

## NOTICE OF MEETING

# CHILDREN AND YOUNG PEOPLE'S SCRUTINY PANEL

**Tuesday, 5th July, 2016, 7.00 pm - Civic Centre, High Road, Wood Green, N22 8LE**

**Members:** Councillors Kirsten Hearn (Chair), Mark Blake, Toni Mallett, Liz Morris, Reg Rice and Viv Ross

**Co-optees/ Non Voting Members:** Ms Y. Denny (Church of England representative), Mr C. Ekeowa (Catholic Diocese representative), Mr L. Collier (Parent Governor) and Mr. K. Taye (Parent Governor)

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 - 8)**

To approve the minutes of the previous meeting.

#### **7. TERMS OF REFERENCE AND MEMBERSHIP (PAGES 9 - 42)**

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

#### **8. WORK PROGRAMME DEVELOPMENT (PAGES 43 - 54)**

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

#### **9. CABINET MEMBER QUESTIONS**

An opportunity to question the Cabinet Member for Children and Families, Councillor Elin Weston, on developments within her portfolio.

#### **10. EARLY HELP AND PREVENTION SERVICE, PERFORMANCE UPDATE.**

To report on the performance to date of the Early Help and Prevention Service.  
(TO FOLLOW)

**11. REVIEW ON DISPROPORTIONALITY WITHIN THE YOUTH JUSTICE SYSTEM**

To consider the role of Early Help in addressing disproportionality within the Youth Justice System.

**12. NEW ITEMS OF URGENT BUSINESS**

To consider any items admitted at item 3 above.

**13. DATES OF FUTURE MEETINGS**

- 6 October 2016;
- 19 December 2016; and
- 16 March 2017.

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Monday, 27 June 2016

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**MINUTES OF THE CHILDREN AND YOUNG PEOPLE'S SCRUTINY PANEL  
THURSDAY, 3 MARCH 2016**

Councillors: Kirsten Hearn (Chair), Mark Blake, Clive Carter, Toni Mallett, Liz Morris, Reg Rice and Charles Wright.

**CYPS32. 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.

**CYPS33. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr Taye and Ms Denny.

**CYPS34. ITEMS OF URGENT BUSINESS**

None.

**CYPS35. DECLARATIONS OF INTEREST**

Councillor Mallett stated that she was a governor of Broadwaters and Chair of its Community Services Committee. Councillor Wright stated that he was Chair of Governors at Highgate Wood School.

**CYPS36. DEPUTATIONS/ PETITIONS/ PRESENTATIONS/ QUESTIONS**

None.

**CYPS37. MINUTES**

**AGREED:**

That the minutes of the meeting of 1 February 2016 be approved.

**CYPS38. CABINET MEMBER QUESTIONS**

The Cabinet Member reported on issues arising from her portfolio. Amongst the issues raised were the following:

- The number of Looked After Children (LAC) was currently 410, which was the lowest that it had been for some considerable time. It had previously been over 600. The number of permanent staff had been increased and adoptions speeded up. The reduced numbers reflected the fact that better systems were now in place.
- All secondary schools, including special schools, were now rated as being either good or outstanding. For primary schools, this figure had increased to 92%.
- She had made a number of visits to front line areas of work, including safeguarding, early help and fostering and adoption. She had been particularly impressed by the quality of foster parents that she had met.

**MINUTES OF THE CHILDREN AND YOUNG PEOPLE'S SCRUTINY PANEL  
THURSDAY, 3 MARCH 2016**

- The most pressing challenge was the £1.7 million overspend. The service expected to spend around £55 million this year, which was down from the £60.3 million that it had been last year. Notwithstanding the overspend, this still represented a huge saving. The budget for the service had been £80 million four years ago and good performance was still being achieved despite the large reduction in budget.
- More placements with “home grown” foster carers needed to be found. All local authorities were finding this a challenge.
- It was necessary to reduce the number of social workers who were agency staff. The middle management structure was now in place so progress was being made.
- There was a need to plan and develop the 30 hours of free childcare for three year olds that was to be made available to working parents and this was a significant challenge for the Council.
- There were to be changes in the funding for schools, with the introduction of a new funding formula that was likely to move funding away from London to other parts of the country. At the same time, the Pupil Premium was also being reduced due to changes in how it was calculated.

