

NOTICE OF MEETING

HOUSING AND REGENERATION SCRUTINY PANEL

**Thursday, 22nd June, 2017, 6.30 pm - Civic Centre, High Road,
Wood Green, N22 8LE**

Members: Councillors Emine Ibrahim (Chair), John Bevan, Zena Brabazon,
Gail Engert, Jennifer Mann, Martin Newton and Ann Waters

Quorum: 3

1. FILMING AT MEETINGS

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

2. APOLOGIES FOR ABSENCE

3. URGENT BUSINESS

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

4. DECLARATIONS OF INTEREST

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

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

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

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

5. DEPUTATIONS/PETITIONS/PRESENTATIONS/QUESTIONS

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

6. MINUTES - 6 FEBRUARY 2017 (PAGES 1 - 12)

To approve the minutes of the meeting held on 6 February 2017.

7. MINUTES - 7 MARCH 2017

To note that the minutes of the meeting held on 7 March 2017 will be reported to the next meeting.

8. TERMS OF REFERENCE AND MEMBERSHIP (PAGES 13 - 42)

To note the terms of reference and membership for the Housing and Regeneration Scrutiny Panel.

9. HOMELESSNESS - SUPPLY AND DEMAND UPDATE

To receive a presentation from:

- Denise Gandy, Director of Housing Demand, Homes for Haringey
- Alan Benson, Housing Strategy and Commissioning Manager, Haringey Council
- William Shanks, Corporate Delivery Unit, Haringey Council

10. CABINET MEMBER FOR HOUSING, REGENERATION AND PLANNING - QUESTIONS

An opportunity to question Councillor Alan Strickland, Cabinet Member for Housing, Regeneration and Planning, on his portfolio.

11. SCRUTINY WORK PROGRAMME DEVELOPMENT 2017/18 (PAGES 43 - 52)

This report sets out how the foundations will be laid for targeted, inclusive and timely work on issues of local importance where scrutiny can add value.

12. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at item 3 above.

13. DATES OF FUTURE MEETINGS

To note the dates of future Panel meetings:

- 2 October 2017
- 7 November 2017
- 19 December 2017
- 13 March 2018

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

Wednesday, 14 June 2017

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**MINUTES OF THE MEETING OF THE HOUSING AND REGENERATION SCRUTINY
PANEL HELD ON MONDAY, 6TH FEBRUARY, 2017, 6.35 - 10.10 pm**

PRESENT:

Councillors: Emine Ibrahim (Chair), John Bevan, Martin Newton and Zena Brabazon

ALSO PRESENT:

Councillor: Joe Goldberg, Cabinet Member for Economic Development, Social Inclusion and Sustainability

13. 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.

14. APOLOGIES FOR ABSENCE

It was noted that apologies for absence had been received from Cllr Gail Engert, Cllr Tim Gallagher and Cllr Stuart McNamara.

15. URGENT BUSINESS

None.

16. DECLARATIONS OF INTEREST

None.

17. DEPUTATIONS/PETITIONS/PRESENTATIONS/QUESTIONS

None.

18. MINUTES

As outlined in section 8.6 of the minutes from 14 December 2016, it was noted that the Managing Director of Homes for Haringey needed to provide an update to the Panel, on issues raised relating to Move 51° North.

AGREED: That the minutes of the meeting held on 14 December 2016 be approved as a correct record.

19. CABINET MEMBER Q&A

The Chair welcomed Councillor Goldberg, Cabinet Member for Economic Development, Social Inclusion and Sustainability, to the meeting.

In view of the Panel's terms of reference, Councillor Goldberg provided an update on his responsibilities relating to Wood Green Regeneration; Sustainability; and Carbon Reduction.

The following points were discussed:

- The work that was taking place to establish a District Energy Network (DEN) for the North Tottenham area to support regeneration, and to commence a procurement process to procure contractor/s to design, construct, operate and maintain the DEN infrastructure, as well as perform billing and metering of customers. It was agreed it was important to keep ward councillors informed of developments in this area.
- Issues in relation to the proposed Haringey Development Vehicle, including consideration of Council-owned sites in Wood Green (Civic Centre, Library, Station Road) identified as part of phase one.
- The Investment Framework for Wood Green (commissioned in October 2014) that aimed to return Wood Green to one of London's top metropolitan town centres. It was noted that alongside the Investment Framework an Area Action Plan would be prepared in parallel. The Panel was informed this would update the planning policy framework and give statutory weight to the spatial development option progressed for the Wood Green area. It was noted this would follow the same process as the Tottenham Area Action Plan.
- The Panel expressed a view that it was essential to address the issue of the travellers site, in order to achieve the maximum value from the current Civic Centre site. Officers advised that the Council was obliged to re-house any residents in the event that the travellers site were closed, and that the cost of this needed to be taken into consideration against the value that would be added to the Civic Centre site by doing so. It was confirmed that a crossdepartmental group was currently working on the issues around the travellers site at present, including a needs assessment; the outcome of a current legal challenge to the proposed change in the Government definition of travellers was awaited and the impact of this would then be considered.

The Panel was advised that as part of commitments to bring new activities, cultural events and entertainment to Wood Green, the Council had launched a dedicated project to bring vacant land, a car park and buildings in Station Road back to life with funding secured from the GLA to deliver: Creative workspaces; Food and drink events, Art exhibition spaces; and Better evening activities.

The Panel was informed that the first part of this project to be developed was the Green Rooms Art Hotel at 13-27 Station Road which opened in June 2016. In addition, the Council had been working to develop underused offices at 40 Cumberland Road into additional work spaces and studios for local businesses which would open during 2017.

In response to questions, Cllr Goldberg agreed to provide members of the Panel with further information concerning the types of rent and the support that was available to

the Green Rooms Art Hotel, and local businesses using accommodation at 40 Cumberland Road.

During the discussion it was noted there were no BIDs in Haringey. However, the Panel was informed that there was an expectation that Haringey would support and promote the development of BIDs in partnership with local businesses. It was noted that Haringey had commissioned a feasibility study for Wood Green in 2016 – the outcomes had been positive with over 100 businesses responding to surveys and with 67% of businesses interviewed saying a BID would be a good idea. The Panel was informed that in February 2017 Haringey would appoint a specialist consultant to support the development of a BID in Wood Green.

