

NOTICE OF MEETING

ENVIRONMENT AND COMMUNITY SAFETY SCRUTINY PANEL

**Thursday, 30th June, 2016, 6.30 pm - Civic Centre, High Road,
Wood Green, N22 8LE**

Members: Councillors Makbule Gunes (Chair), Barbara Blake, Clive Carter, Bob Hare, Stephen Mann and Anne Stennett

Co-optees/ Non Voting Members Ian Sygrave (Haringey Association of Neighbourhood Watches)

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. ITEMS OF 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 (attached).

7. APPOINTMENT OF NON VOTING CO-OPTED MEMBER (PAGES 7 - 10)

To seek formal approval of the re-appointment of a non voting co-opted Member to the Panel.

8. TERMS OF REFERENCE AND MEMBERSHIP (PAGES 11 - 44)

To note the terms of reference, protocol for Overview and Scrutiny and policy areas/remits and membership for each Scrutiny Panel for 2016/17.

9. WORK PROGRAMME DEVELOPMENT (PAGES 45 - 56)

To agree that the areas for prioritisation in the 2016/17 work programme for the Panel.

10. CABINET MEMBER QUESTIONS; CABINET MEMBER FOR ENVIRONMENT.

An opportunity to question the Cabinet Member for Environment, Councillor Peray Ahmet, on developments within her portfolio.

11. CAR CLUB EXPANSION

To consider proposals for the expansion of the Car Club scheme within the borough. (TO FOLLOW)

12. WASTE, STREET CLEANSING AND RECYCLING: CURRENT PERFORMANCE (PAGES 57 - 68)

To report on current year-to-date performance of the Council's waste, street cleansing and recycling services.

13. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at item 3 above.

14. DATES OF FUTURE MEETINGS

- 29 September 2016;
- 8 December 2016; and
- 9 March 2017.

Robert Mack, Principal Scrutiny Officer
Tel – 020 8489 2921
Fax – 020 8881 5218
Email: rob.mack@haringey.gov.uk

Bernie Ryan
Assistant Director – Corporate Governance and Monitoring Officer
River Park House, 225 High Road, Wood Green, N22 8HQ

Thursday, 23 June 2016

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**MINUTES OF THE ENVIRONMENT AND COMMUNITY SAFETY SCRUTINY PANEL
TUESDAY, 1 MARCH 2016**

Councillors Adam Jogee (Chair), Patrick Berryman, John Bevan, Barbara Blake, Sarah Elliott, Bob Hare, Sheila Peacock and Sygrave

Co-Optees Mr I. Sygrave (Haringey Association of Neighbourhood Watches)

CSP59. 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.

CSP60. APOLOGIES FOR ABSENCE

None.

CSP61. DECLARATIONS OF INTEREST

None.

CSP62. DEPUTATIONS/ PETITIONS/ PRESENTATIONS/ QUESTIONS

None.

CSP63. MINUTES

The following comments were made in respect of the minutes of the meeting of 18 January:

- *Minutes (CSP53):* It was noted that the issue of the late night levy had been added to the Panel's work plan and would be considered as a potential item for next years work plan.
- *Cabinet Member Questions: Cabinet Member for Environment (CSP55):* Panel Members expressed concern that responses to the issues raised had not yet been responded to. It was agreed that the matters in question would be followed up and a response circulated to Panel Members before the beginning of the Purdah period.
- *Update on Progress: Interim Scrutiny Report on Strategic Parking Issues Ahead of the Tottenham Hotspur Redevelopment (CSP 56):* Panel Members requested an update on the Panel's recommendations regarding this item and it was agreed that this would be requested from relevant officers before the beginning of the Purdah period.
- *Waste, Street Cleansing and Recycling: Current Performance (CSP57):* It was agreed that responses to the Panel's requests for information and recommendations would be requested from relevant officers before the beginning of the Purdah period.

In answer to a question, Tom Hemming, Interim Neighbourhood Action Team Manager, reported that there had been no fixed penalty notices issued in respect

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of window replacement stickers on shop fronts. In respect of the issue of stickers to be placed on bins to show what they are intended to be used for, it was noted that a suitable design for this was currently being worked on.

It was noted that the fly tipping strategy was currently under development. This would emphasise that it was a quality of life issue. The aim was to focus on the totality of fly tipping and target the worst areas of the borough. There was anecdotal evidence that landlords were involved. Panel Members were of the view that there was a need for a greater level of enforcement.

Mr Hemming reported that there had been difficulties experienced with the sweeping of the pocket park on West Green Road and, in order to remedy this, it was proposed to re-surface it.

AGREED:

1. That responses be provided by relevant officers to the outstanding issues raised at the meeting on 18 January by the start of the Purdah period; and
2. That the minutes of the meeting of 18 January 2016 be approved.

CSP64. VIOLENCE AGAINST WOMEN AND GIRLS

Victoria Hill, Interim Strategic Violence Against Women and Girls Lead, reported on progress with the implementation of the recommendations of the Panel's review on violence against women and girls.

She stated that a lot of progress had been achieved to date. The recommendations had been helpful, constructive and challenging. She highlighted the following issues:

- A new approach from Women's Aid, entitled Change that Lasts, was being explored with national Women's Aid as part of the development of the violence against women and girls strategy. It was hoped that Haringey might be a pilot site.
- Performance was a complex issue and it was often difficult to get accurate data due to the nature of violence against women and girls. A new data product was being developed and consideration was being given to how it could be used effectively to inform commissioning decisions;
- Very high risk cases were referred to the MARAC. Haringey's rates were higher than the London average. Cases were subject to annual assessment. The target for the number of referrals was 410 per year by 2017 and 70% of this total had so far been achieved. Work was taking place with community safety partners to develop a flagging mechanism in respect of repeat cases and it was envisaged that this should enable the target to be reached. No area nationally had met the 100% target.

In answer to a question, it was noted that the role of Hearthstone had been reviewed but it remained an important part of the structure. The term "Violence Against Women and Girls" had been agreed by the both the UN and MOPAC. The Council had subsequently also adopted the terminology. It recognised that women and girls were disproportionately affected by the issue but it was nevertheless acknowledged that men

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could also be affected and they were not excluded from services. There was a detailed referral pathway and it was agreed that this would be re-circulated to Members of the Panel.

Ms Hill reported that domestic violence incidents reported to the Police had increased by 20%, which mirrored the same trend seen across London. Referrals from GPs for domestic violence were still low. However, CCG funding had now been secured for IRIS, which was hoped to increase referrals from GPs. The IRIS scheme had led to very large increases in referrals elsewhere. It would be commissioned for three years initially and include 25 practices. Dentists were not included within this.

In answer to a question, Ms Hill reported that the CCG wanted to explore the effectiveness of IRIS further. They were aiming to test the effectiveness of the scheme initially by piloting it. This would enable comparisons to be made with other GP practices not involved. It was agreed that the CCG would be invited to report on progress of implementing IRIS to the Panel in due course.

The Panel noted that many people reported violence initially to childcare facilities, such as nurseries, schools and crèches. These were linked into the MARAC. In addition, Children's Centres were key partners.

AGREED:

That Haringey CCG be invited to report to a future meeting of the Panel on progress with the implementation of the IRIS scheme and initial outcomes.

CSP65. CABINET MEMBER QUESTIONS: CABINET MEMBER FOR COMMUNITIES

Councillor Vanier, the Cabinet Member of Communities, reported on progress and key issues arising from her portfolio.

In respect of Violence Against Women and Girls, she reported that the overriding issue was funding. This was always short term and was fragmented in nature. The Violence Against Women and Girls Commissioning Group was looking at the development of a co-ordinated approach to funding/commissioning and progress had been made in the last two years. Funding came predominantly from the MOPAC. The current tranche of funding came to an end in March 2017 and it was not currently clear what would replace it. It was possible that the MOPAC would adopt a pan London approach to funding rather than focussing on boroughs.

In answer to a question regarding gangs, it had been proposed that Haringey would be included within Operation Shield. However, concerns had been raised within the local community about the scheme which they did not feel would work effectively. The borough had therefore decided to design their own scheme, which would adopt a "carrot and stick" approach. A call-in of key suspects would be taking place as part of the local scheme. This would provide an opportunity for the community to air their views on the impact of gang activity. An ex gang member and a mother whose son had been killed in gang violence would be present. Any gang members who wished to exit would be given support. If incidents continued, a robust line would be taken by the Police. Community safety partners were pleased that the community had developed their own approach and it had been noted that boroughs in Operation

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Shield had been less successful than anticipated. The local scheme had been entitled "Communities Against Violence".

Mr Sygrave reported that there had been a good level of community involvement in the initiative. It was to the credit of the borough that there had been insistence on community support for the scheme.

The Cabinet Member commented that there was patchy funding of community safety and it was an issue that the service was constantly having to deal with. A very high percentage of staff were on fixed term contracts and there was a great deal of uncertainty about how future work would be funded.

The Cabinet Member reported that the issue of how the emerging communities within the borough were engaged with was currently being considered. Officers had been asked to prepare a report on the issue. Work that already been done had shown that people from these communities were not markedly different from other groups in their aspirations. Her intention was to set up a working group of Members to progress the issue and input from them would be very welcome.

Panel Members were of the view that it was essential that offensive and extremist graffiti was removed very quickly. It was agreed that information regarding its removal would be circulated to Panel Members.

AGREED:

1. That initial outcomes from the work currently being undertaking to develop closer relationships with emerging communities be shared with the Panel; and
2. That information on how to arrange for the removal of graffiti be circulated to Panel Members.

CSP66. TEAM NOEL PARK PILOT

Tom Hemming, Interim Neighbourhood Action Team Manager, reported on progress with the Team Noel Park initiative.

The aim of the scheme was to promote greater community ownership of local issues and, through this, increase resident satisfaction and pride in the area. Its objective was to improve outcomes and reduce demand on services. Engagement activity had started last year with meetings with key community stakeholders and bringing partners on board.

Communications materials had been delivered to all households in the ward and a Community Conference had publicly launched the scheme in November 2015. There was now an improved relationship with the community, knowledge of key stakeholders and a shared understanding of ambitions. Focussed enforcement activity had taken place on front gardens, with 95 warning letters sent out. There had been 85% compliance with these. In respect of dumped rubbish, 28 fixed penalty notices had been issued and 14 enforcement notices.

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Work was taking place to further increase awareness of Team Noel Park through communications and presence at resident association meetings. Lessons would be learnt from progress to date.

The Panel noted that, whilst there had been some small amount of additional resources, the initiative aimed to operate without any additional funding. When the scheme was evaluated, funding would be reviewed. In particular, it was hoped that the scheme would lead to a reduction in fly tipping. The sustainability of the work that had been undertaken needed to be considered though. Once the pilot in Noel Park had been completed, consideration would be given to other wards.

Panel Members commented that costs could be offset against savings from fly tipping. Consideration could also be given to using ward budgets to sustain the governance.

It was noted that the feedback from residents on the scheme would be obtained as part of the wider residents survey and it was agreed that the outcome of the evaluation would be presented back to the Panel. Criteria to determine which wards were included in future similar schemes would be developed and this would include data relating to crime from the Mayor's Office for Policing and Crime (MOPAC).

