agencies (e.g. health, housing, police, fire brigade, voluntary sector).
- 3.4 In developing the work programme Cabinet Members and senior officers have been asked to help identify suitable items for scrutiny involvement, which have included:
  - Items from the Forward Plan which may assist pre-decision scrutiny
  - Forthcoming strategies or policies which may benefit from scrutiny involvement
  - Performance reports
  - Progress reports on key council priorities
  - Annual service reports or inspection reports
- 3.5 There may also be issues or topics which may benefit from more in-depth scrutiny by the Overview and Scrutiny Committee or individual Scrutiny Panels. Where such issues have been identified, these will be need to be scoped and a necessary project plan put in place which can then be managed by the relevant scrutiny body.
- 3.6 Occasionally events occur which may necessitate an urgent report to Overview and Scrutiny Committee or Scrutiny Panel. Whilst such reports cannot be planned, there is a need to allocate sufficient time within the scrutiny work programme for consideration of unforeseen events or topical issues as and when they arise.

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<sup>1</sup> For example through public engagement, stakeholder involvement or non party political scrutiny (political consensus).



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#### **4. The work programme for Overview & Scrutiny 2012/13**

- 4.1 Scrutiny protocols indicate that the Overview & Scrutiny Committee shall meet 6 times in 2012/13, one meeting which is dedicated to budget scrutiny. Ordinarily, Scrutiny Panels shall meet 5 times each year, one of which is dedicated to scrutinising the budget in their area of responsibility. The programme of scheduled meetings for all scrutiny bodies is contained in Appendix B.
- 4.2 Following the consultation processes outlined above, the following provides an outline of issues which have been identified for inclusion within the various work programmes of scrutiny bodies. At this stage, many of the following are proposals and will need to be scoped prior to commencement of any scrutiny work.

#### **Overview & Scrutiny Committee**

<b>Short items and one off reports</b>	<b>Project work</b>
Corporate Performance	Impact of welfare benefit changes
Budget Monitoring	Housing Revenue Account and possible impact on local rents (with Environment & Housing Scrutiny Panel)
Jobs for Haringey (progress report 2013)	
Delivery of the Tottenham Regeneration Action Plan (progress 2013)	
Business continuity and emergency and planning	
Voluntary Sector Investment Fund and funding of small grassroots community organisations	
Treasury Management	

#### **Adults and Health Scrutiny Panel**

<b>Short items and one off reports</b>	<b>Project work</b>
Local Account – performance	Learning Disabilities – impact of changes to services from closure of Whitehall Street
Updates on transitional arrangements and governance – CCG and HWB	Mental health – Mental health and wellbeing/integrated pathways/patient experience
Primary Care Development Strategy Implementation Plan	Alcohol
Whittington Health strategy and	Joint working and integration




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Foundation Trust application	between health and social care in Haringey/Integrated Care - older people/Reablement – joint working with health
Health and Wellbeing strategy delivery plan	Health Visitors Service
Haringey Children's Services - progress report	Transformation agenda and prevention – information and advice, service mapping
Perinatal mental health services, CAMHS and early years health provision	
Introduction of personal budgets/roll out	

**Children and Young Peoples Scrutiny Panel**

<b>Short items and one off reports</b>	<b>Project work</b>
Looked After Children – Placements	School places
School Standards (exams, key stage)	
Operation of School Improvement Service	
Safeguarding	
Youth offending	
Budget monitoring	

**Communities Scrutiny Panel**

<b>Short items and one off reports</b>	<b>Project work</b>
Use of Tasers	Area Committees - implementation
Leisure services contract	
Localism	
Policing in austerity	
Crime statistics	
Budget Monitoring	

**Environment and Housing Scrutiny Panel**

<b>Short items and one off reports</b>	<b>Project work</b>
The establishment of tenant scrutiny panels and links to Overview & Scrutiny	Phase 2 waste and recycling: evaluation to assist Phase 3
Housing Revenue Account and possible impact on local rents (with main OSC)	Community engagement and consultation within the planning process
Strategic enforcement (licensing and	



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planning)	
Parking: strategic issues ahead of the spurs redevelopment	

- 4.3 A more detailed work programme, detailing issues to be covered within the timetable of each scrutiny body will be produced in discussion with the Chair and membership of relevant scrutiny bodies. These will be ratified through the main Committee at its meeting on October 22<sup>nd</sup> 2012.