The Panel was advised that as part of the appointment, the BID consultant would deliver a number of projects to demonstrate to businesses how a BID may be able to improve the trading environment.

AGREED: That the update from the Cabinet Member for Economic Development, Social Inclusion and Sustainability be noted.

20. SELECTIVE LICENSING UPDATE

Eubert Malcolm, Head of Community Safety and Enforcement, and Steve Russell, Head of Private Sector Housing, provided an update on additional, mandatory and selective licensing.

The Panel was informed that:

- Mandatory licensing (outlined in Part 2 of the 2004 Housing Act) was initially intended to apply only to larger, higher risk, HMOs of 3 or more storeys occupied by 5 or more people, forming two or more households. It was noted that Haringey had licensed 429 HMOs.
- The Housing Act 2004 had also introduced discretionary licensing:
 - o Additional Licensing – to cover HMOs outside of Mandatory Licensing
 - o Selective Licensing – to cover all other private sector dwellings (with some exemptions).
- Haringey had introduced two additional licensing schemes:
 - o Harringay Ward, although it was noted this was no longer active
 - o The Tottenham Scheme. covering all, or in part: Northumberland Park, Bruce Grove, Tottenham Hale and Tottenham Green and Seven Sisters.
- 1174 properties had been licensed in total, with 750 relating to additional schemes.

Mr Malcolm explained that a consultation paper had been issued in November 2016, concerning an extension to mandatory licensing. The Panel was informed that, following responses, the Government had decided:

- Mandatory licensing should cover all relevant HMOs, regardless of the number of storeys.
- Mandatory licensing should be extended to include all flats in multiple occupation above and below business premises.
- A new minimum HMO room size would be proposed for properties that had been licensed under a mandatory HMO or additional licensing scheme.
- To introduce new mandatory licence conditions relating to the disposal of household waste and an automatic 50% licence fee discount for certain purpose built student accommodation blocks.

Despite 81% of respondents being in favour, the Panel was informed that the Government had disagreed that poorly converted blocks of flats should form part of mandatory licensing.

In terms of selective licensing, the Panel was advised that changes to legislation, in April 2015, had meant that local authorities were required to obtain confirmation from the Secretary of State for any selective licensing schemes covering more than 20% of the geographic area or affecting more than 20% of private rented properties.

Mr Malcolm explained that the evidence base for any selective licensing scheme would need to demonstrate:

- An area was experiencing a significant and persistent problem caused by anti-social behaviour.
- Low demand housing
- That some or all of the private sector landlords were failing to take appropriate action to combat the problem

In addition, and as set out in “*Selective licensing in the private rented sector – A guide for local authorities*” (DCLS March 2015), it was noted that since April 2015 conditions had been extended to include one or more of the following: Areas that have a high proportion of PSH; Poor property conditions; High levels of migration (including within a country); High levels of deprivation; High levels of crime.

It was noted that the evidence base for any scheme needed to be robust and in place before consultation. The following points were considered:

- The importance of local authorities identifying the objective(s) that a scheme would help to achieve and how.
- The importance of considering other courses of action available.
- The importance of any scheme being consistent with overall Housing Strategy.

- The need to ensure any scheme was part of a co-ordinated approach when dealing with homelessness, empty properties, ASB etc.
- The need to consider any potential negative economic impact.
- The need to show how partners were working in the designated area to combat ASB, deprivation etc.

Mr Malcolm concluded his presentation by providing an update on the Housing and Planning Act 2016 Consultation on Banning Orders. The following issues were discussed: Civil penalties; The extension of rent payment orders following additional convictions; The national rogue landlord database; Banning orders and management orders.

Moving forwards, it was noted the council would: Keep an eye on the extension of mandatory licensing; Revisit the impact of the Housing and Planning Act 2016; Continue to work on the additional licensing scheme in Tottenham; Determine a way forward in relation to selective licensing.

The Chair advised that this was Mr Russell's last meeting as he was leaving the Council's service. On behalf of the Panel the Chair placed on record her thanks to Mr Russell for all of his efforts in managing the Private Sector Housing Team.

AGREED:

- (a) That the verbal update on additional, mandatory and selective licensing be noted.
- (b) That an update on selective licensing be considered by the Housing and Regeneration Scrutiny Panel in October 2017.

21. SUPPORTED HOUSING REVIEW

Dan Hawthorn, Assistant Director for Regeneration, provided an overview of the activities and findings of the Supported Housing Review and the steps that would be required to take the project to its completion.

Gill Taylor, Project Manager (Supported Housing Review), provided further information via a presentation. The Panel was informed that supported housing was funded by two council departments, Housing and Social Care, and it was noted it was a preventative provision designed to reduce homelessness and social exclusion and address social care needs.

Ms Taylor explained:

- The Supported Housing Review had commenced in January 2016 as a joint project between Adults and Housing.
- The Review had been a project under Priority 5 of the Corporate Plan with clear links to Priorities 1 and 2.

- The purpose of the review was to consider supply and demand, and the efficacy of support models and built environments for a range of client groups and service types.
- Work in this area would complement and contribute to the Housing Strategy, Homelessness Delivery Plan and planned changes to aids and adaptations and day opportunities.
- Phase 2 of the project concluded with the finalisation of an in-depth needs and gaps analysis report.
- Phase 3 had seen a range of options generated with evidence gathering activities based around the identified gaps in provision.
- Phase 4 would see the project to its conclusion by approval of its final recommendations, some of which required Cabinet approval (in March 2017).

During the discussion it was recognised, following the general election in 2015, that major changes in national housing, planning and welfare policy had been introduced. It was explained that this context had been recognised and a framework developed that sought to find relevant solutions amidst a changing housing and welfare landscape that had a significant impact on key strategic priorities.

In terms of findings, Ms Taylor explained that the Supported Housing Review had undertaken an in depth needs and gaps analysis, including a range of quantitative research activities, including but not limited to: population analysis, voids and utilisation performance, financial modelling, cross-borough benchmarking and performance monitoring analysis. It was noted that the aim of this was to create a baseline of numerical data about vulnerable individuals and services to compare the availability, quality and success of services for different groups.