AGREED:

That a report be made back to the Panel in due course on the outcomes from the pilot scheme, including feedback from residents and costs.

CSP67. WORK PROGRAMME UPDATE

Panel Members fed back on the visit that had been undertaken to Cambridge as part of the review on cycling. Particular reference was made to;

- The very large cycle parking facility at the railway station;
- The high numbers of cyclists that were visible on the road;
- Action by the local authorities to shift the balance in favour of cycling, including included removing lanes of traffic, giving priority to cyclists in many areas and installing floating bus stops. There was cross party support for measures and they had shown determination in withstanding criticism.

In terms of recommendations for the review, the Chair suggested that the following areas be give consideration;

- Improving dialogue with local cycling organisations;
- An expansion in the programme of installation of bike hangers;
- Closer working between Transport Planning and Highways;
- A more strategic approach, including establishing a long term route network;
- Appointing a dedicated cycling officer;
- Better integration with regeneration and planning processes;
- Better promotion of cycling training;
- Addressing cycle and bus pinch points and other safety issues;
- Developing a Haringey Cycling Charter for schools;
- Holding a regular cycling conference; and
- Quicker removal of bike parts from cycle parking facilities.

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Panel Members commented that the current cycling network needed improvement and that cycling needed to be made safe. Clarity was also needed on what sort of network was required. In addition, there needed to be a high level of political will to support cycling initiatives.

AGREED:

That the future work plan for the Panel be noted.

Clr Adam Jogee

Chair

Report for: Environment and Community Safety Scrutiny Panel – 30 June 2016

Item number:

Title: Appointment of Non Voting Co-opted Member

Report authorised by: Bernie Ryan, Assistant Director of Corporate Governance

Lead Officer: Robert Mack, Principal Scrutiny Support Officer, 020 8489 2921
rob.mack@haringey.gov.uk

Ward(s) affected: All

**Report for Key/
Non Key Decision:** N/A

1. Describe the issue under consideration

1.1 The report seeks formal approval of the re-appointment of a non voting co-opted Member to the Panel.

2. Cabinet Member Introduction

N/A

3. Recommendations

3.1 That a representative from Haringey Association of Neighbourhood Watches be appointed as a non voting co-opted Member of the Panel for the 2016/17 Municipal Year;

4. Reasons for decision

4.1 As outlined in the scrutiny protocol, each of the standing scrutiny panels have the power to appoint up to three non voting co-opted Members to assist them with their work.

5. Alternative options considered

5.1 The Panel could decide not to appoint any non voting co-opted Members or, alternatively, could decide to appoint two or three co-optees.

6. Background information

6.1 The Local Government Act 2000 made provision for the co-option of non-elected members to Overview and Scrutiny to bring additional expertise and skills to scrutiny work and to increase public engagement with scrutiny.

6.2 Within the current structure of scrutiny in Haringey, there is one overarching Overview and Scrutiny Committee and four advisory panels, these being:

- Adults and Health
- Children and Young People
- Environment and Community Safety
- Housing and Regeneration

6.3 The Overview and Scrutiny Committee consists of 5 non executive members and includes Haringey's statutory education representatives, who have voting rights solely on education matters.

6.4 Scrutiny panels are chaired by a Member of the Overview and Scrutiny Committee. The membership of each panel consists of between 3 and 7 non executive members and is politically proportional as far as possible. The membership of the Children and Young People's Scrutiny Panel also includes the statutory education representatives of the Overview and Scrutiny Committee.

6.5 In addition, each scrutiny panel is entitled to appoint up to three non-voting co-optees to assist scrutiny with its work. The terms of reference/arrangements for Overview and Scrutiny are set out in Part 2 (Article 6), Part 3 (Section B) and Part 4 (Section 6) of the Council's Constitution. Further information can be found via the link below:

<http://www.haringey.gov.uk/local-democracy/about-council/council-constitution>

6.6 By bringing a diverse spectrum of experience and adding a different perspective to many items, non voting co-optees 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.
- To bring specialist knowledge and/or skills to the Overview and Scrutiny process and to bring an element of external challenge by representing the public.
- To establish good relations with members, officers and co-optees.
- To abide by the relevant sections of the Council's Constitution in terms of the rules and procedures for Overview and Scrutiny.

6.7 It is expected that 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.
- Keep abreast of key issues for the authority and bear these in mind when scrutinising services and making recommendations for improvement.

6.8 A key aspect of the Environment and Community Safety Scrutiny Panel's work concerns community safety and Haringey Association of Neighbourhood Watches are a key local organisation with a role in this. They are therefore considered well placed to assist the Panel in its work. They have also previously been represented on a co-opted basis on scrutiny panels with a role in community safety and provided valuable input on relevant areas.

7 Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Finance and Procurement

7.1 There will be no additional costs to the Council as a result of this decision.

Legal

7.2 The Assistant Director of Corporate Governance has been consulted in the preparation of this report. Part 4 Section G (3.1) of the Overview and Scrutiny Procedure Rules in the Constitution permits the Panel to appoint up to three people as non-voting co-optees.

7.3 The co-optee is not entitled to vote on recommendations before the Panel. Therefore, the co-optee is not bound by the Council's Code of Conduct (in Part 5 Section A of the Constitution) that includes the registration and declaration of interest. However, the co-optee should be required to comply with relevant parts of the General Obligations of the Code (in Paragraph 3) when attending the meetings and conducting the business of the Panel.

Equality

7.6 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.

8.7 The proposals outlined in this report relate to the membership of the Environment and Community Safety Scrutiny Panel and carry no direct implications for the Council's general equality duty.

8 Use of Appendices

None.

9 Local Government (Access to Information) Act 1985

Report for: Environment and Community Safety Scrutiny Panel, 30 June 2016

Item number:

Title: Terms of Reference and Membership

Report authorised by : Michael Kay, Democratic Services and Scrutiny Manager

Lead Officer: Robert Mack, Principal Scrutiny Support Officer,
Tel: 020 8489 2921, e-mail: rob.mack@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 for 2016/17.

2. Recommendations

2.1 The Panel is asked to:

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

(b) Note the policy areas/remits and membership for each Scrutiny Panel for 2016/17 (Appendix C).

3. Overview and Scrutiny Committee

3.1 As agreed by Council on 16 May, the membership of the Overview and Scrutiny Committee for 2016/17 is: Cllr Charles Wright (Chair); Cllr Pippa Connor (Vice-Chair); Cllr Kirsten Hearn; Cllr Emine Ibrahim; and Cllr Makbule Gunes.

3.2 The membership of the Committee also includes the statutory education representatives, who have voting rights solely on education matters

3.3 The terms of reference and role of the OSC is 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.

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

4. Scrutiny Panels

- 4.1 Article 6 of the Constitution states the OSC shall appoint Scrutiny Panels in order to discharge the Overview and Scrutiny role.
- 4.2 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 4 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 4 standing Scrutiny Panels shall be the responsibility of the main OSC.
 - The Chair of each Scrutiny Panel shall be a member of the OSC, and shall be determined by the OSC at their first meeting.
 - It is intended that each Scrutiny Panel shall be comprised of between 3 and 7 members, and be politically propionate as far as possible. It is intended that other than the chair, the other members are non-executive members who do not sit on the OSC.
 - 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.
- 4.3 In view of the changes to Cabinet Member Portfolios, noted by Council on 16 May, policy areas to be covered by each Scrutiny Panel were updated by OSC on 6 June. This information, together with the membership for each Panel and links to relevant Portfolio holders, is attached at Appendix C.

Scrutiny Panel	Membership
Adults and Health	Cllr Connor (Chair); Cllr Adamou; Cllr Adje; Cllr Beacham; Cllr Griffith; Cllr McShane and Cllr Mitchell
Children and Young People	Cllr Hearn (Chair); Cllr M Blake; Cllr Mallett; Cllr Morris; Cllr Rice and Cllr Ross plus the statutory education representatives of OSC
Environment and Community Safety	Cllr Gunes (Chair); Cllr B Blake; Cllr Carter; Cllr Hare; Cllr S Mann and Cllr Stennett.
Housing and Regeneration	Cllr Ibrahim (Chair); Cllr Amin; Cllr Bevan; Cllr Engert; Cllr Gallagher; Cllr Morton and Cllr Newton
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.	

5. North Central London Joint Health Overview and Scrutiny Committee

- 5.1 Haringey is currently a member of the North Central London Joint Health Overview and Scrutiny Committee (JHOSC). The other boroughs that are members are Barnet, Camden, Enfield and Islington.
- 5.2 The revised terms of reference, agreed by the JHOSC at its meeting on 29 January 2016, and by Haringey Council on 16 May 2016, are as follows:
- To engage with relevant NHS bodies on strategic area wide issues in respect of the co-ordination, commissioning and provision of NHS health services across the whole of the area of Barnet, Camden, Enfield, Haringey and Islington;
 - To respond, where appropriate, to any proposals for change to specialised NHS services that are commissioned on a cross borough basis and where there are comparatively small numbers of patients in each of the participating boroughs;
 - To respond to any formal consultations on proposals for substantial developments or variations in health services across affecting the area of Barnet, Camden, Enfield, Haringey and Islington;

- The joint committee will work independently of both the Cabinet and health overview and scrutiny committees (HOSCs) of its parent authorities, although evidence collected by individual HOSCs may be submitted as evidence to the joint committee and considered at its discretion;
- The joint committee will seek to promote joint working where it may provide more effective use of health scrutiny and NHS resources and will endeavour to avoid duplicating the work of individual HOSCs. As part of this, the joint committee may establish sub and working groups as appropriate to consider issues of mutual concern provided that this does not duplicate work by individual HOSCs; and
- The joint committee will aim work together in a spirit of co-operation, striving to work to a consensual view to the benefit of local people.

5.3 Haringey's OSC is entitled to appoint two representatives to the JHOSC and on 6 June agreed to appoint Cllr Charles Wright and Cllr Pippa Connor to the NCL JHOSC.

6. Contribution to strategic outcomes

6.1 Activities, to develop the annual scrutiny work programme, will take place during May, June and July, with the final programme to be agreed by OSC on 21 July. The contribution scrutiny can make to strategic outcomes will be considered as part of this process.

7. Statutory Officers Comments

Finance and Procurement

- 7.1 The Chief Finance Officer has confirmed the Haringey representatives on the JHOSC are not entitled to any remuneration.
- 7.2 Should any of the work undertaken by Overview and Scrutiny generate recommendations with financial implications then these will be highlighted at that time.

Legal

- 7.3 The Assistant Director for Corporate Governance has been consulted on the contents of this report.
- 7.4 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.

- 7.5 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.
- 7.6 The OSC can appoint two representatives to the North Central London Joint Health Overview and Scrutiny Committee. This is in accordance with the decision made by full Council on 22 March 2010 that the making of nominations to the Joint Health Committee be delegated to the Committee.

Equality

- 7.7 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.
- 7.8 The proposals outlined in this report relate to the membership and terms of reference for Overview and Scrutiny and carry no direct implications for the Council's general equality duty. However, the Panel should ensure that it addresses these duties by considering them within its work programme, 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.
- 7.9 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 Overview & Scrutiny Remits and Membership 2016/17

9. Local Government (Access to Information) Act 1985

Appendix A

PART TWO – ARTICLES OF THE CONSTITUTION

Last updated 21 July 2014

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.