## 5. Cabinet Member Involvement

- 5.1 Cabinet Member involvement in scrutiny in 2012/13 will vary from previous years, as Cabinet Members will be invited to attend the relevant Committee or Panel(s) to answer questions from their portfolio area. As in previous years however, Cabinet Members may be accompanied and assisted by any officers as they feel necessary.
- 5.2 No written questions will be submitted in advance, Cabinet members will instead outline briefly at the start of each session the priorities that they have relating to their portfolio. There will then be an opportunity for discussion between the Committee or Panel and Cabinet Members via:
- questions to the Cabinet member from the committee / panel, or
  - by the Cabinet member setting out areas they would like the views of the committee or panel.
- 5.3 If questions cannot be answered by either the Cabinet Member attending or officers, a written answer will be provided within seven days of the meeting. Answers will be recorded formally in the minutes.

## 6. Budget Scrutiny

- 6.1 As per protocol, the Vice Chair of the Overview & scrutiny Committee shall be responsible for the co-ordination of the Budget Scrutiny process and recommendations made by respective Scrutiny Review Panels relating to the budget.
- 6.2 The budget will be scrutinised by each Scrutiny Review Panel in their respective areas and subsequent reports produced from their deliberations shall go to the Overview & Scrutiny Committee for approval. The areas of the budget which are not covered by the scrutiny panels shall also be considered by the main Overview & Scrutiny Committee.
- 6.3 To allow the OSC to scrutinise the budget in advance of it formally being set and convey those recommendations to the Cabinet, the following timescale is suggested:



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May to November 2012	Overview & Scrutiny Committee and Scrutiny Panels to undertake budget scrutiny of 3-year MTFP approved full Council meeting in February 2012
November 2012	Cabinet report on the new 3-year MTFP released
Nov-Dec 2012 Scrutiny Panels: Dec 3 <sup>rd</sup> , 4 <sup>th</sup> , 10 <sup>th</sup> , 11 <sup>th</sup> December OSC: Dec 17 <sup>th</sup>	Scrutiny Panels and OSC scrutinise MTFP and any budget saving identified in their area of responsibility. Cabinet Member for Finance/ Snr. officers may attend to answer questions
Dec 2012- Jan 2013	Formulation of reports with recommendations by Policy Officers
January 2013 Panel meetings	Reports signed off by Scrutiny Panels as an agenda item and referred to main OS. Each Scrutiny Review Panel shall submit their final budget scrutiny report to the OSC meeting in January containing their recommendations/proposal in respect of the budget for ratification by the OSC.
28 <sup>th</sup> January	Final Budget Scrutiny Report approved by OSC
12 <sup>th</sup> February	Cabinet. The OSC recommendations from the Budget Scrutiny process, ratified by the OSC, shall be fed back to Cabinet. As part of the budget setting process, the Cabinet will clearly set out its response to the recommendations/proposals made by the OSC in relation to the budget.

## 7. Representations from Area Chairs

- 7.1 In order to preserve the link between Area Committee and Overview & Scrutiny and to allow Committee Chairs to raise issues that it may be beneficial for scrutiny to look at, it is proposed that an Area Committee Feedback item be fixed on the agenda of all scrutiny bodies. This would allow the Chair of Area Committee's to make direct representation to relevant scrutiny bodies, as and when issues may occur.

## 8. Health Scrutiny

- 8.1 There is an obligation for NHS trusts to engage with overview and scrutiny committees when planning and proposing change and this has become more important to them in the light of the Secretary of State's changes to the NHS operating framework, which require any reconfiguration proposals to demonstrate strengthened patient and



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public engagement. There are also major changes planned for health services which include a strengthened role for health scrutiny.