In answer to a question, the Cabinet Member stated that a location for a Children’s Centre in the west of the borough had not yet been identified. A commissioning plan was being drawn up and work taking place with providers. In the meantime, Highgate Family Centre provided some services, as did Stonecroft and Northbank. It was hoped that the commissioning arrangements for the Centre in the west of the borough would be put in place as soon as possible.

In the remaining Children’s Centres, staffing had now been restructured, with some being assimilated and others taking voluntary redundancy. The services offered had changed to reflect the reduced resources and work had taken place with partners to address this. The changes would be communicated to residents shortly but most parents were probably already aware of the changes.

She stated that the 30 hours of free childcare for three year olds could not be implemented overnight and was proving a challenge for all local authorities. Progress had been made more difficult by the fact that the government had not yet stated how much funding that there would be for the scheme so providers who might be interested did not know how much they were likely to be paid. Providers would also need additional space to accommodate the demand and many were not currently in a position to do this. Discussions were taking place with providers, including schools, on how the new scheme could be progressed. It was not due to be implemented until September 2017 but some local authorities were implementing it from 2016 and it would be interesting to see what could be learnt from them. In order to benefit from the scheme, it was necessary for there to be two parents in work. It was likely that there were people not in work who needed the childcare even more but it was not possible to provide the same free service for them.

The savings that had been made to the budget in the past year had come from a number of areas, including looked after children placements, staffing, special

**MINUTES OF THE CHILDREN AND YOUNG PEOPLE'S SCRUTINY PANEL  
THURSDAY, 3 MARCH 2016**

educational needs, youth services and youth offending. Despite the need to reduce the budget, the demand for services remained and the service was under an obligation to provide many of these. In terms of future budgeting, it was necessary to estimate how many children might come into care in the future, as well as those who might no longer need support. Thresholds were also being looked at. However, not every eventuality could be planned for and it was also very difficult to anticipate accurately the level of demand. The placement of every single looked after child had been examined to see if savings could be made but this was not always possible. There was now a far better understanding of how the service spent its money though.

There were now more consistent thresholds for intervention. The work force had also been addressed and there were less interim and agency staff. These were mainly front line social workers rather than senior managers. Despite the considerable efforts that were being made to save money, there was an overriding responsibility on the service to ensure that children were safe. In addition, it had also been necessary to spend money to ensure that the service was assessed as adequate by OFSTED. Had this not been achieved, the Council could have lost control of relevant services and there would have also been serious financial implications. There was no wish to run the service at a deficit but circumstances were very difficult. She felt that the position of the service was appreciated corporately. Since the budget had been set, a considerable amount of detailed work had been undertaken to look at where money was spent and case loads, which would help to prepare the service well for the future.

In answer to a question, she stated that a lot of work was undertaken in schools to help prevent children and young people becoming involved with gangs. The Metropolitan Police had withdrawn Police officers from schools two years ago but Haringey had retained its officers, although they were now shared between two or more schools. They could play a role in helping to prevent young people becoming involved with gangs. In addition, the Council had youth practitioners. Work was also undertaken to tackle radicalisation in schools.

The Local Safeguarding Childrens Board (LSCB) had a training programme for people working with gangs. There was also an Integrated Gangs Unit (IGU). Youth practitioners worked with family support workers in Early Help where there was an indication of gang involvement. When children went missing from care, consideration was also given to any involvement with gangs. There was a need to ensure that information was shared better with the IGU and progress was being made with this. It was noted that young people who had been identified as being associated with gangs came off the list if there had been no offences for three years.

In terms of safety in parks, most young children who went to parks were accompanied by parents, carers or grandparents. Health and safety of play equipment was now much improved. Greater use of parks could help to ensure that they were safe. Police Safer Neighbourhood teams patrolled parks regularly and Friends groups were able to raise any issues of concern. It was noted that the Environment and Community Safety was undertaking a review on this issue and the Council's Licensing team had undertaken work with off licenses to address the issue of drinking in public open spaces.

In respect of the lessons that had been learnt from the ABCD case, the Cabinet Member reported that the correct formalities had not been followed by social workers and this had been taken on board. The issues had been mainly concerned with the

**MINUTES OF THE CHILDREN AND YOUNG PEOPLE'S SCRUTINY PANEL  
THURSDAY, 3 MARCH 2016**

following of due process and recording of actions. Since the case, a completely new protocol had been agreed by the LSCB.

A programme of holiday play schemes for children and young people was due to be circulated to schools shortly. The Council did not provide any of the schemes itself and commissioned only a limited number. In particular, it no longer provided the longer summer schemes.