The Panel was informed that the review had prioritised engaging with a wide range of stakeholders. It was noted that the experiences, needs and insights of vulnerable residents and specialist staff had been central to the review's findings. Elected members had also been engaged in the review via regular meetings, including the Panel's Scrutiny in a Day session on older people and a dedicated Members working Group.

In response to questions, Ms Taylor highlighted that a number of universal issues and priorities had emerged from the review, including:

- Supported housing was highlighted as a cost effective resource that reduced and managed demand on a range of other acute and reactive housing and social care provision.
- Despite the preventative intention of housing related support, it was clear that most people who accessed supported housing did so after a period of crisis rather than to prevent one.

- Many of the supported housing delivery models that were in place had not changed for a long period of time and were no longer in line with best practice or the current or projected needs of vulnerable Haringey residents. This had resulted in an imbalance between the amount and type of housing support available and what was actually needed.
- Aspirations for vulnerable people in supported housing was felt to be low, with limited options for increasing independence and inclusion and high rates of eviction, abandonment and repeat stays in supported housing for some client groups.
- A lack of integration between housing support and social care services and strategies had led to inefficient use of resources both human and financial, with clear opportunities to find savings through improved practice.

As well as the universal findings, the Panel was informed that four client groups had emerged as priorities. It was noted that data intelligence and insights from service users and stakeholders had identified a need to modernise, rebalance and strengthen the Council's housing support offer to the following groups as a priority: Older People; Young People; Learning Disabilities; and Mental Health. Ms Taylor informed the Panel of the needs and gaps for each group, as outlined in section 4.18 of the report.

In response to questions, and in view of the issues outlined above, Ms Taylor explained that it was proposed that a Housing Support Transformation Framework would be developed. It was noted that this would act as a driver for change in housing support commissioned by all areas of the Council. The Panel was informed that the framework would provide a set of underpinning principles and delivery recommendations to address issues and opportunities identified by the Supported Housing Review.

The Panel was informed that the proposed principles, set out in section 4.19 of the report, would be based on the following: Cross-cutting prevention; Community Inclusion; Integrating Support and Care; and Commissioning for the Future.

It was noted that the final recommendations of the Supported Housing Review would be considered by Cabinet in March 2017. The Panel was informed that once agreed, the principles above would guide the design and delivery of a refreshed housing support offer, initially for the four priority groups but moving forward these would also underpin commissioning for other relevant client groups.

To ensure supported housing tenants were informed, involved and assured of the Council's commitment to meeting their needs, Ms Taylor concluded her presentation by informing the Panel that a Supported Housing Tenants Charter would be produced alongside the final recommendations.

Following the presentation, the Panel gave feedback that much of the change recommended for supported housing was obvious and overdue, with much of the discussion focussing on improving working practices in supporting older people. The Panel was also keen that sheltered housing tenants should be actively involved in shaping any changes to their service.

AGREED:

- (a) That the activities and findings of the Supported Housing Review be noted.
- (b) That the Panel's comments, highlighted in the minutes above, be included in the Housing Support Transformation report to Cabinet in March 2017.

22. TOTTENHAM AND WOOD GREEN REGENERATION PROGRAMMES

Helen Fisher, Programme Director, Tottenham Regeneration, introduced the report as set out, providing an update on: The Tottenham and Wood Green Regeneration Programmes; Lessons learned from the (more advanced) Tottenham programme that could be applied to the Wood Green programme; Area Action Plan development and consultation; Supplementary strategies; Consultation (statutory and non-statutory); Communications; Stakeholder engagement; Socio-economic regeneration (the People Priority); High Streets; and Programme management.

Ms Fisher advised that a Regeneration, Planning and Development restructure proposal had been consulted on with officers between December to January 2017. It was noted that the proposal was to bring all regeneration activity together under one Director. The Panel was informed that the proposal would result in resources such as communications and programme management being shared to enable a greater exchange of best practice

In response to questions, the Panel was informed that:

- The sale of Apex House to Grainger Plc was completed in late 2016 and construction work was due to start on site by Spring 2017.
- In November 2015 Cabinet had agreed to make a compulsory purchase order (CPO) to assist in assembling land needed to implement the Wards Corner development as part of the regeneration vision for Seven Sisters and Tottenham. The Panel was informed that the council had received formal notification from the National Planning and Casework Unit in December 2016 advising that the Secretary of State for Communities and Local Government had decided to hold a public local inquiry into the CPO. It was noted that the next stage for the council was to submit its Statement of Case to the Secretary of State and to each remaining objector.

In terms of communications, the information set out in section 6 of the report was noted. The Panel agreed it was important to reach all residents by ensuring effective use of accessible communications formats. It was noted that the following lessons had been learned:

- The importance of having a dedicated resource for communications which enabled regular, timely and targeted communications.
- Clarification of core communication messages supported by a communications strategy and plan.

- The importance of regular, transparent updates making use of a robust website and face to face communications; and
- Enhancing the use of social media and embracing this as an evolving and vital communication channel.

During discussion a number of issues were considered, including:

- Ongoing maintenance issues concerning West Green Road's Pocket Park and the Morrison Yard site on the High Road, Tottenham.
- An update on the N17 Design Studio partnership between Haringey Council, John McAslan and Partners, and the College of Haringey, Enfield and North East London, as outlined in section 9.6 of the report.
- Various issues concerning the funding and investment package for Tottenham, as outlined in section 2 of the report.
- The fact that the Council had held an annual Tottenham conference in July, and had published an annual update to the Tottenham Delivery Plan.
- Issues concerning the Leader of the Council's decision (November 2016) to grant a 99 year lease to Tottenham Hotspur Football Club for their outside broadcast facilities.
- The role of the Tottenham Landowners and Major Businesses Group.
- The work of the of the Wood Green Business Forum, formed in July 2015, including the development of a "Love Wood Green, Shop Wood Green" brand for Wood Green events.

AGREED: That the update on the Tottenham and Wood Green Regeneration Programmes be noted.

23. SUPPORT TO DISTRICT HIGH STREETS

Vicky Clark, Head of Economic Development and Growth, and Suzanne Johnson, Head of Area Regeneration (Tottenham Green, Bruce Gove and Seven Sisters), provided an update on work that had been carried out by the regeneration and economic development teams to support local (District) High Streets. It was noted that work to support high streets comprised of two key components:

- On-going business engagement work to encourage and support high street traders groups
- Physical/enhancement works.