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(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).

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(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.

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PART THREE – RESPONSIBILITY FOR FUNCTIONS

SECTION B

Last updated 14 May 2015

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. Pensions Committee**
 - 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

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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.

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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.

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**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.

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- (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

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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.

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- 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.

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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.

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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

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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

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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

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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:

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- (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,

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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.

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HARINGEY GOVERNANCE REVIEW

PROTOCOL COVERING OVERVIEW AND SCRUTINY COMMITTEE (OSC)

1 INTRODUCTION

- 1.1 A key objective of Haringey's Governance Review 2010/11 was to ensure that the Overview and Scrutiny function can help the Council to make key decisions and develop policy in a useful and effective manner.
- 1.2 The Terms of Reference for the OSC is stated in the Council's Constitution (Part 3 Section C). The purpose of this protocol is to set out in detail the process by which the OSC will function.
- 1.3 This document will be subject to regular review along with other governance arrangements, to ensure that it remains updated in the light of experience.

2 AIMS OF THE OVERVIEW AND SCRUTINY COMMITTEE

- 2.1 To provide a framework within which the work of the Council can be scrutinised in a constructive way that adds value to the Council's performance.
- 2.2 To help the Council to achieve its objectives by identifying areas for achieving excellence, and to carry out a scrutiny which identifies what needs to be done to improve the situation.
- 2.3 Not to duplicate work carried out by the Council, but provide an objective view of what needs to be done to improve the quality and cost effectiveness of services provided to local people.

3 RESPONSIBILITIES

- 3.1 The OSC can scrutinise any matter which affects the authority's area or its residents' wellbeing.
- 3.2 The Local Government Act 2000, the Health and Social Care Act 2001, the Local Government & Public Involvement in Health Act 2007, and the Police and Justice Act 2006 give the OSC the power to:
 - (i) Review and scrutinise decisions made or actions taken in connection with the discharge of any of the functions of the Executive or Full Council;
 - (ii) Review and scrutinise local NHS-funded services, and to make recommendations to reduce health inequalities in the local community;
 - (iii) Review and scrutinise Crime Reduction Partnerships;¹
 - (iv) Make reports and recommendations on any issue affecting the authority's area, to the Full Council, its Committees or Sub-Committees, the Executive, or other appropriate external body;
 - (v) "Call In" for reconsideration a decision made by the Executive;
 - (vi) Require information from relevant partner authorities;²

¹ Section 19 of the Police and Justice Act 2006

² Section 121 of the Local Government and Public Involvement in Health Act 2007

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- (vii) Give notice to a relevant partner authority that they must have regard to scrutiny reports and recommendations on any local improvement targets.³
- 3.3 Scrutiny recommendations shall be responded to by the appropriate body within 2 months of receiving the recommendations.⁴ Where a response is requested from NHS-funded bodies, the response shall be made within 28 days.⁵
- 3.4 The OSC shall be responsible for scrutinising the draft Treasury Management Strategy Statement (TMSS) annually before its adoption by full Council, in accordance with the Council's Constitution (Part 4 Section I).
- 3.5 The OSC shall respond to a Councillor Call for Action (CCfA) referral, which will be handled in accordance with the Council's Constitution (Part 4 Section G).

Scrutiny Review Panels

- 3.6 The Overview and Scrutiny Committee shall establish 4 standing Scrutiny Review Panels, to examine designated public services.
- 3.7 The Overview and Scrutiny Committee shall determine the terms of reference of each Scrutiny Review 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.
- 3.8 Areas which are not covered by the 4 standing Scrutiny Review Panels shall be the responsibility of the main Overview and Scrutiny Committee.

4 MEMBERSHIP AND CHAIR

- 4.1 The Overview and Scrutiny Committee shall comprise 5 members, and be politically proportionate as far as possible. The Committee shall also comprise statutory education representatives, who shall have voting rights solely on education matters. The membership shall be agreed by the Group Leaders, Chief Executive and Monitoring Officer, and ratified each year at the Annual Council Meeting.
- 4.2 The chair of the OSC shall be a member of the majority group. The vice-chair shall be a member of the largest minority group. These appointments shall be ratified each year at the Annual Council Meeting.

Scrutiny Review Panels

- 4.3 The chair of each Scrutiny Review Panel shall be a member of the OSC, and shall be determined by the OSC at their first meeting.
- 4.4 It is intended that each Scrutiny Review Panel shall be comprised of between 3 and 7 members, and be politically proportionate as far as possible. It is intended that other than the chair, the other members are non-executive members who do not sit on the OSC.

³ Section 122(21C) of the Local Government and Public Involvement in Health Act

⁴ Ibid section 122 (21B)

⁵ Regulation 3 of Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002

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- 4.5 Each Scrutiny Review Panel shall be entitled to appoint up to three non-voting co-optees.
- 4.6 If there is a Children and Young People's Scrutiny Review Panel, the 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 Review Panel are considered.

5 MEETING FREQUENCY AND FORMAT

- 5.1 The intention is that OSC shall hold 6 scheduled meetings each year. One meeting, at the start of the civic year, shall agree the annual work programme of the OSC. One meeting, in January, shall consider the budget scrutiny reports from each Scrutiny Review Panel. The remaining meetings shall undertake the work programme and consider the reports from the Scrutiny Review Panels.
- 5.2 An extraordinary meeting of the OSC may be called in accordance with the Council's Constitution (Part 4 Section G).
- 5.3 The agenda and papers for OSC shall be circulated to all members and relevant partners at least 5 clear days before the meeting.
- 5.4 There shall be a standing item on OSC meeting agendas to receive feedback from Area Committees. Area Committee Chairs shall be able to attend OSC meetings, and ask questions.
- 5.5 Members of the Council may Call In a decision of the Executive, or any Key Decision made under delegated powers, within 5 working days of the decision being made. The full procedure is given in the Council's Constitution (Part 4 Section H).
- 5.6 Pre-decision scrutiny on forthcoming Cabinet decisions shall only be undertaken at scheduled OSC meetings, in adherence with the Council's Forward Plan.

Scrutiny Review Panels

- 5.7 It is intended that each Scrutiny Review Panel shall hold 4 scheduled meetings each year.
- 5.8 An extraordinary meeting of a Scrutiny Review Panel may be called in accordance with the Council's Constitution (Part 4 Section G).
- 5.9 The agenda and papers for Scrutiny Review Panels shall be circulated to all members and relevant partners at least 5 clear days before the meeting.

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6 PROCESS FOR CABINET INVOLVEMENT

- 6.1 The OSC shall develop recommendations for arrangements to focus its resources and time available on effective scrutiny of the Cabinet, within the guidance of this protocol. It is not intended that this will include submitting written questions to Cabinet members, in advance of an OSC meeting. The recommended arrangements shall be jointly discussed with the Cabinet prior to the first meeting of OSC.
- 6.2 The Leader of the Council and Chief Executive shall be invited to OSC once a year, at the meeting when the Committee's work programme is set. This shall be an opportunity to jointly discuss the Council's priorities for the next year.
- 6.3 The Leader/ Cabinet Member attending an OSC or Scrutiny Review 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 on their behalf.

7 THE OSC WORK PROGRAMME

- 7.1 The Council's Policy, Intelligence and Partnerships Unit shall coordinate the work programme of the OSC at the beginning of each civic year.
- 7.2 Any partner, member or service user may suggest an item for scrutiny. The OSC shall have regard to all such suggestions when they decide their work programme.
- 7.3 The OSC and Scrutiny Review Panels are able to request reports from the following areas to enable its scrutiny role, which shall be identified in the OSC's work programme:
 - (i) **Performance Reports;**
 - (ii) **One off reports** on matters of national or local interest or concern;
 - (iii) Issues arising out of **internal and external assessment;**
 - (iv) Issues on which the Cabinet or officers would like **the Committee's views or support;**
 - (v) Reports on **strategies and policies** under development;
 - (vi) **Progress reports** on implementing previous scrutiny recommendations accepted by the Cabinet or appropriate Executive body.
- 7.4 In deciding their work programme for the year, the OSC and Scrutiny Review Panels shall determine how partnership bodies shall be scrutinised within the boundaries of scheduled meetings.

8 BUDGET SCRUTINY REVIEW

- 8.1 The budget shall be scrutinised by each Scrutiny Review Panel, in their respective areas. Their reports shall go to the OSC for approval. The areas of the budget which are not covered by the Scrutiny Review Panels shall be considered by the main OSC.

Appendix B

8.2 A lead OSC member from the largest opposition group shall be responsible for the co-ordination of the Budget Scrutiny process and recommendations made by respective Scrutiny Review Panels relating to the budget.






8.3 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:







- **Scrutiny Review Panel Meetings: May to November**
Each Scrutiny Review Panel shall undertake budget scrutiny in their respective areas, to be overseen by the lead member referred to in paragraph 9.2. Between May and November, this shall involve scrutinising the 3-year Medium Term Financial Plan approved at the budget-setting full Council meeting in February.
- **Cabinet report on the new 3-year Medium Term Financial Plan to members of the OSC: December**
The Cabinet shall release their report on the new 3-year Medium Term Financial Plan to members of the OSC, following their meeting to agree the proposals in December.
- **Scrutiny Review Panel Meetings: January**
Overseen by the lead member referred to in paragraph 9.2, each Scrutiny Review Panel shall hold a meeting following the release of the December Cabinet report on the new 3-year Medium Term Financial Plan. Each Panel shall consider the proposals in this report, for their respective areas, in addition to their budget scrutiny already carried out. The Scrutiny Review Panels may request that the Cabinet Member for Finance and Sustainability and/or Senior Officers attend these meetings to answer questions.
- **OSC Meeting: January**
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.
- **Cabinet Meeting: February**
The 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.