In terms of Early Help, it was noted that the team had started work in October. It was agreed that a report would be made to the Panel in the summer on progress, based on information from data from the first six months of work.

She reported that the Council's contract with iMPower had finished on 30 October. It had been originally scheduled to end in March 2017 and estimated to cost £2 million. In August 2014, it was decided that the contract needed to be amended and, as a result of this, all of the work that it had been agreed would be done had been completed earlier. The total cost of the contract had been £1.53 million. The contract had helped the Council through a difficult period, which had included the inspection by OFSTED. They had assisted the Council in devising plans, which had since been taken forward. New staff had been brought in and, whilst iMPower's input had been felt to be very useful, it was considered that they were no longer needed. As part of their work, they had helped to identify potential areas for savings.

In respect of recruitment and retention of social workers, there were 211 established posts in the service. 60 of these were vacant, with 58 filled by agency staff, representing 28% of the workforce. There was ongoing recruitment of social workers and 47 staff had been taken on permanently since last April. 12 were currently undergoing pre-employment checks. There was now a specific recruitment and retention package for social workers, which was proving to be effective. The appointment of permanent managers had helped with this as staff now knew who they were likely to be working for. Some agency staff had also been persuaded to become permanent. Over £1.1 million had so far been saved by reducing the number of agency staff.

In answer to a question regarding academies, she stated that the main way in which the Council could influence them was by building good working relationships with them. The Council retained some direct powers, including responsibility for special educational needs children, but these were relatively few for academies that were working well. If schools were not working well, there were some formal powers to help bring about improvements. The government wished all schools to become academies and would take action to convert failing schools, which could be done without consulting parents. The Council would rather that local schools who had chosen to become academies provided support to other schools facing challenge rather than them being taken over by external sponsors. Schools and governing bodies had been briefed on the options open to them. It was not possible for the Council to act as a sponsor.

In respect of secondary school admissions, 77% of applicants for places had received their first choice whilst 93% had received one of their three choices. There were some boroughs where higher rates had been achieved but these had been where there were more free schools and where there were a lot of empty school places. The new Harris Academy had this year for the first time taken significant number of pupils. She



**MINUTES OF THE CHILDREN AND YOUNG PEOPLE'S SCRUTINY PANEL  
THURSDAY, 3 MARCH 2016**

felt that there was now a good balance between the number of applications and places in the borough. The Cabinet Member agreed to provide figures to the Panel for the number of pupils that there were within the Harris Academy. All of the school years were not yet full. In respect of the University Technical College (UTC), it was noted that they had recently notified the DfE that they would no longer act as a UTC. They were not taking any new pupils from September and it was not fully clear at the moment what would happen to the pupils that were already there. The indications were that it would act as a 6<sup>th</sup> form and that it would no longer take pupils from age 14. The UTC had not been successful but others had also not been successful.

**AGREED:**

1. That a report be made to the Panel in the summer outlining the progress that had been made to date by the Early Help service, based on performance data from the first 6 months of operation; and
2. That figures be provided for the Panel on the number of pupils that there currently were within the Harris Academy.

**CYPS39. CURRENT DEVELOPMENTS IN ADOPTION AND PERMANENCY**

Dominic Porter-Moore, the Head of Service, Children in Care and Placements, reported that the Munby judgement continued to impact on placement orders and adoption plans. It was now very difficult to get a Placement Order. Special Guardianship Orders were now being made increasingly on younger children than was originally envisaged. There were now more adopters than children requiring adoption. Specific work was being undertaken by the Council to persuade adopters to consider older children and those who were harder to place. Adoptions were also taking longer to go through Court as birth parents were increasingly being allowed to challenge orders. One positive development was that the government had now provided additional funding for post adoption therapeutic support.

It was noted that the Coram Adoption charity had undertaken an adoption diagnostic on Haringey in August 2015, which had identified a mixed picture. It highlighted some significant recent improvements in the number of children adopted but also identified areas for development. Avoidable delay was not found to be a prominent feature. However, work to respond to the findings had been overtaken by the regionalisation agenda.

Mr Porter-Moore reported that the Council's contract with NRS to improve the fostering process had not been as successful as anticipated. It had been negotiated in 2013/14 and had been found to be poorly constructed, with no effective oversight or clear targets. They had focussed attention primarily on the adoption of babies and young children. Disappointing outcomes had been delivered, which were very similar to those that had previously been achieved by the in-house team. Various options were being considered in response to this, including renewing the contract, re-tendering or setting up an in-house team.