In terms of business engagement and support, the Panel was informed that the High Streets and small business sector were important for meeting Haringey's corporate

growth priorities and for contributing to the well-being of the borough in the form of employment and community cohesion. Ms Clark explained that, as there was not a borough-wide Chamber of Commerce, it was imperative that the Council undertook engagement and outreach work to sustain and encourage growth.

Ms Clark advised that the council worked directly with the existing High Street business fora of the Wood Green Business Forum, Green Lane Traders Association and Tottenham Traders Partnership. It was noted that many of the traders groups formed when faced with a specific issue such as crime or car parking and would fade away when the matter had been resolved. For example, in 2016, the Council provided co-ordinated support to the traders of Wightman Road who had been affected by road works.

In response to further questions, Ms Clark advised that traders in Hornsey High Road were looking to form a business group whereas those in Muswell Hill and Myddleton Road were established and focused on organising their own local events without much involvement from the Council.

During the discussion a number of issues were considered, including:

- The impending diminution of the Rate Support Grant
- The Council's Business Rates Relief Policy.
- The support provided by the Council in relation to Small Business Saturday – a national campaign that takes place on the first Saturday in December.
- The regular meetings held between the Council's Chief Executive and the Haringey Business Alliance – an umbrella group representing the business fora and traders groups across the borough.

It was acknowledged that winning the trust and cooperation of High Streets and small businesses through business engagement and outreach work was a slow and laborious process. However, it was noted that recent engagement / interceding activities had resulted in increased footfall in the High Streets, thereby improving the financial and employment sustainability of the businesses and further investments from the businesses in the local area.

Ms Clark concluded by informing the Panel that business groups were also provided with proactive support from the Council to undertake specific streetscape improvement works.

The Panel considered the tables on pages 41-43 of the agenda. This information summarised schemes that were being implemented and those enhancements that had been completed over the last decade. It was also noted that Myddleton Road had been voted the London winner in the Great British High Street of the Year Awards (2016).

AGREED: That the work being undertaken to support local (District) High Streets across the borough be noted.

24. LONG MEETING

Before consideration of the Work Programme Update, the Panel considered whether to adjourn the meeting at 10.00pm or continue to enable further consideration of the case in hand.

The Panel **AGREED** to suspend standing orders (Part 4, Section B, Committee Procedure Rules 18) to continue the meeting beyond 10.00pm.

25. WORK PROGRAMME UPDATE

Christian Scade, Principal Scrutiny Officer, provided an update on the proposed work programme for the remainder of the 2016/17 municipal year.

During discussion, the Panel was informed that the terms of reference for scrutiny (stage 2) of the Haringey Development Vehicle would be confirmed by the Overview and Scrutiny Committee before the end of March. With this in mind, the Panel agreed evidence gathering should be completed before Easter and that the terms of reference, for this task and finish project, should include the following:

- To establish and provide recommendations on the feasibility of the proposed joint venture model of council tenants being re-housed on rent matching that of an equivalent council property and on the same terms, either on the estate or elsewhere in the borough, according to their choice;
- To establish and provide evidence and recommendations on whether the HDV can deliver a tenancy and evictions policy which protects vulnerable tenants in the same way as council tenancies do;
- To establish and provide recommendations on whether overcrowded tenants can be offered a replacement property of a size that meets their needs;
- To further establish and provide recommendations on whether the financial arrangements of the proposed HDV adequately protect the Council's interest;
- To consider the impact of the HDV on the Council's Commercial Portfolio, including the impact on current businesses and those who work in them;
- To consider the impact of the HDV on Metropolitan Open Land;
- To consider the equalities impact of the HDV;
- To further establish the risks of the venture and make recommendations on whether these risks can be adequately mitigated.

AGREED: That, subject to the additions and comments above concerning scrutiny of the Haringey Development Vehicle, the areas of inquiry outlined in Appendix A of the Work Programme Update be approved and recommended for endorsement by the Overview and Scrutiny Committee.

26. NEW ITEMS OF URGENT BUSINESS

None.

27. DATES OF FUTURE MEETINGS

The Chair referred Members present to item 14 as shown on the agenda in respect of future meeting dates, and Members noted the information contained therein'.

CHAIR: Councillor Emine Ibrahim

Signed by Chair

Date

Report for: Housing and Regeneration Scrutiny Panel, 22nd June 2017

Title: Terms of Reference and Membership

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

Lead Officer: Christian Scade, Principal Scrutiny Officer,
Tel: 020 8489 2933, Email: christian.scade@haringey.gov.uk

Ward(s) affected: N/A

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

1. Describe the issue under consideration

- 1.1 On 13th June 2017 the Overview and Scrutiny Committee appointed four Scrutiny Panels for 2017/18.
- 1.2 The Housing and Regeneration Scrutiny Panel is asked to note the Scrutiny Panels established, set out in Appendix C.

2. Recommendations

- 2.1 The Panel is asked to:
- (a) Note the terms of reference (Appendix A) and Protocol (Appendix B) for the Overview and Scrutiny Committee.
- (b) Note the terms of reference/policy areas and membership for each Scrutiny Panel for 2017/18 (Appendix C)

3. Reasons for decision

- 3.1 This report is for information. The terms of reference and membership for Overview and Scrutiny is confirmed at the first Overview and Scrutiny Committee meeting of each municipal year.

4. Overview and Scrutiny Committee

- 4.1 As agreed by Annual Council on 22 May, the membership of the Overview and Scrutiny Committee for 2017/18 is:
Cllr Charles Wright (Chair);
Cllr Pippa Connor (Vice-Chair);
Cllr Tim Gallagher;
Cllr Kirsten Hearn; and
Cllr Emine Ibrahim.
- 4.2 The Committee shall also include statutory education representatives, who shall have voting rights solely on education matters.

4.3 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.

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

5. Scrutiny Panels

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

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

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

5.3 The membership for the four Scrutiny Panels for 2017/18 is listed below.

Scrutiny Panel	Membership
Adults and Health	Cllrs Connor (Chair), Adamou, Beacham, Berryman, Griffith, Mitchell, Ozbek
Children and Young People	Cllrs Hearn (Chair), M Blake, Elliott, Mallett, Morris, Rice, plus the statutory education representatives of OSC
Environment and Community Safety	Cllrs Gallagher (Chair), B Blake, Carter, Gunes, Hare, Jogee, Stennett
Housing and Regeneration	Cllr Ibrahim (Chair), Bevan, Brabazon, Engert, J Mann, Newton, Waters
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.	