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Appendix C

Overview & Scrutiny Remits and Membership 2016/17

Scrutiny Body	Areas of Responsibility	Cabinet Links	
<p style="text-align: center;">Overview & Scrutiny Committee</p>  <p style="text-align: center;">Cllr Charles Wright, Chair</p> <p>Membership:</p> <p>Cllr Pippa Connor (Vice Chair); Cllr Kirsten Hearn; Cllr Emine Ibrahim; and Cllr Makbule Gunes.</p> <p>The Committee shall also comprise statutory education representatives, who shall have voting rights solely on education matters</p>	<p>Communications; Corporate policy and strategy; Council performance; External partnerships; Strategic transport; Growth and inward investment; Capital strategy</p>		<p>Cllr Claire Kober, Leader of the Council</p>
	<p>Libraries; Customer Services; Customer Transformation Programme; Culture</p>		<p>Cllr Bernice Vanier, Deputy Leader, and Cabinet Member for Customer Services and Culture</p>
	<p>Council finances and budget</p>		<p>Cllr Jason Arthur, Cabinet Member for Finance and Health</p>
	<p>Equalities; The voluntary sector; Community Strategy</p>		<p>Cllr Eugene Ayisi, Cabinet Member for Communities</p>
	<p>Corporate programme; Council IT shared services; Procurement & commercial partnerships; Corporate governance; Shared Service Centre; Council HR & staff wellbeing; Accommodation Strategy; Community buildings; Corporate property</p>		<p>Cllr Ali Demirci, Cabinet Member for Corporate Resources</p>

Scrutiny Body	Areas of Responsibility	Cabinet Links	
	Growth strategy delivery; Social inclusion		Cllr Joe Goldberg, Cabinet Member for Economic Development, Social Inclusion and Sustainability
<p data-bbox="309 403 544 475">Adults & Health Scrutiny Panel</p>  <p data-bbox="219 719 595 751">Cllr Pippa Connor, Chair</p> <p data-bbox="219 794 421 826">Membership:</p> <p data-bbox="219 866 629 1046">Cllr Gina Adamou; Cllr Charles Adje; Cllr David Beacham; Cllr Eddie Griffith; Cllr Liz McShane and Cllr Peter Mitchell</p>	Public Health; Health devolution pilots; Safeguarding adults; Adults with disabilities and additional needs; Adult social care; Health and social care integration and commissioning; Working with CCG and NHS		Cllr Jason Arthur, Cabinet Member for Finance and Health
	Tackling unemployment and worklessness; Adult learning and skills		Cllr Joe Goldberg, Cabinet Member for Economic Development, Social Inclusion and Sustainability
<p data-bbox="230 1126 618 1198">Children & Young People Scrutiny Panel</p>  <p data-bbox="219 1442 595 1474">Cllr Kirsten Hearn, Chair</p>	Schools and education; Safeguarding children; Early years and child care; Adoption and fostering; Looked-after children; Children with disabilities and additional needs; Children to adult social care transition		Cllr Elin Weston, Cabinet Member for Children and Families

Scrutiny Body	Areas of Responsibility	Cabinet Links	
<p>Membership:</p> <p>Cllr Mark Blake; Cllr Toni Mallett; Cllr Liz Morris; Cllr Reg Rice; Cllr Viv Ross; plus the statutory education representatives of OSC.</p>	Post 16 education		Cllr Joe Goldberg, Cabinet Member for Economic Development, Social Inclusion and Sustainability
	Youth services and youth offending		Cllr Eugene Ayisi, Cabinet Member for Communities
<p>Environment & Community Safety Scrutiny Panel</p>  <p>Cllr Makbule Gunes, Chair</p> <p>Membership:</p> <p>Cllr Barbara Blake; Cllr Clive Carter; Cllr Bob Hare; Cllr Stephen Mann and Cllr Anne Stennett.</p>	Recycling, waste and street cleaning; Highways; Parking; Parks and open spaces; Leisure and leisure centres; Licensing (environmental and HMO); Enforcement (environmental and planning)		Cllr Peray Ahmet, Cabinet Member for Environment
	Community safety; Engagement with the Police; Tackling antisocial behaviour; Violence Against Women and Girls		Cllr Eugene Ayisi, Cabinet Member for Communities

Scrutiny Body	Areas of Responsibility	Cabinet Links	
<p data-bbox="235 140 613 209">Housing & Regeneration Scrutiny Panel</p>  <p data-bbox="226 491 607 523">Cllr Emine Ibrahim, Chair</p> <p data-bbox="226 564 421 596">Membership:</p> <p data-bbox="226 639 602 815">Cllr Kaushika Amin; Cllr John Bevan; Cllr Gail Engert; Cllr Tim Gallagher; Cllr Peter Morton and Cllr Martin Newton</p>	<p data-bbox="651 140 1323 352">Regeneration in Tottenham; Planning policy; Planning applications and development management; Building Control; Housing Investment Programme; Housing strategy and delivery; Partnerships with Homes for Haringey and social landlords</p>		<p data-bbox="1621 140 2018 245">Cllr Alan Strickland, Cabinet Member for Housing, Regeneration and Planning</p>
	<p data-bbox="651 402 1341 466">Regeneration in Wood Green; Sustainability and carbon reduction</p>		<p data-bbox="1644 402 1995 577">Cllr Joe Goldberg, Cabinet Member for Economic Development, Social Inclusion and Sustainability</p>

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.

Report for: Environment and Community Safety Scrutiny Panel, 30th June 2016

Item number:

Title: Work Programme Development

Report authorised by : Michael Kay, Democratic Services and Scrutiny Manager

Lead Officer: Robert Mack, Principal Scrutiny Support Officer,
Tel: 020 8489 2921, e-mail: rob.mack@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 how the foundations will be laid for targeted, inclusive and timely work on issues of local importance where the Panel can add value.

2. Cabinet Member Introduction

N/A

3. Recommendations

- (a) That the Panel agree that the areas, as outlined in Appendix A, be prioritised for inclusion in the 2016/17 scrutiny work programme.
- (b) That the Overview and Scrutiny Committee be asked to endorse (a), above, at its meeting on 21 July 2016.
- (c) That in respect of the priority work areas for 2016/17, the Chair of the Panel meets with appropriate Cabinet members and senior officers to clarify the work programme, before it is agreed by the Overview and Scrutiny Committee.

4. Reasons for decision

- 4.1 The Overview and Scrutiny Committee (OSC) is responsible for developing an overall work plan, including work for its standing scrutiny panels. In putting this together, the Committee will need to have regard to suggestions put forward by each Panel, their capacity to deliver the programme, and officers' capacity to support them in that task.

5. Alternative options considered

- 5.1 The Panel could choose not to review suggestions for its future work programme however this could diminish knowledge of the work of Overview and Scrutiny and would fail to keep the full membership updated.

6. Background Information

“Scrutiny is based on the principle that someone who makes a decision...should not be the only one to review or challenge it. Overview is founded on the belief that an open, inclusive, member-led approach to policy review...results in better policies in the long run.”

Jessica Crowe, former Executive Director, Centre for Public Scrutiny

- 6.1 Developing an effective work programme is the bedrock of an effective scrutiny function.
- 6.2 The careful selection and prioritisation of work is essential if the scrutiny function is to be successful, achieve added value and retain credibility. A summary of what needs to be done to develop a successful work programme is provided below.

An effective scrutiny work programme should reflect a balance of activities

- Holding the Executive to account
- Policy review and development – reviews to assess the effectiveness of existing policies or to inform the development of new strategies
- Performance management – identifying under-performing services, investigating and making recommendations for improvement
- External scrutiny – scrutinising and holding to account partners and other local agencies providing key services to the public
- Public and community engagement – engaging and involving local communities in scrutiny activities and scrutinising those issues which are of concern to the local community

Key features of an effective work programme

- A member led process, short listing and prioritising topics – with support from officers – that:
 - reflects local needs and priorities – issues of community concern as well as Corporate Plan and Medium Term Financial Strategy priorities
 - prioritises topics for scrutiny that have most impact or benefit
 - involves local stakeholders

- is flexible enough to respond to new or urgent issues

6.3 Depending on the selected topic, and planned outcomes, scrutiny work will be carried out in a variety of ways, using various formats. This will include a variety of one-off reports. In accordance with the scrutiny protocol, the OSC and Scrutiny Panels will draw from the following to inform their work:

- Performance Reports;
- One off reports on matters of national or local interest or concern;
- Issues arising out of internal and external assessment;
- Reports on strategies and policies under development, or other issues on which the Cabinet or officers would like scrutiny views or support;
- Progress reports on implementing previous scrutiny recommendations accepted by the Cabinet or appropriate Executive body.

6.4 In addition, in-depth scrutiny work, including task and finish projects, are an important aspect of Overview and Scrutiny and provide opportunities to thoroughly investigate topics and to make improvements. Through the gathering and consideration of evidence from a wider range of sources, this type of work enables more robust and effective challenge as well as an increased likelihood of delivering positive outcomes. In depth reviews should also help engage the public, and provide greater transparency and accountability. It is nevertheless important that there is a balance between depth and breadth of work undertaken so that resources can be used to their greatest effect.

Review of 2015/16

6.5 In order to assess the impact of last year's work programme each of the Panel Chairs, from 2015/16, were invited to a short de-briefing session with the Chair of OSC and the Performance, Programme and Scrutiny leads for the particular corporate priority that their Panel covered.

6.6 These sessions reviewed progress in the last year and flagged up matters requiring further attention. For example, there was an opportunity to look at how the priority dashboards had been used to shape the scrutiny work programme and how these could be used moving forwards. Some of the achievements from last year are highlighted in the table overleaf.

Summary of Achievements 2015/16

Corporate Priorities

- Regular briefings agreed for panel chairs, with priority, performance and finance leads, to support strategic understanding with work programme planning linked to corporate priorities.
- In-depth project work, linked clearly to the corporate priorities, concerning: Finsbury Park Events; Social Inclusion; Community Infrastructure Levy; Viability Assessments; Cycling; Community Safety in Parks; and Disproportionality in the Youth Justice System which have resulted in practical and achievable recommendations being made.

Positive and Beneficial Impact

- Thorough sessions on adult and children's safeguarding, plus briefing sessions for members and now joint work planning in hand with adults and children's safeguarding boards.
- Effective budget scrutiny with positive recommendations fully agreed by Cabinet, and forward planning to formalise budget monitoring at panels (see section 5.4).
- More focussed Cabinet member Q&As, with questions/KLOE determined in advance.
- New ways of working e.g. "scrutiny review in a day" sessions (Community Infrastructure Levy and Viability Assessments), and a range of site visits meeting staff and service users, including long-term unemployed people, young offenders, and adult service users. Members also gained first-hand experience of issues relating to cycling by touring the Borough on bikes.
- Rapid response e.g. review of Finsbury Park events with agreed recommendations developing policy and addressing resident concerns; review of action taken on various adult care concerns.

Wider Concerns / Practical Assistance

- Improved engagement with partners including police, CCG, and other NHS bodies; and a wide range of agencies, including key policy makers across London, such as the Mayor's Cycling Commissioner, and input from local MPs.
- Improved engagement with the public, both in developing the work programme and evidence gathering e.g. the Call for Evidence in relation to Finsbury Park Events.
- Learning from best practice from other local authorities through visits to Cambridge and Waltham Forest and witnesses who have attended scrutiny evidence gathering sessions (e.g. from Greenwich, Islington, Lambeth, Tower Hamlets and Southwark).
- Improved communication with local stakeholders, including press releases, coordinated through regular meetings with the Assistant Director of Communications.
- Improved engagement and involvement with wider scrutiny bodies such as the London Scrutiny Network.

- 6.7 Despite these positive developments difficulties remain, in some areas, in terms of prioritising, developing and maintaining an effective work programme.
- 6.8 On 6 June OSC agreed, to make greatest and most constructive input, the careful selection and prioritisation of work is essential if scrutiny is to be successful, gain buy in from senior officers and Cabinet, retain credibility and achieve added value. This will require using performance and financial information, on a regular basis, to shape and inform the work programme.