He stated that the government was keen to promote the development of regional adoption agencies, who would undertake recruitment, matching and support functions. It was as yet not fully clear what the impact on Haringey would be but there was a risk of redundancies. However, fostering would no longer be inhibited by borough

**MINUTES OF THE CHILDREN AND YOUNG PEOPLE'S SCRUTINY PANEL  
THURSDAY, 3 MARCH 2016**

boundaries and it might also assist in increasing the range of therapeutic options available by freeing up resources. It was nevertheless possible that the anticipated improvements might not materialise. Information sharing protocols were already well established with other local authorities and adopters.

In terms of how the voice of the child was heard, software had now been developed to allow children to pass on their views via a Smartphone or a laptop. In addition, views were also received from Aspire, the Complaints and Representation Service and Guardians.

In answer to a question, Mr Porter-Moore stated that relationships between social workers and children had been improved by there being a larger base of permanent social workers. In the past, there had more frequently been changes of social worker which could prevent a good relationship being developed. Most foster carers were from black and ethnic minority communities and there had been success in finding ones from a wide range of communities. Work to develop stronger relationships with Moslem communities was being undertaken as the majority of unaccompanied children came from Moslem countries.

There was no formal monitoring of the success of adoptions but adopters often did not wish to have further involvement with the local authority. Adopters could nevertheless request further support if they felt that they could benefit from it. Research had shown that approximately 3 out of 100 adoptions were disrupted. Mr Porter-Moore agreed to provide the Panel with data on the number of disruptions that there had been involving Haringey children in the last five years.

In answer to a question, he stated that Special Guardianship Orders were intended for older children than many of those that were currently subject to them. They could work very well as they enabled children to remain within the family but there had been an increase in cases where the Council was forced to intervene.

He reported that there was a wide range of adopters, including same sex couples. However, there were currently no adopters with disabilities although this would not prevent them being considered.

In answer to a question, he reported that it was normally the Courts who directed birth parents to give up their children. Although they were encouraged to seek support, they were very unlikely to approach the local authority for this. Regionalisation could assist with this as it would be different body to the one that had sought the order from the Court. There were currently 6 cases in Haringey where children were being considered for adoption and their birth parents had previously had other children removed from their care. If the new child came in quick succession after the previous child, the Court could decide to remove it. If there was a gap, it was not automatic and the local authority would have to provide a case.

**AGREED:**

That the Head of Service, Children in Care and Placements be requested to provide the Panel with data on the number of adoptions of Haringey children that had been disrupted in the past five years.

**MINUTES OF THE CHILDREN AND YOUNG PEOPLE'S SCRUTINY PANEL  
THURSDAY, 3 MARCH 2016**

**CYPS40. PANEL PROJECT ON YOUTH TRANSITION - FINDINGS PART TWO,  
CONCLUSIONS AND RECOMMENDATIONS**

The Panel commented that the current issues in respect of Tottenham UTC had strengthened the need for the Council to take a lead in respect of the development of post 16 options. The Director of Children's Services commented that the Council was trying to provide leadership by looking at how it could broker relationships. In particular, consideration was being given to developing collaboration between the College of North East London, Haringey Sixth Form Centre and Highgate School. In terms of the UTC, the model was flawed but was not one designed by the local authority. If children were happy at their school, they were unlikely to want to change at the age of 14. However, the UTC building could provide an opportunity to develop provision in Tottenham.

He stated that it was important that the area was promoted in a positive way. Mentors could play an important role in developing ambitions and expectations which, for some young people from Tottenham, could be low. The Post 16 offer had to be good and encourage ambition. In terms of vocational options, these needed to fulfil the needs of employers. There was also work to be done to ensure that more young people left school with GCSE English and Maths.

**AGREED:**

1. That a specific target be set for narrowing the gap in the percentage of young people entering the top or Russell Group universities between the borough's two parliamentary constituencies;
2. That a further report be submitted to the Children and Young People's Scrutiny Panel on progress with the development of post 16 provision within the borough in autumn 2016;
3. That the Panel expresses its support to the proposals:
  - a. to commission a detailed survey on the perceptions of young people on the options open to them; and
  - b. to arrange a Haringey wide careers event, subject to this being suitably publicised and located in an accessible venue in order to ensure a good level of attendance.
4. That work be undertaken to develop a means of monitoring the attainment of young people that is based on residence in the borough rather than attendance at in-borough post 16 provision;
5. That further work be undertaken to develop effective monitoring of progress in respect of the take up and success rate of apprenticeships and that performance in respect of these be given a higher priority as a key Corporate Plan performance indicator;
6. That a suitably ambitious target for the increase in the number of apprenticeships for 16-18 year olds by 2018 be set, with consideration given to this being to reach the same number of take-ups that was achieved in 2010-11.