5.4 In view of the changes to Cabinet Member Portfolios, noted by Council on 22 May, the policy areas to be covered by the four existing Scrutiny Panels have been updated. This information, together with the relevant Portfolio holders for each scrutiny body, is attached at Appendix C.

6. Contribution to strategic outcomes

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

7. Statutory Officers Comments

Finance and Procurement

7.1 There are no direct financial implications arising from the recommendations set out in this report.

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 and those of its panels, as well as individual pieces of work. This should include considering and clearly stating;

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

7.9 The Panel 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 2017/18

9. Local Government (Access to Information) Act 1985

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PART TWO – ARTICLES OF THE CONSTITUTION

Last updated 18 July 2016

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.**

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

(b) Policy development and review.

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

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

(c) Scrutiny.

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

- (i) Review and scrutinise the decisions made by and performance of the Cabinet and council officers both in relation to individual decisions and over time;
- (ii) Review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- (iii) Question members of the Cabinet and chief officers about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;
- (iv) Make recommendations to the Cabinet or relevant non-executive Committee arising from the outcome of the scrutiny process;

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- (v) Review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the overview and scrutiny committee and local people about their activities and performance; and
- (vi) Question and gather evidence from any person (with their consent).

(d) Finance

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

(e) Annual report.

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

6.04 Proceedings of Overview and Scrutiny Committee

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

6.05 Votes of No Confidence

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

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PART THREE – RESPONSIBILITY FOR FUNCTIONS

SECTION B

Last updated 18 July 2016

SECTION 2 – COMMITTEES

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

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

4. Overview and Scrutiny Committee

The Overview and Scrutiny Committee may:

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

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

SECTION 3 - SUB-COMMITTEES AND PANELS

The following bodies shall be created as Sub-Committees of the relevant Committee of the Council under which they are listed. Bodies described as "Panels" are Sub-Committees unless otherwise stated. Sub-Committees shall

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report to their parent bodies and they shall have the membership as described in the Appointments of Non-Executive Committees, Sub-Committees, Panels, etc as approved by the Annual Meeting.

2. Under Overview and Scrutiny Committee

2.1 Scrutiny Review Panels

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

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

Last updated 21 July 2014

1. The arrangements for Overview and Scrutiny

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

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- (x) To monitor the effectiveness of the Call-in procedure.
- (xi) To review and scrutinise action taken by partner authorities in discharge of crime and disorder functions and to make reports and recommendations to Cabinet and Council on these.
- (xii) To make arrangements which enable any Councillor who is not a Committee Member to refer any local government matter, or any crime and disorder matter, to the Committee under the Councillor Call for Action Procedure.
- (xiii) To ensure that referrals from Overview and Scrutiny Committee to the Cabinet either by way of report or call-in are managed efficiently, and
- (xiv) To ensure community and voluntary sector organisations, users of services and others are appropriately involved in giving evidence to the Overview and Scrutiny Committee or relevant Scrutiny Review Panel.

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

- (i) Scrutiny Reviews Panels are appointed to examine designated Council services. Scrutiny Review Panels will refer their findings/recommendations in the form of a written report, with the approval of the Overview and Scrutiny Committee, to the Cabinet and/or the Council as appropriate.
- (ii) Scrutiny Review Panels will analyse submissions, request and analyse any additional information, and question the Cabinet Member(s), relevant Council officers, local stakeholders, and where relevant officers and/or board members of local NHS bodies or NHS funded bodies.
- (iii) Subject to the approval of the Overview and Scrutiny Committee, Scrutiny Review Panels will be able to appoint external advisors and/or to commission specific pieces of research if this is deemed necessary.
- (iv) Scrutiny Review Panels should make every effort to work by consensus; however, in exceptional circumstances Members may submit minority reports.
- (v) Prior to publication, draft reports will be sent to the relevant chief officers or where relevant officers of the National Health Service for checking for inaccuracies and the presence of

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exempt and/or confidential information; Scrutiny Review Panel members will revisit any conclusions drawn from disputed information;

- (vi) Following approval by the Overview and Scrutiny Committee, final reports and recommendations will be presented to the next available Cabinet meeting together with an officer report where appropriate. The Cabinet will consider the reports and formally agree their decisions.
 - (vii) Following approval by the Overview and Scrutiny Committee, reports on NHS, non-executive or regulatory matters will be copied to the Cabinet for information.
 - (viii) At the Cabinet meeting to receive the final report and recommendations, the Chair of the Overview and Scrutiny Committee or the Chair of the Scrutiny Review Panel may attend and speak.
 - (ix) After an appropriate period, post implementation, Overview and Scrutiny Committee will carry out a follow up review to determine if the recommendations had the intended outcomes and to measure any improvements.
- 1.4 When Scrutiny Review Panels report on non-executive or regulatory functions the above rules apply, except the references to The Cabinet shall be taken as reference to the relevant non-executive body.
- 1.5 The Overview and Scrutiny Committee shall undertake scrutiny of the Council's budget through a Budget Scrutiny process. The procedure by which this operates is detailed in the Protocol covering the Overview and Scrutiny Committee.
- 1.6 All Overview and Scrutiny meetings shall take place in public (except where exempt or confidential matters are considered).
- 1.7 The Overview and Scrutiny function should not be seen as an alternative to established disciplinary, audit or complaints mechanisms and should not interfere with or pre-empt their work.
- 2. Membership of the Overview and Scrutiny Committee and Scrutiny Review Panels**
- 2.1 All Councillors (except Members of the Cabinet) may be members of the Overview and Scrutiny Committee and the Scrutiny Review Panels. However, no Member may be involved in scrutinising a decision in which he/she has been directly involved.

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- 2.2 The membership of the Overview and Scrutiny Committee and Scrutiny Review Panels shall, as far as is practicable, be in proportion to the representation of different political groups on the Council.

3. Co-optees

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

4. Education representatives

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

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

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

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

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

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appropriate. A Scrutiny Review Panel meeting may be called by the Chair of the Panel after consultation with the Chief Executive, by any two Members of the Committee or by the proper officer if he/she considers it necessary or appropriate.