Activities to Support the Development of the Work Programme

- 6.9 Public engagement and involvement is a key function of scrutiny and local residents and community groups are encouraged to participate in all aspects of scrutiny from the development of the work programme to participation in project work (e.g. providing service assessments / service user insights).
- 6.10 To ensure issues considered by scrutiny are both important and relevant to the local community, an online survey was distributed to local residents, community groups and other local stakeholders to assess their views. This was administered for a two week period from mid-May and generated approximately 70 individual qualitative responses.
- 6.11 Further to the completion of the survey, the Chairs of scrutiny bodies have met with relevant Cabinet members and senior officers to further discuss issues arising from the survey.
- 6.12 From these activities, and work rolled over from last year, a summary of suggestions – attached at Appendix A – was prepared for the Scrutiny Cafe that took place on 9 June.
- 6.13 The aim of the Scrutiny Cafe was to bring together key local stakeholders (non executive members, partners and senior council officers) for round table discussions to further inform the development of the scrutiny work programme.
- 6.14 From these discussions, and items rolled over from last year, a number of issues have been prioritised for inclusion in the Panel's future work programme. These are summarised in Appendix A.

Cabinet Members and Senior Officers

- 6.15 Before the final work programme is agreed by OSC, the Chair of the Panel will meet with relevant Cabinet members and senior officers. The primary purpose of such meetings will be to discuss emerging issues, to identify the value of each topic, and to consider how selections align with corporate priorities, objectives and outcomes. This will help ensure scrutiny processes are commensurate to desired outcomes (e.g. one-off report or more in depth investigations).
- 6.16 At this juncture, Cabinet members and senior officers are also invited to suggest additional topics where scrutiny could be beneficially involved, including:

- Any matters forming part of the Budget and/or Policy Framework which will require adoption in the coming year;
- Any other strategies or policies which may benefit from scrutiny involvement;
- Items on the Forward Plan which may benefit from pre-decision scrutiny;
- Annual service reports or inspection reports.

6.17 These meetings also provide an opportunity for relevant Cabinet member(s) to agree dates, with the Chair, at which they will attend meetings for their Question and Answer sessions.

Monitoring the Work Programme

6.18 Once the work programme is agreed, there are both formal and informal systems in place to ensure effective monitoring of the work programme. Regular agenda planning meetings (with the Chair and senior officers) and discussion at each panel meeting give an opportunity to discuss the scope and approach to the area of inquiry.

Member Learning and Development (MLD)

6.19 In terms of Overview and Scrutiny, Members require a number of skills. Various activities took place, during 2015/16, to support the delivery of the scrutiny work programme, including:

- Chairing Overview and Scrutiny: Developing and Improving Skills
 - o ½ day training delivered in August
- Mentoring for the Chairs of Overview and Scrutiny
 - o This was tailored to each Chair and their identified requirements and took place during Autumn
- How to effectively challenge the Council and its partners on Child Safeguarding, including addressing Child Sexual Exploitation
- Various MLD sessions and site visits (specific to certain scrutiny projects)

6.20 Moving forwards, these activities, the broad range of generic skills required by all members and the topics included in the future scrutiny work programme, will need to be considered/reviewed as part of work that's taking place to develop a new Member Learning and Development programme. This will ensure scrutiny Members are properly equipped to undertake planned work during 2016/17.

7. Contribution to Strategic Outcomes

7.1 Activities to develop the future scrutiny work programme have taken place during May and June, with further work planned for July. The contribution

scrutiny can make to strategic outcomes will be considered as part of this process, before the final programme is agreed by OSC on 21 July.

8. Statutory Officers Comments

Finance

- 8.1 There are no 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 these will be highlighted at that time.

Legal

- 8.2 There are no immediate legal implications arising from the report.
- 8.3 In accordance with the Council's Constitution, the approval of the future scrutiny work programme falls within the remit of the OSC.
- 8.4 Under Section 21 (6) of the Local Government Act 2000, an OSC has the power to appoint one or more sub-committees to discharge any of its functions. In accordance with the Constitution, the appointment of Scrutiny Panels (to assist the scrutiny function) falls within the remit of the OSC.
- 8.5 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

- 8.6 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.
- 8.7 The Panel should ensure that it addresses these duties by considering them within its work plan, 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.

8.8 The Panel should ensure 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.

9. Use of Appendices

Appendix A – Draft Workplan for 2016/17

10. Local Government (Access to Information) Act 1985

Environment and Community Safety Scrutiny Panel

Work Plan 2016-17

<p>1. Major Projects; These will be dealt with through a combination of specific evidence gathering meetings that will be arranged as and when required and other activities, such as visits. There is unlikely to be capacity to undertake more than two projects within the year. It is proposed that those areas which cannot be covered in this way instead be addressed through a “one-off” item at a scheduled meeting of the Panel. Issues selected will be subject to further development and scoping.</p>		
Project	Comments	Priority
Community Safety and Confidence	<ul style="list-style-type: none"> • The following range of topics related to this were raised and combined under this heading at the Scrutiny Cafe: <ul style="list-style-type: none"> ○ Community safety in Wood Green and the perception that there is a high incidence of muggings; ○ Reassuring the community; ○ How can the Council work more closely with Community Leaders?; ○ Reducing crime and fear of crime; ○ Improving confidence in local policing; ○ Preventing ASB, particularly in areas surrounding local schools; and ○ Engagement with emerging communities within the Borough. • The view of those attending the Scrutiny Cafe was that confidence was the biggest issue and that in-depth consideration of this could be linked in with crime prevention, how the stay safe and the influence of young people. This was especially important in regeneration areas, such as Tottenham. 	1
Waste,	<ul style="list-style-type: none"> • A range of topics linked to this have been raised: 	2

including fly tipping, litter and recycling	<ul style="list-style-type: none"> ○ Minimising dumped rubbish on the streets and fly-tipping; ○ Improving the responsiveness of clean up operations and enforcement; ○ Improving the commitment to recycling organic waste; ○ Reducing the amount of litter and rubbish on Haringey streets; ○ Dealing with overflowing bins in residential streets in Tottenham; and ○ Dumping of household goods and rubbish in the streets. <ul style="list-style-type: none"> ● It was felt that work on this area could potentially focus on the following; <ul style="list-style-type: none"> ○ Behaviour change; ○ Enforcement; and ○ Resources. 	
Parks	<ul style="list-style-type: none"> ● The following matters were raised in respect of this issue; <ul style="list-style-type: none"> ○ Monitoring of large-scale events in Finsbury Park and the impact of these; ○ Prevention of the privatisation of local green spaces; ○ Enforcement action to minimise dog fouling in local parks and green spaces; ○ The impact of dogs and their management in local parks and green spaces, including fouling and aggression; ○ Prevention of park users from defecating in local parks (especially Ducketts Common); and ○ Ensuring adequate funding and support for Haringey's Parks and Green Spaces. ● It was felt that a range of these issues could be addressed as part of a general review on parks. 	3
Sustainable transport	<ul style="list-style-type: none"> ● The following topics and issues were brought together in respect of this issue: <ul style="list-style-type: none"> ○ Reducing motor vehicle use and improving sustainable transport use in the borough; ○ Achieving a more equitable balance between drivers, pedestrians and cyclists on our roads; ○ Encouraging people to change their travel habits to help improve local air quality; and ○ Supporting people to use more sustainable forms of transport. 	4

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<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 of meeting	Potential Items
30 June 2016	<ul style="list-style-type: none"> • Cabinet Member Q&A - Environment; To question the Cabinet Member for Communities on current issues and plans arising for her portfolio. • Car Club – Network Expansion; • Waste, recycling and street cleansing data; and • Work Programme for the Forthcoming Year.
29 September 2016	<ul style="list-style-type: none"> • Cabinet Member Q&A – Communities; To question the Cabinet Member for Communities on current issues and plans arising for his portfolio. • Community Safety Partnership; To invite comments from the Panel on current performance issues and priorities for the borough’s Community Safety Partnership. To include the following: <ul style="list-style-type: none"> ○ Crime Performance Statistics; Update on performance in respect of the MOPAC priority areas plus commentary on emerging issues; ○ Statistics on hate crime; and

	<ul style="list-style-type: none"> ○ Update on Prevent initiative. ● 20 mph Speed Limit; Enforcement/progress since Scrutiny Review.
8 December 2016	<ul style="list-style-type: none"> ● Cabinet Member Q&A - Environment; To question the Cabinet Member for Communities on current issues and plans arising for her portfolio. ● Waste, recycling and street cleansing data ● Team Noel Park Pilot
9 March 2017	<ul style="list-style-type: none"> ● Cabinet Member Q&A – Communities; To question the Cabinet Member for Communities on current issues and plans arising from his portfolio. ● Scrutiny Review of Violence Against Women and Girls (VAWG) – Progress with Implementation of Recommendations ● VAWG – Progress with Implementation of the Iris Scheme by Haringey CCG

Report for: Environment and Community Safety Scrutiny Panel, June 2016

Item number:

Title: Street Cleansing, Waste and Recycling: Current performance

Report

Authorised by : Stephen McDonnell, Assistant Director Commercial and Operations

Lead Officer: Tom Hemming, Interim Neighbourhood Action Team Manager.
tom.hemming@haringey.gov.uk

Ward(s) affected: All

Report for Key/

Non Key Decision: Non Key

1. Describe the issue under consideration

1.1 This report sets out the year-to-date performance of the council's street cleansing, waste and recycling services. The key current service delivery issues are highlighted together with the action being taken to pursue these.

2. Cabinet Member introduction

2.1 This report sets out key performance statistics for the council's street cleansing, waste collection and recycling services. The principal purpose of this report is to provide the Panel with current service performance data to enable it to constructively challenge performance and suggest specific areas that might benefit from further examination or indeed a change of approach.

2.2 Street cleanliness, in particular littering, is a key area of focus since the service change to weekly sweeping on residential and some other roads from January 2016, which was required to deliver £860,000 savings. Recent performance has decreased overall but has been variable from month to month and we therefore need to continue to closely monitor and develop targeted actions to deal with areas where performance is falling down.

3. Recommendations

3.1 That the panel consider the contents of this report and comment as necessary on current cleanliness, waste and recycling service performance and the delivery issues presently being addressed by the council.

4. Reasons for decision

4.1 It is for the Panel to make any specific recommendations having considered the contents of this report.

5. Alternative options considered

5.1 Not applicable. The council's waste and recycling services are provided by Veolia following a competitive tendering of the services in 2010. Procurement was by way of competitive dialogue, with the final agreed service secured through a contract setting out specific service requirements.