**MINUTES OF THE CHILDREN AND YOUNG PEOPLE'S SCRUTINY PANEL  
THURSDAY, 3 MARCH 2016**

7. That the Council take a lead role in developing a strategic borough wide plan for young people to develop and pursue their career aspirations that focuses on improving the range of options and addresses the areas where demand for labour is high and training provision is limited locally.
8. That measures be taken to provide greater challenge to schools on their performance in respect of the number of NEETs and not knowns originating from them where data shows performance falling below expectations.
9. That the proposal to introduce a kite mark for good quality independent advice and guidance on careers be supported.
10. That, in respect of their role as corporate parents, specific guidance be provided for all Members on how independent careers advice should be provided for looked after children.

**CYPS41. WORK PROGRAMME UPDATE**

**AGREED:**

That the work plan for the Panel be noted.

**Clr Kirsten Hearn  
Chair**

**Report for:** Children and Young People's Scrutiny Panel, 5 July 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

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**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.

**Appendix A**

**(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).

**Appendix A**

**(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.

**Appendix A**

**PART THREE – RESPONSIBILITY FOR FUNCTIONS**

**SECTION B**

Last updated 14 May 2015

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**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

**Appendix A**

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.

**Appendix A**

**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.



**Appendix A**

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

Last updated 21 July 2014

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**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.

**Appendix A**

- (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

**Appendix A**

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.

**Appendix A**

- 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.

**Appendix A**

**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.

**Appendix A**

**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

**Appendix A**

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

**Appendix A**

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



**Appendix A**

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:

**Appendix A**

- (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,

**Appendix A**

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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## **Appendix B**

### **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;<sup>1</sup>
  - (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;<sup>2</sup>

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<sup>1</sup> Section 19 of the Police and Justice Act 2006

<sup>2</sup> Section 121 of the Local Government and Public Involvement in Health Act 2007

**Appendix B**

- (vii) Give notice to a relevant partner authority that they must have regard to scrutiny reports and recommendations on any local improvement targets.<sup>3</sup>
- 3.3 Scrutiny recommendations shall be responded to by the appropriate body within 2 months of receiving the recommendations.<sup>4</sup> Where a response is requested from NHS-funded bodies, the response shall be made within 28 days.<sup>5</sup>
- 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.

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

<sup>4</sup> Ibid section 122 (21B)

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

**Appendix B**

- 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.

## **Appendix B**

### **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;"><b>Overview &amp; Scrutiny Committee</b></p>  <p style="text-align: center;"><b>Cllr Charles Wright, Chair</b></p> <p><b>Membership:</b></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 &amp; commercial partnerships; Corporate governance; Shared Service Centre; Council HR &amp; 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,<br>Cabinet Member for<br>Economic Development,<br>Social Inclusion and<br>Sustainability |
| <p data-bbox="309 405 544 475"><b>Adults &amp; Health Scrutiny Panel</b></p>  <p data-bbox="219 719 595 751"><b>Cllr Pippa Connor, Chair</b></p> <p data-bbox="219 794 421 826"><b>Membership:</b></p> <p data-bbox="219 868 629 1043">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,<br>Cabinet Member for Finance<br>and Health  |
|  | Tackling unemployment and worklessness; Adult learning and skills  |    | Cllr Joe Goldberg,<br>Cabinet Member for<br>Economic Development,<br>Social Inclusion and<br>Sustainability |
| <p data-bbox="230 1128 618 1198"><b>Children &amp; Young People Scrutiny Panel</b></p>  <p data-bbox="219 1442 595 1474"><b>Cllr Kirsten Hearn, Chair</b></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<br>Member for Children and<br>Families  |

| Scrutiny Body   | Areas of Responsibility  | Cabinet Links  |   |
|---|--|--|---|
| <p><b>Membership:</b></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><b>Environment &amp; Community Safety Scrutiny Panel</b></p>  <p><b>Cllr Makbule Gunes, Chair</b></p> <p><b>Membership:</b></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"><b>Housing &amp; Regeneration Scrutiny Panel</b></p>  <p data-bbox="226 491 607 523"><b>Cllr Emine Ibrahim, Chair</b></p> <p data-bbox="226 564 421 596"><b>Membership:</b></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="656 140 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="656 399 1341 467">Regeneration in Wood Green; Sustainability and carbon reduction</p>  |  | <p data-bbox="1644 399 1995 579">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:** Children and Young People's Scrutiny Panel, 5 July 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](mailto: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, 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.