- 8.2 The Overview and Scrutiny Committee is already part of the Joint Health Overview and Scrutiny Committee for the north central London sector, which mirrors the new NHS cluster and a certain amount of health scrutiny work will now be undertaken at this level pending the implementation on new structures for NHS services from 2013. The Adults and Health Scrutiny Panel will continue to scrutinise local health issues.



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**Appendix A – Scrutiny bodies: roles and service areas.**

Scrutiny body	Exec Lead	Scrutiny roles	Policy service /areas covered
<p><b>Overview and Scrutiny Committee</b></p> <p><b>Chair:</b> <b>Cllr Rice</b></p>	<p><u>Cabinet</u> Leader Cllr Goldberg Cllr Strickland</p> <p>Chief Executive</p>	<ul style="list-style-type: none"> <li>▪ Cabinet Q &amp; A</li> <li>▪ Scrutiny work programme</li> <li>▪ Ratifying reports of Panels</li> <li>▪ Budget Scrutiny</li> <li>▪ Borough wide/cross cutting topics</li> <li>▪ Call-in</li> <li>▪ CCFA</li> <li>▪ Updates on previous reviews</li> <li>▪ Updates from scrutiny panels</li> </ul>	<ul style="list-style-type: none"> <li>▪ Corporate Policy &amp; Strategy</li> <li>▪ Council Budget</li> <li>▪ Council performance</li> <li>▪ Corporate property</li> <li>▪ IT</li> <li>▪ Customer Services</li> <li>▪ Benefits</li> <li>▪ Legal services</li> <li>▪ Regeneration</li> <li>▪ Employment/worklessness</li> <li>▪ Voluntary sector</li> <li>▪ Community cohesion</li> <li>▪ Tottenham Regeneration Project</li> <li>▪ St Ann’s redevelopment</li> <li>▪ Partnership arrangements</li> </ul>
<p><b>Adults and Health</b></p> <p><b>Chair:</b> <b>Cllr Adamou</b></p>	<p><u>Cabinet</u> Cllr Vanier Cllr Waters</p> <p><u>Directors:</u> Mun Thong Phung Libby Blake Jeanelle de Gruchy</p>	<ul style="list-style-type: none"> <li>▪ Cabinet Q &amp; A</li> <li>▪ Performance</li> <li>▪ Policy and strategy</li> <li>▪ Budget scrutiny</li> <li>▪ Updates on previous scrutiny reviews</li> <li>▪ Substantial variations (health)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Adult social care</li> <li>▪ Public Health</li> <li>▪ Link with CCG</li> <li>▪ Health and Wellbeing Board</li> <li>▪ Adult health services</li> <li>▪ Children’s health services</li> <li>▪ Transition</li> <li>▪ Changes to service provision</li> </ul>
<p><b>Children and Young People</b></p> <p><b>Chair:</b> <b>Cllr Newton</b></p>	<p><u>Cabinet</u> Cllr Waters Cllr Goldberg Cllr Strickland</p> <p><u>Directors:</u> Libby Blake</p>	<ul style="list-style-type: none"> <li>▪ Cabinet Q &amp; A</li> <li>▪ Performance</li> <li>▪ Policy and strategy</li> <li>▪ Budget scrutiny</li> <li>▪ Updates on previous scrutiny reviews</li> </ul>	<ul style="list-style-type: none"> <li>▪ Looked after Children</li> <li>▪ Fostering and adoption</li> <li>▪ Education e.g. exam results &amp; school improvements</li> <li>▪ Youth offending</li> <li>▪ Safeguarding</li> <li>▪ Child poverty</li> <li>▪ Effectiveness of partnership working</li> </ul>
<p><b>Housing and Environment</b></p> <p><b>Chair:</b> <b>Cllr McNamara</b></p>	<p><u>Cabinet</u> Cllr Goldberg Cllr Bevan Cllr Canver</p> <p><u>Directors:</u> Mun Thong Phung Lyn Garner</p>	<ul style="list-style-type: none"> <li>▪ Cabinet Q &amp; A</li> <li>▪ Performance</li> <li>▪ Policy and strategy</li> <li>▪ Budget scrutiny</li> <li>▪ Updates on previous scrutiny reviews</li> </ul>	<ul style="list-style-type: none"> <li>▪ Carbon reduction</li> <li>▪ Recycling and waste management</li> <li>▪ Highways</li> <li>▪ Sustainable transport</li> <li>▪ Parking</li> <li>▪ Parks and Open spaces</li> <li>▪ Planning &amp; Licensing</li> <li>▪ Enforcement</li> <li>▪ Strategic housing policy, social housing, housing allocations.</li> </ul>
<p><b>Communities</b></p> <p><b>Chair:</b> <b>Cllr Winskill</b></p>	<p><u>Cabinet</u> Cllr Watson Cllr Strickland</p> <p><u>Director/ACE:</u> Stuart Young</p>	<ul style="list-style-type: none"> <li>▪ Cabinet Q &amp; A</li> <li>▪ Performance</li> <li>▪ Policy and strategy</li> <li>▪ Budget scrutiny</li> <li>▪ Updates on previous scrutiny reviews</li> </ul>	<ul style="list-style-type: none"> <li>▪ Crime and disorder</li> <li>▪ Libraries</li> <li>▪ Culture</li> <li>▪ Leisure</li> <li>▪ Equalities</li> <li>▪ Domestic violence</li> </ul>