6. Quorum

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

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

7.1 The Chair of the Overview and Scrutiny Committee will be appointed by the Council.

7.2 The Chair of the Overview and Scrutiny Committee shall resign with immediate effect if a vote of no confidence is passed by the Overview and Scrutiny Committee.

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

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

8. Work programme

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

9. Agenda items for the Overview and Scrutiny Committee

9.1 Any member of the Overview and Scrutiny Committee shall be entitled to give notice to the proper officer that he/she wishes an item relevant to the functions of the Committee to be included on the agenda for the

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next available meeting of the Committee. On receipt of such a request the proper officer will ensure that it is included on the next available agenda.

- 9.2 The Overview and Scrutiny Committee shall also respond, as soon as its work programme permits, to requests from the Council and, if it considers it appropriate, from the Cabinet to review particular areas of Council activity. Where they do so, the Overview and Scrutiny Committee shall report their findings and any recommendations back to the Cabinet within an agreed timescale.

10. Policy review and development

- 10.1 The role of the Overview and Scrutiny Committee in relation to the development of the Council's budget and policy framework is set out in the Budget and Policy Framework Procedure Rules in Part 4 of this constitution.

- 10.2 In relation to the development of the Council's approach to other matters not forming part of its policy and budget framework, the Overview and Scrutiny Committee and its Scrutiny Review Panels may make proposals to the Cabinet for developments insofar as they relate to matters within their terms of reference. The Scrutiny Review Panels must do so via the Overview and Scrutiny Committee.

11. Reports from the Overview and Scrutiny Committee

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

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

- 12.1 The agenda for Cabinet meetings shall include an item entitled 'Issues arising from Scrutiny'. Reports of the Overview and Scrutiny Committee referred to the Cabinet shall be included at this point in the agenda unless either they have been considered in the context of the Cabinet's deliberations on a substantive item on the agenda or the Cabinet gives reasons why they cannot be included and states when they will be considered.
- 12.2 Where the Overview and Scrutiny Committee prepares a report for consideration by the Cabinet in relation to a matter where decision making power has been delegated to an individual Cabinet Member, a Committee of the Cabinet, an Area Committee, or an Officer, or under Joint Arrangements, then the Overview and Scrutiny Committee will

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also submit a copy of their report to that body or individual for consideration, and a copy to the proper officer. If the Member, committee, or officer with delegated decision making power does not accept the recommendations of the Overview and Scrutiny Committee, then the body/he/she must then refer the matter to the next appropriate meeting of the Cabinet for debate before making a decision.

13. Rights and powers of Overview and Scrutiny Committee members

13.1 Rights to documents

- (i) In addition to their rights as Councillors, members of the Overview and Scrutiny Committee and Scrutiny Review Panels have the additional right to documents, and to notice of meetings as set out in the Access to Information Procedure Rules in Part 4 of this Constitution.
- (ii) Nothing in this paragraph prevents more detailed liaison between the Cabinet and the Overview and Scrutiny Committee and Scrutiny Review Panels as appropriate depending on the particular matter under consideration.

13.2 Powers to conduct enquiries

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

13.3 Power to require Members and officers to give account

- (i) The Overview and Scrutiny Committee and Scrutiny Review Panels may scrutinise and review decisions made or actions taken in connection with the discharge of any Council functions (Scrutiny Review Panels will keep to issues that fall within their terms of reference). As well as reviewing documentation, in fulfilling the scrutiny role, it may require any Member of the Cabinet, the Head of Paid Service and/or any senior officer (at

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second or third tier), and chief officers of the local National Health Service to attend before it to explain in relation to matters within their remit:

- (a) any particular decision or series of decisions;
- (b) the extent to which the actions taken implement Council policy (or NHS policy, where appropriate); and
- (c) their performance.

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

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

14. Attendance by others

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

15. Call-in

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

16. Councillor Call for Action (CCfA)

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

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

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

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

- (a) The Overview and Scrutiny Committee shall consider the following business as appropriate:
 - (i) apologies for absence;
 - (ii) urgent business;
 - (iii) declarations of interest;
 - (iv) minutes of the last meeting;
 - (v) deputations and petitions;
 - (vi) consideration of any matter referred to the Committee for a decision in relation to call-in of a key decision;
 - (vii) responses of the Cabinet to reports of the Committee;

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

17A. Declarations Of Interest Of Members

- (a) If a member of the Overview and Scrutiny Committee or Scrutiny Review Panel has a disclosable pecuniary interest or a prejudicial interest as referred to in Members' Code of Conduct in any matter under consideration, then the member shall declare his or her interest at the start of the meeting or as soon

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as the interest becomes apparent. The member may not participate or participate further in any discussion of the matter or participate in any vote or further vote taken on the matter at the meeting and must withdraw from the meeting until discussion of the relevant matter is concluded unless that member has obtained a dispensation from the Council's Standards Committee.

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

18. The Party Whip

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

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

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

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

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PROTOCOL COVERING OVERVIEW AND SCRUTINY COMMITTEE (OSC)

1. INTRODUCTION

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

2. AIMS OF THE OVERVIEW AND SCRUTINY COMMITTEE

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

3. RESPONSIBILITIES

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

¹ Section 19 of the Police and Justice Act 2006

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- (v) “Call In” for reconsideration a decision made by the Executive;
- (vi) Require information from relevant partner authorities;²
- (vii) Give notice to a relevant partner authority that they must have regard to scrutiny reports and recommendations on any local improvement targets.³

- 3.3 Scrutiny recommendations shall be responded to by the appropriate body within 2 months of receiving the recommendations.⁴ Where a response is requested from NHS-funded bodies, the response shall be made within 28 days.⁵
- 3.4 The OSC shall be responsible for scrutinising the draft Treasury Management Strategy Statement (TMSS) annually before its adoption by full Council, in accordance with the Council’s Constitution (Part 4 Section I).
- 3.5 The OSC shall respond to a Councillor Call for Action (CCfA) referral, which will be handled in accordance with the Council’s Constitution (Part 4 Section G).