6. Background information

- 6.1 The performance of both the council waste collection and street cleansing services is subject to regular review at monthly council/contractor officer liaison meetings and at quarterly Waste Contract Partnership Board meetings, chaired by the Cabinet Member for Environment. Both meetings receive detailed service performance information on waste collection and street cleansing services and a copy of the latest performance statistics for waste collection and recycling are shown in the appendix to this report.
- 6.2 The principal measure for street cleansing performance is the NI195 national indicator for litter and detritus. Performance is assessed by random inspections carried out by the council's Neighbourhood Action Officers and the results for the last 2 years are shown in Appendix 1, figures 1 & 2. Contractual strategic performance targets are set as the % of roads surveyed that are not of the required cleanliness, as defined by the National Indicator guidance. Performance should lie within these failure levels (i.e. the lower the % the better the performance). The litter NI195 scores have been consistently within target between October 2014 and Dec 2015. This is notwithstanding rounds of sweeping service reductions in that period to deliver savings from the waste contract.
- 6.3 The most recent full set of survey data (for the Jan-March 2016 'tranche' inspections) showed litter performance at 9% on average, up from the average for the first two tranches of the year (3% in each). This brought the 2015/16 annual performance to 5% against the contractual target of 7%, which is based on achieving London upper quartile performance.
- 6.4 From 4th January 2016, the council moved from twice to once weekly sweeping on 'zone 2 & 3' land uses (residential roads and some other roads such as industrial) in order to deliver further savings targets contained in the Council's published Medium Term Financial Strategy.
- 6.5 The drop in performance coincides with the change to weekly sweeping. However, land use types other than residential roads, which are also routinely surveyed as part of NI 195 and have not been the subject of the recent service changes (such as some retail and commercial use roads) had also deteriorated and contributed to the reduced overall litter performance. We are therefore using the survey data (and complaints data) to target actions to specific areas and land use types. This includes engaging with residents, traders, schools and the organisers of events that are identified as causing litter problems, and where necessary taking enforcement action.
- 6.6 Finally, preliminary data from the first month of the first 3-month tranche period of 2016/17 (May) indicates an improvement in performance at 4% for litter across all land uses. However, given the variability in performance, we will need to monitor performance over the coming 2-3 months, along with ongoing complaints data, before reaching conclusions on the service change.

- 6.7 Scores for Detritus have similarly been consistently within target since April 2014 before seeing above target (worse) scores in two of the past 5 months. Even more so than with litter scores, this is more closely linked to failures on roads within specific land uses (namely industrial roads but also residential roads).
- 6.8 Appendix 1, figure 5 shows the volume of street cleansing complaints received by Veolia over the last 3 years. There was a peak in November 2014, but since then the volume has reduced to a third of the level of November 2014. We will continue to monitor monthly trends and are currently cross checking against the complaints received by the Council, to provide a better all round picture of customer perception. We will develop plans where necessary to further reduce the incidence of complaints.
- 6.9 The two other NI195 indicators we monitor are graffiti and fly posting, the results for the last 2 years are shown in Appendix 1, figures 3 & 4. Performance for graffiti remains consistently good. Performance for fly-posting has been above target on 11 out of 12 previous months. The fly posting figures have historically included the small business-card size emergency window replacement stickers which appear on the window frames of many retail premises throughout the borough. Dealing with these stickers through enforcement against those responsible has proved difficult and the impact on the street environment is limited in comparison to larger scale flyposting. Consequently, a change in approach was been agreed in which the small window stickers will not be included in NI195 fly posting scores (but continue to be recorded separately).
- 6.10 Appendix 1, figure 6 shows 12 months of flytip data which shows that flytipping continues to be an issue in the borough. Veolia, the council and other stakeholders are implementing a flytipping action plan. This is involving engagement with residents, landlords and traders in hotspot areas and follow-on enforcement, the use of CCTV in selected hotspots to aid enforcement and act as a deterrent, and trialling a community-led poster campaign in Noel Park.
- 6.11 Reported missed refuse collection levels are below the current year's contractual ceiling of 80 per 100,000 properties (Appendix 2, figure 1). The level of dry recycling missed collections were above the target level in April but have returned down during May and will be monitored closely going forward. Missed food and green waste collections have broadly followed the pattern of the previous year and will similarly require monitoring through the monthly liaison meetings, as both have had higher missed collections in the first months of the year when compared to last year.
- 6.12 The provisional recycling out-turn for 2015/16 was 37.0%, a shortfall of 1.7% against the target of 38.7% for the year. The target for 2016/17 is 40.1%. As can be seen from the latest performance figures (Appendix 2, figure 2), the year to date figure as of May 2016 is below target, at 37.6%. Performance has been affected by a change in law which has forced recycling processing companies to adopt much stricter sampling regimes, leading to a higher number of rejected loads.
- 6.13 A joint recycling action plan, led by Veolia and supported by council officers is in place which includes specific actions to mitigate the impact referred to above. The plan also includes actions to increase recycling from estates, increase food waste collections from kerbside properties and minimise the amount of refuse that is disposed of.

7. Contribution to strategic outcomes

7.1 The actions set out in this report are aligned to Council Priority 3 – a clean and safe borough where people are proud to live.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Finance and Procurement

8.1 There are no specific financial implications arising from this report.

Legal

8.2 There are no specific Legal implications arising from this report.

Equality

8.3 There are no specific Equalities implications arising from this report.

9. Use of Appendices

9.1. The attached appendix sets out the council's latest waste and recycling performance statistics.

Appendix 1 – Street Cleansing Performance

Appendix 2 – Waste and Recycling Performance

10. Local Government (Access to Information) Act 1985

10.1 None.

Appendix 1: Street cleansing current performance report – 21.6.2016

Figure 1 NI 195 litter scores, April 2014 to May 2016 (based on LBH monitoring)

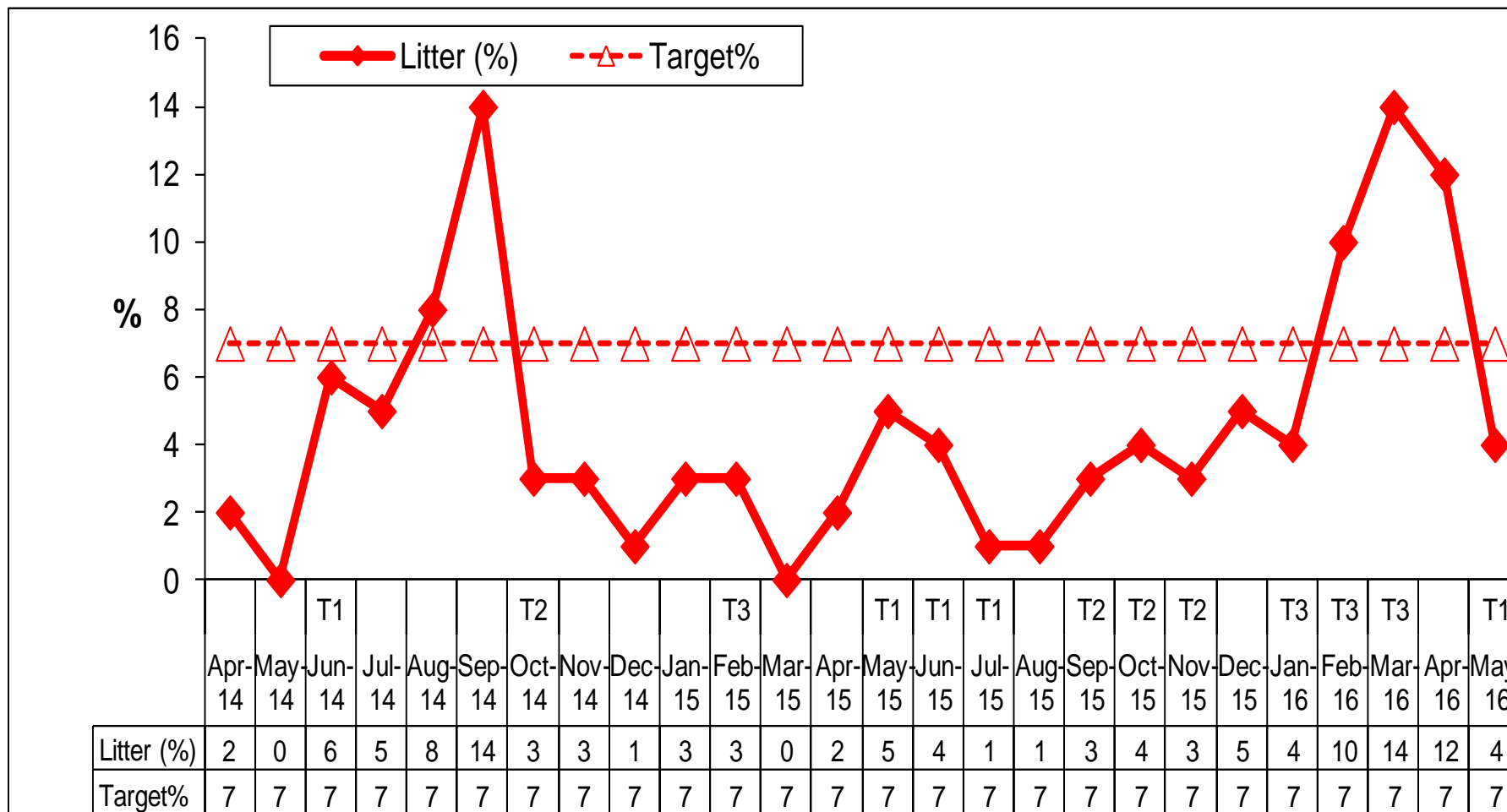


Figure 2 – NI 195 detritus scores, April 2014 to May 2016 (based on LBH monitoring)

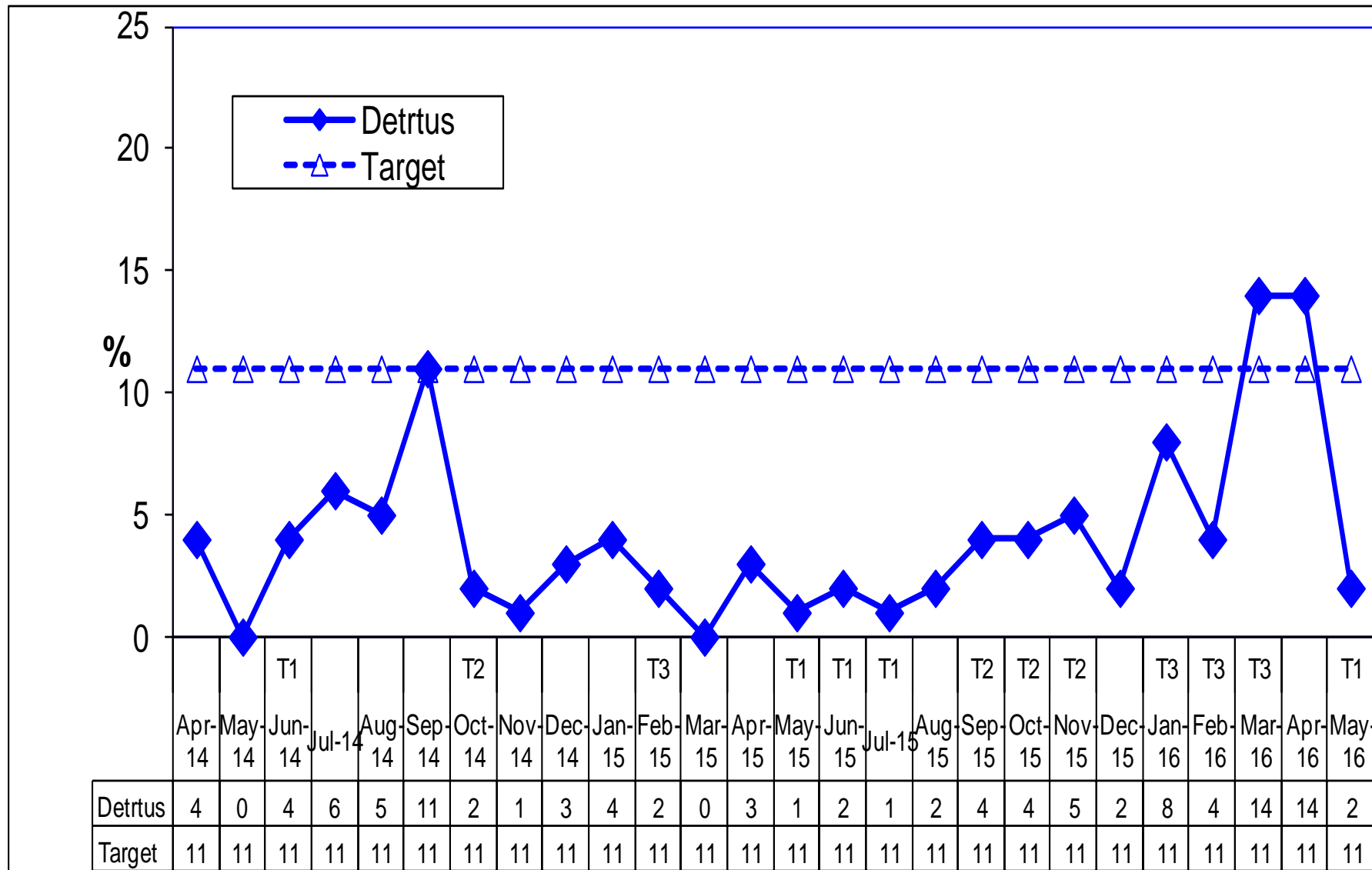


Figure 3 – NI 195 graffiti scores, April 2014 to May 2016 (based on LBH monitoring)