**Haringey Council**

Lyn Garner

Area Forums and Committees

## Appendix B – Meeting dates of scrutiny bodies

### Overview and Scrutiny Committee

Monday 23 <sup>rd</sup> July 18.30	<b>Lead officers:</b> Melanie Ponomarenko, Senior Policy Officer, 0208 489 2933 melanie.ponomarenko@haringey.gov.uk Martin Bradford, Policy Officer, martin.bradford@haringey.gov.uk 0208 489 6950
Monday 22 <sup>nd</sup> October 19:00	
Monday 17 <sup>th</sup> December 19:00 (Budget)	
Monday 28 <sup>th</sup> January 19:00	
Monday 18 <sup>th</sup> March 19:00	
Monday 29 <sup>th</sup> April 19:00	

### Children and Young People Scrutiny Panel

Thursday 27 <sup>th</sup> September 18.30	<b>Lead officer</b> Rob Mack, Senior Policy Officer, 0208 489 2921, rob.mack@haringey.gov.uk
Tuesday 11 <sup>th</sup> December 18.30 (Budget)	
Thursday January 17 <sup>th</sup> 18.30	
Monday 8 <sup>th</sup> April 18.30	

### Communities Scrutiny Panel

Monday 10 <sup>th</sup> September 18.30	<b>Lead officer</b> Rob Mack, Senior Policy Officer, 0208 489 2921, rob.mack@haringey.gov.uk
Monday 3 <sup>rd</sup> December 18.30 (Budget)	
Thursday January 10 <sup>th</sup> 18.30	
Tuesday 2 <sup>nd</sup> April 18.30	

### Adults and Health Scrutiny Panel

Thursday 27 <sup>th</sup> September 18.30	<b>Lead officer:</b> Melanie Ponomarenko, Senior Policy Officer, 0208 489 2933, melanie.ponomarenko@haringey.gov.uk
Monday 10 <sup>th</sup> December 18.30 (Budget)	
Thursday January 10 <sup>th</sup> 18.30	
Tuesday 2 <sup>nd</sup> April 18.30	

### Environment & Housing Scrutiny Panel

Monday 10 <sup>th</sup> September 18.30 (to be rearranged)	<b>Lead officer:</b> Martin Bradford, Policy Officer, 0208 489 6950 martin.bradford@haringey.gov.uk
Tuesday 4 <sup>th</sup> December 18.30 (Budget)	
Tuesday 8 <sup>th</sup> January 18.30 (Budget)	
Thursday 21 <sup>st</sup> March 18.30	