Scrutiny Review Panels

- 3.6 The Overview and Scrutiny Committee shall establish 4 standing Scrutiny Review Panels, to examine designated public services.
- 3.7 The Overview and Scrutiny Committee shall determine the terms of reference of each Scrutiny Review Panel. If there is any overlap between the business of the Panels, it is the responsibility of the Overview and Scrutiny Committee to resolve this issue.
- 3.8 Areas which are not covered by the 4 standing Scrutiny Review Panels shall be the responsibility of the main Overview and Scrutiny Committee.

4. MEMBERSHIP AND CHAIR

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

Scrutiny Review Panels

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

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

⁴ Ibid section 122 (21B)

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

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- 4.3 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.
- 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.

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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.

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.

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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.

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**

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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.

Appendix C

Overview & Scrutiny Remits and Membership 2017/18

Scrutiny Body	Areas of Responsibility	Cabinet Links
<p>Overview & Scrutiny Committee</p> <p>Cllrs Wright (Chair), Connor (Vice Chair), Gallagher, Hearn, Ibrahim,</p>	<p>Communications; Corporate policy and strategy; Council performance; External partnerships; Strategic transport; Growth and inward investment; Capital strategy</p>	<p>Cllr Kober, Leader of the Council</p>
<p>The Committee shall also comprise statutory education representatives, who shall have voting rights solely on education matters</p>	<p>Customer Services; Customer Transformation Programme; Leisure Centres.</p>	<p>Cllr Ejiofor, Deputy Leader and Cabinet Member for Customer Services</p>
	<p>Council finances and budget</p>	<p>Cllr Arthur, Cabinet Member for Finance and Health</p>
	<p>Equalities; Voluntary sector; Community Strategy</p>	<p>Cllr Ayisi, Cabinet Member for Communities</p>
	<p>Corporate programme; Council IT shared services; Procurement & commercial partnerships; Corporate governance; Shared Service Centre; Council HR & staff wellbeing; Accommodation Strategy; Community buildings; Corporate property</p>	<p>Cllr Demirci, Cabinet Member for Corporate Resources</p>
	<p>Growth strategy delivery; Social inclusion</p>	<p>Cllr Goldberg, Cabinet Member for Economic Development, Social Inclusion and Sustainability</p>
	<p>Libraries; Culture</p>	<p>Cllr Vanier, Cabinet Member for Adult Social Care and Culture</p>

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Scrutiny Body	Areas of Responsibility	Cabinet Links
<p>Adults & Health Scrutiny Panel</p> <p>Cllrs Connor (Chair), Adamou, Beacham, Berryman, Griffith, Mitchell, Ozbek</p>	<p>Public Health; Health devolution pilots; Health and social care integration & commissioning; Working with CCG and NHS</p>	<p>Cllr Arthur, Cabinet Member for Finance and Health</p>
	<p>Adult Social Care; Safeguarding adults; Adults with disabilities and additional needs</p>	<p>Cllr Vanier, Cabinet Member for Adult Social Care and Culture</p>
	<p>Tackling unemployment and worklessness; Adult learning and skills</p>	<p>Cllr Goldberg, Cabinet Member for Economic Development, Social Inclusion and Sustainability</p>
<p>Children & Young People Scrutiny Panel</p> <p>Cllrs Hearn (Chair), M Blake, Elliott, Mallett, Morris, Rice, plus the statutory education representatives of OSC</p>	<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</p>	<p>Cllr Weston, Cabinet Member for Children and Families</p>
	<p>Post 16 education</p>	<p>Cllr Goldberg, Cabinet Member for Economic Development, Social Inclusion and Sustainability</p>
	<p>Youth services and youth offending</p>	<p>Cllr Ayisi, Cabinet Member for Communities</p>

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Environment & Community Safety Scrutiny Panel Cllrs Gallagher (Chair), B Blake, Carter, Gunes, Hare, Jogee, Stennett	Recycling, waste and street cleaning; Highways; Parking; Parks and open spaces; Leisure and leisure centres; Licensing (environmental and HMO); Enforcement (environmental and planning)	Cllr Ahmet, Cabinet Member for Environment
	Community safety; Engagement with the Police; Tackling antisocial behaviour; Violence Against Women and Girls	Cllr Ayisi, Cabinet Member for Communities
Housing & Regeneration Scrutiny Panel Cllr Ibrahim (Chair), Bevan, Brabazon, Engert, J Mann, Newton Waters	Regeneration in Tottenham; Planning policy; Planning applications & development management; Building Control; Housing Investment Programme; Housing strategy and delivery; Partnerships with Homes for Haringey & social landlords	Cllr Strickland, Cabinet Member for Housing, Regeneration and Planning
	Regeneration in Wood Green; Sustainability and carbon reduction	Cllr Goldberg, Cabinet Member for Economic Development, Social Inclusion and Sustainability
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: Housing and Regeneration Scrutiny Panel, 22 June 2017

Title: Scrutiny Work Programme Development 2017-18

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

Lead Officer: Christian Scade, Principal Scrutiny Officer
Tel: 020 8489 2933, Email: christian.scade@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 scrutiny can add value.

2. Recommendations

- (a) That the Panel notes the work that was completed during 2016/17, attached at Appendix A.
- (b) That the Panel consider an update from officers on work relevant to the Panel's terms of reference;
- (c) That the Panel agree the areas outlined at Section 4.6, for inclusion in the 2017/18 scrutiny work programme, providing any further comment they wish;
- (d) That the Overview and Scrutiny Committee be asked to endorse (c), above, at its meeting on 17 July 2017.

3. Reasons for decision

- 3.1 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 their capacity to deliver the programme and officers' capacity to support them in that task.