**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.

**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.

**5. 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 Dis-proportionality 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 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.

### **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.

## **6. 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.

## **7. 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.

## **8. Use of Appendices**

**Appendix A** – Draft Work Plan 2016-17

## **9. Local Government (Access to Information) Act 1985**

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## Children and Young People’s Scrutiny Panel

### Work Plan 2016-17

| <p><b>1. Scrutiny review projects;</b> 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. Should there not be sufficient capacity to cover all of these issues through in-depth pieces of work, they could instead be addressed through a “one-off” item at a scheduled meeting of the Panel. Both of these issues will be subject to further development and scoping.</p> |   |          |
|---|---|----------|
| Project   | Comments  | Priority |
| <b>How child friendly is Haringey?</b>  | <p>It is proposed that the Panel look in depth at how Haringey could be made into a “child friendly” borough. This would include the considering what would constitute a child friendly borough and what actions would be required by the Council and its partners to achieve such a goal. Approaches taken by other local authorities who have undertaken similar initiatives have involved focussing upon ensuring that children know about their rights, can access services when they need them and help to design, implement and evaluate services designed for them. This review would link to the corporate priorities that promote “the best start in life” and “high achievement for all.”</p> <p>The review could draw on the experience of other local authorities who have done work in this area, such as Bristol and Leeds.</p> | 1        |
| <b>Refugee children</b>   | <p>It is proposed that the Panel undertake a short review on Haringey’s response to the new role of local authorities in supporting refugee and asylum seeker children and, in particular, the new regionalised structure for this.</p>   | 2        |

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.

| Date of meeting              | Potential Items   |
|------------------------------|---|
| <p><b>5 July 2016</b></p>    | <ul style="list-style-type: none"> <li>• Cabinet Member Questions</li> <li>• Early Help – Performance etc for the first six months; To include:               <ul style="list-style-type: none"> <li>○ An explanation of the aims of the service and how it works;</li> <li>○ Opportunities, threats etc; and</li> <li>○ The role of the service in the achievement of budget reductions.</li> </ul> </li> <li>• Review on Disproportionality within the Youth Justice System; To gather evidence on the role of Early Help in addressing disproportionality within the Youth Justice System (question and answer session)</li> <li>• Work Planning. To agree the work plan for the Panel for this year.</li> </ul> |
| <p><b>6 October 2016</b></p> | <ul style="list-style-type: none"> <li>• Children’s Centres; To report on the impact of closures.</li> <li>• Child Obesity; To report on progress with action to address child obesity.</li> <li>• Getting to Good; Update on Response to OFSTED Inspection of 2014 on Children in Need of Help and Protection, Looked After Children and Care Leavers.</li> <li>• Early Years:</li> </ul>  |



|                         |  |
|-------------------------|--|
|                         | <ul style="list-style-type: none"> <li>○ To consider progress with the implementation of the recommendations of the scrutiny review on the two year old early entitlement;</li> <li>○ To report on progress with arrangements for the implementation of the three year old early entitlement.</li> </ul>   |
| <b>19 December 2016</b> | <ul style="list-style-type: none"> <li>● Cabinet Member Questions</li> <li>● Child Safeguarding and preventing violence against the child; To report on progress</li> <li>● Update on Progress with Response to OFSTED Inspection on the Effectiveness of the Local Safeguarding Children Board.</li> <li>● Educational Attainment Performance; To report on educational attainment and performance for different groups, including children with SENDs. Data on performance broken down into different groups, including children with SENDs, as well as ethnicity, age, household income etc. To include reference to any under achieving groups.</li> <li>● Development of 6th Form Provision; To report on the further development of 6th form provision within the Borough</li> </ul> |
| <b>16 March 2017</b>    | <ul style="list-style-type: none"> <li>● Scrutiny Review on Youth Transition; To report on progress with the implementation of the recommendations of the scrutiny review on Youth Transition.</li> </ul>  |

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