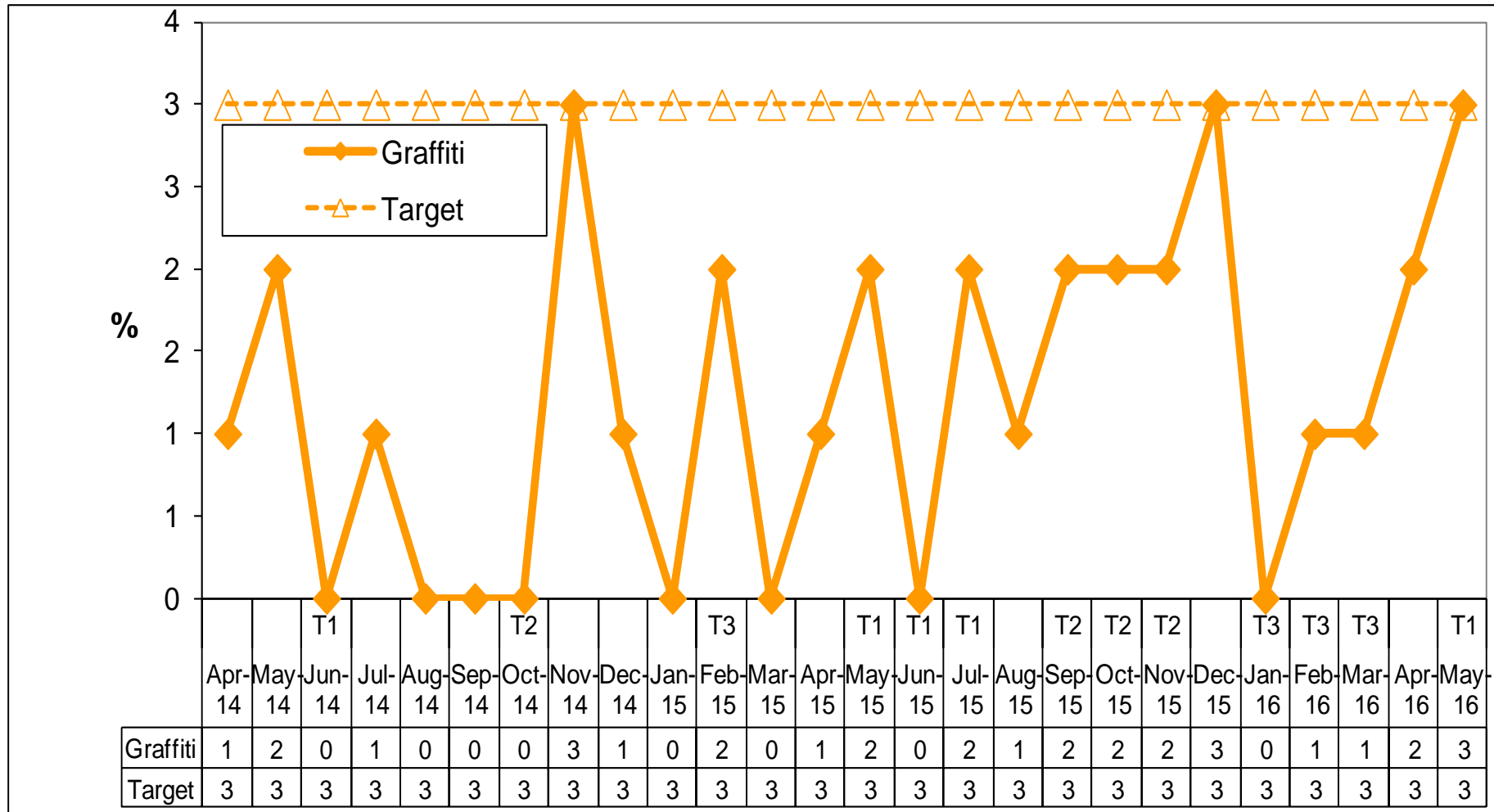


Figure 4 – NI 195 fly-posting scores, April 2014 to May 2016 (based on LBH monitoring)

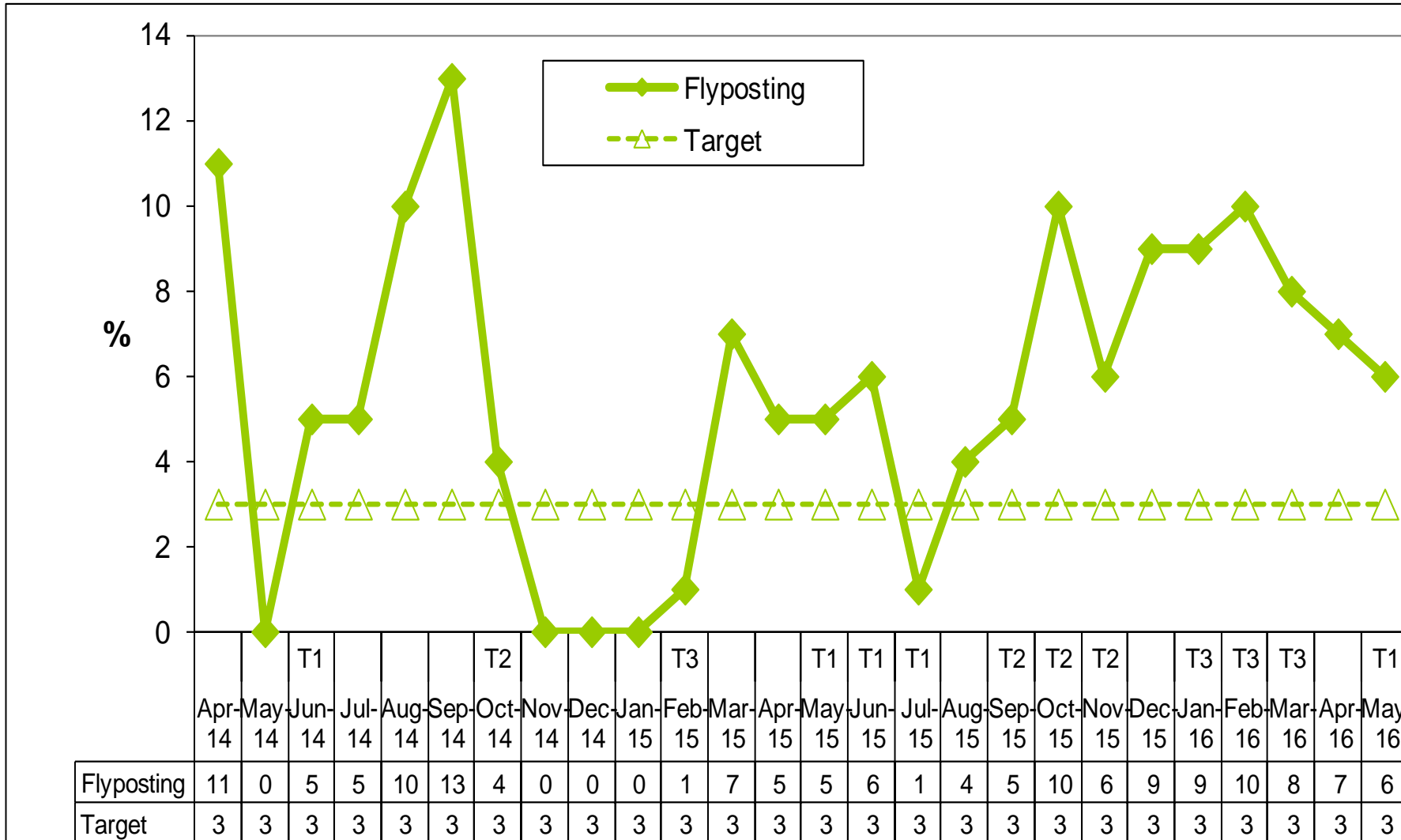


Figure 5 - levels of street cleansing complaints from November 2012 to May 2016 (produced by Veolia)

STREET CLEANSING

* Criteria: Event State is "Completed - Justified" related to complaints in the Street Service

■ Street Complaints

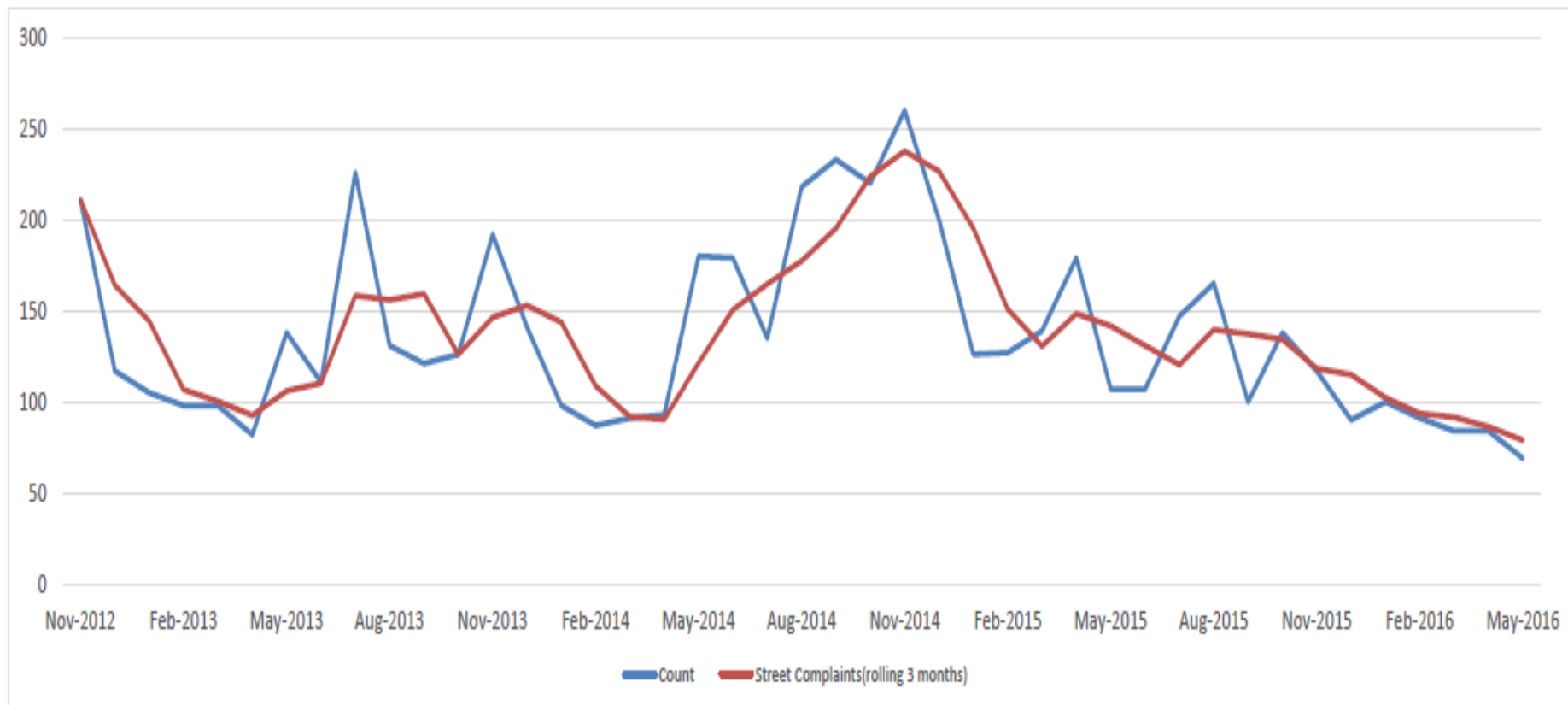
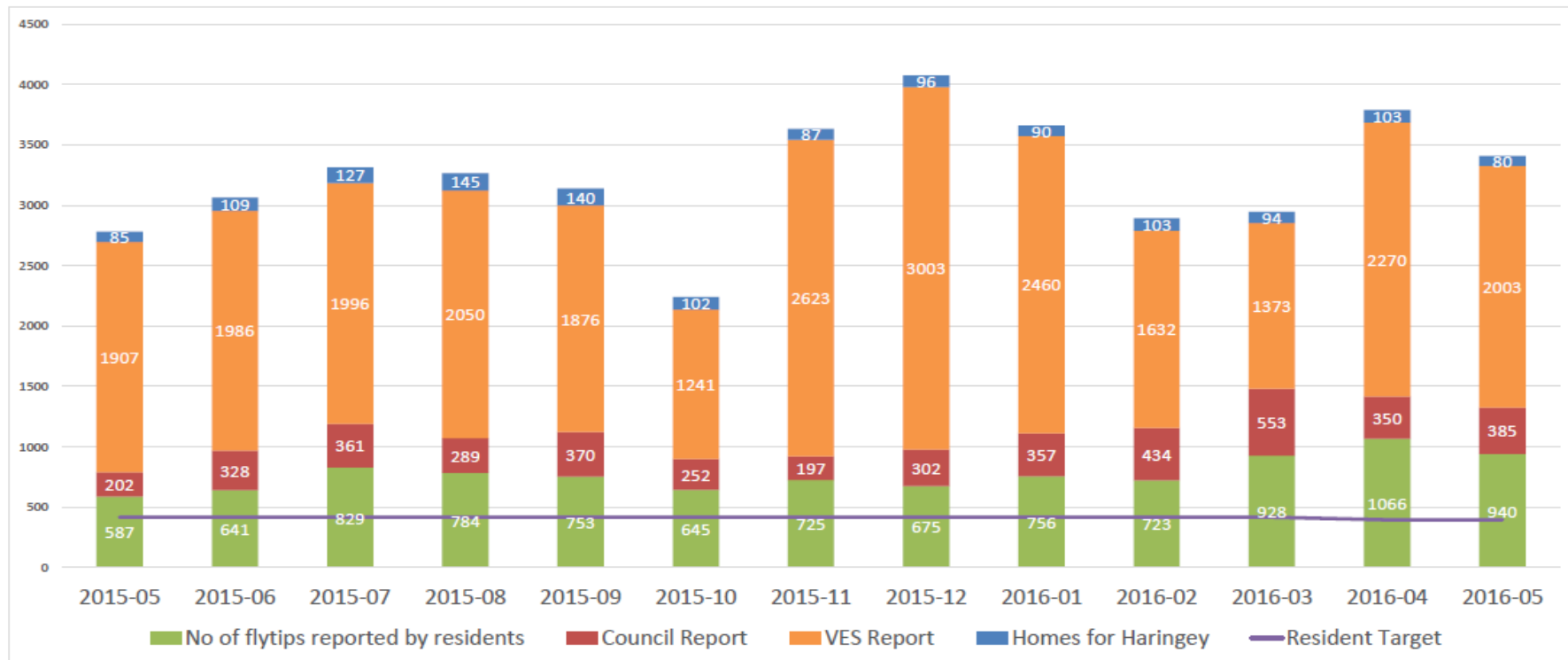


Figure 6 - number of fly tips reported by residents, Council staff and Veolia staff (note: contractual target is the number of fly tips reported by residents)

STREET CLEANSING FLYTIPS

* Criteria: Filtered to look at "Completed Justified" events only so will not match any of the other slides and no filter on the customer type



	2014	2015	2016
Resident Reported Target	450	416	395

Appendix 2 – Waste and Recycling

Figure 1. The graph below shows the number of reported missed refuse and recycling collections. The 2016-17 missed collection contractual target is 80 per 100,000 properties.

REPORTED MISSED COLLECTIONS

* All Missed Collections for all event states

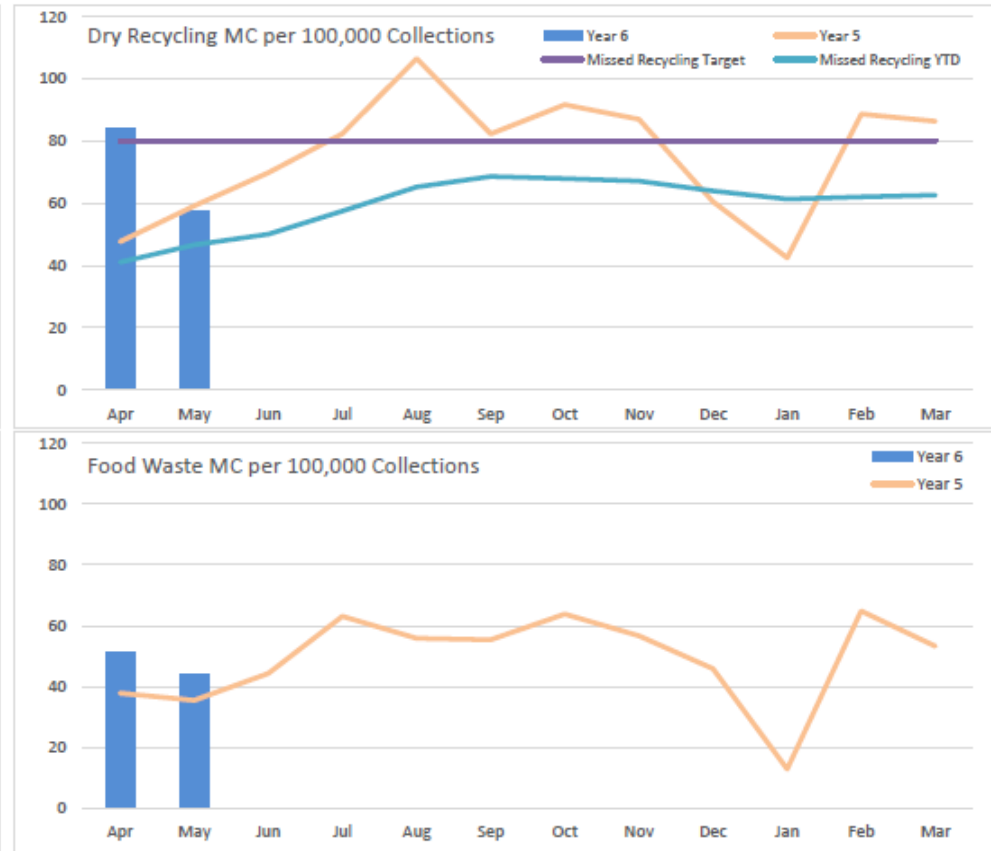
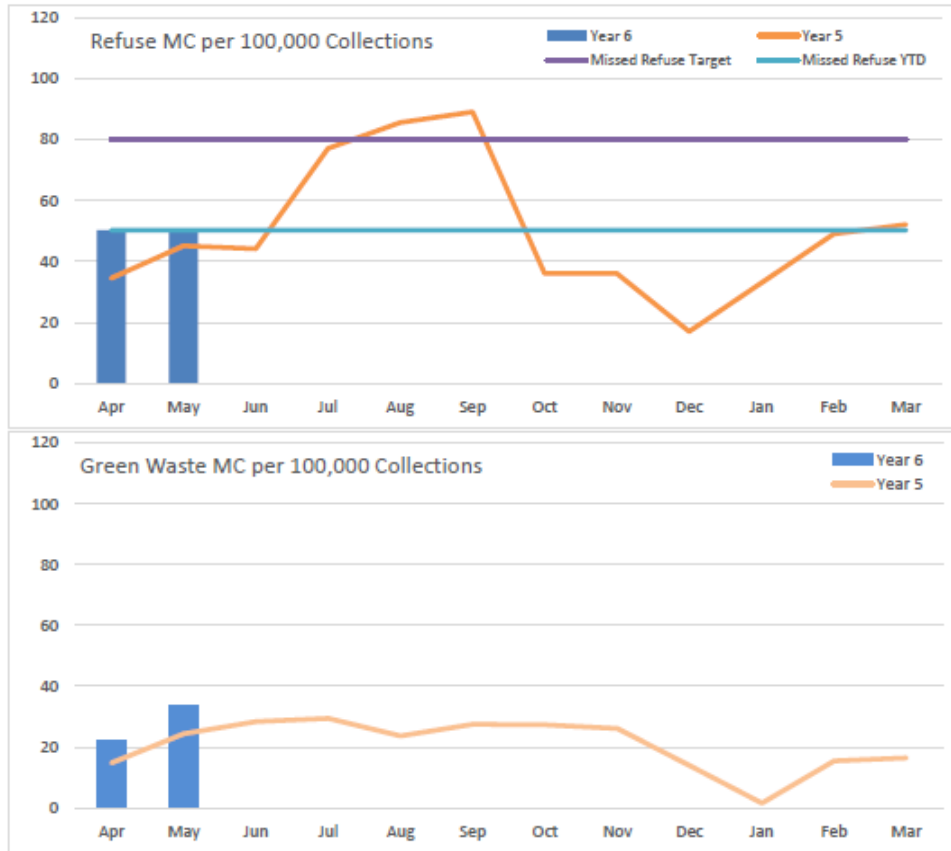


Figure 2. The graph below shows the recycling performance from January 2015 to May 2016.