4. Approach

- 4.1 As this is the final municipal year of this administration, it is suggested that the Panel focus its efforts on ensuring work undertaken to date is concluded, rather than begin new areas of work that may not be completed before the 2018 election.
-

- 4.2 Prior to the end of the previous municipal year, the Overview and Committee agreed that there would be little value in holding another ‘Scrutiny Café’ event with stakeholders given each Panel had already identified work it could undertake this year.
- 4.3 Individual scrutiny panels will need to develop work programmes according to their own priorities and remaining work from the previous years. This will involve engagement with officers, and other stakeholders, at the first meeting. Prior to any review work being commenced, it is expected that the Overview and Scrutiny Committee will consider and approve scoping proposals as usual.
- 4.4 Panel chairs will also continue to hold briefing sessions on Corporate Priorities with priority, performance and finance leads to support strategic understanding and enable work programmes to be linked to corporate priorities.
- 4.5 Over the past year, the OSC undertook efforts to ensure effective financial scrutiny at each of the three stages –budget setting, expenditure monitoring, outturn reviewing. These efforts included training for Members, scrutiny of in-year expenditure and the positive response of Cabinet to Scrutiny recommendations in the setting of the MTFs.
- 4.6 The following sets out the expected issues to be considered at Panel meetings in the next year. This is based on the updates requested in the last municipal year, and the assumption that the process for scrutiny of budget setting will run the same as last year (though the recent restructure of the Senior Leadership Team and establishment of a new Chief Finance Officer post, to be recruited to, may mean this is subject to change):

2 October	Selective Licensing Update Other items TBC
7 November	An update on the financial performance of P4 and P5 Services - Budget Monitoring (Timing TBC) Other items TBC
19 December	Budget Scrutiny
13 March	Other Items TBC
Other Items Timings TBC	To consider how the Council is performing against housing supply commitments within the policy framework (suggested by OSC as part of the Sale of Land at Kerswell Close Call-In – minutes available here) The work of the Decision Panel, how it operates and how this could be improved Older People Housing - not just the Supported Housing Review

- 4.7 Panel Members are encouraged to suggest additional matters they would like to pursue. As usual, the Panel can use the Forward Plan of Key Decisions in identifying matters for consideration on a more immediate timescale.

<http://www.minutes.haringey.gov.uk/mgListPlans.aspx?RP=110&RD=0&J=1>

- 4.8 There is currently no proposal for a general training offer for Scrutiny Members, as has occurred in previous years with financial scrutiny and chairing skills. However, as ever, Members are invited to make any requests for training direct to Democratic Services or to discuss shared needs in an informal meeting.

5. Background – Good scrutiny practice

“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

- 5.1 Developing an effective work programme is the bedrock of an effective scrutiny function. The careful selection and prioritisation of work is essential if the scrutiny function is to be successful, achieve added value and retain credibility.
- 5.2 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

5.3 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 (e.g. Casey Report);
- Issues arising out of internal and external assessment (e.g. Ofsted, Care Quality Commission);
- 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.

5.4 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.

6. Contribution to strategic outcomes

6.1 The contribution of scrutiny to the corporate priorities will be considered routinely as part of the Panel's work programme development.

7. Statutory Officers comments

Finance and Procurement

7.1 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

7.2 There are no immediate legal implications arising from the report.

7.3 In accordance with the Council's Constitution, the approval of the future scrutiny work programme falls within the remit of the OSC.

- 7.4 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.
- 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 Overview and Scrutiny Committee. Such reports can then be referred to Cabinet or Council under agreed protocols.

Equality

- 7.6 The Council has a public sector equality duty under the Equalities Act (2010) to have due regard to:
- Tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;
 - Advance equality of opportunity between people who share those protected characteristics and people who do not;
 - Foster good relations between people who share those characteristics and people who do not.
- 7.7 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.
- 7.8 The Panel 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 – Completed Work Programme from 2016/17

9. Local Government (Access to Information) Act 1985

N/A

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Appendix A: Housing & Regeneration Scrutiny Panel – Final Work Programme 2016/17

Meeting Date	Agenda Item	Details and desired outcome	Lead Officer / Witnesses
27th June 2016	Terms of Reference	To note terms of reference for the panel	Martin Bradford, Policy Officer
	Temporary Accommodation	A presentation of the current financial and policy issues in temporary accommodation and current approach. To assist in scoping possible scrutiny involvement.	Denise Gandy, Homes for Haringey
	Work Programme	Outcomes from scrutiny Cafe, confirmation of work programme for 2016/17 and selection of those reviews taken forward in year ahead	Martin Bradford, Policy Officer
	Viability assessment	Emerging conclusions from Scrutiny Review (dependent on meeting before 27 th June)	Martin Bradford, Policy Officer / Panel
3rd October 2016	Cabinet Q & A	Cabinet member for Housing & Regeneration to respond to questions on this portfolio	Cllr Strickland/ Mustafa Ibrahim/ Andrew Billany/ Dan Hawthorn
	Right to Buy Receipts	An update on the how Right to Buy receipts are used to support affordable homes.	Mustafa Ibrahim
	Budget Monitoring/ Performance Monitoring	To review and monitor budget and performance issues within the remit of the HRSP.	Joe Moore (TBC) / Boe Williams/Margaret Gallagher
	Supported Housing for Older People	Recommendations from review	Martin Bradford, Panel
	Development Vehicle	Update of progress of review	Martin Bradford, Panel

	Work Programme	Review - update of programme of activities	Martin Bradford, Policy Officer
14th December 2016	Budget scrutiny of MTFS proposals to 2022	To consult the panel on savings and investment proposals as part of the MTFS to 2022.	Cllr Strickland and Cllr Goldberg Alan Benson, Emma Williamson, Andrew Billany
	Haringey Development Vehicle	To agree panels report and recommendations on governance arrangements for the Haringey Development Vehicle.	Martin Bradford / HRSP
6th February 2017	Cabinet Q & A	The Cabinet Member for Economic Development, Social Inclusion and Sustainability is asked to give a brief (no more than 5 minutes) introduction and, as set out in the Panel's terms of reference, questions will focus on: Wood Green Regeneration, Sustainability and Carbon Reduction.	Cllr Goldberg
	Selective Licensing	Verbal update on plans / timetable to introduce Selective Licensing or extend the use of Mandatory Licensing. A full update will be provided later in 2017.	Eubert Malcolm/ Steve Russell
	Tottenham & Wood Green Regeneration Programme (Economic and Social)	This report will provide updates on both the Tottenham Regeneration & Wood Green Regeneration Programmes (economic and social). Information will be provided on both High Streets.	Helen Fisher / Dan Hawthorn / Liz Skelland
	High Streets	Update on the work undertaken to support local Metropolitan and District High Streets. A short report / briefing paper will be submitted while a presentation (with photos) will be provided on the night.	Vicky Clark/ Beth Kay

	Supported Housing Review	<p>A short report will be prepared, outlining where things stand and what happens next. This will give panel members an opportunity to contribute the insight they gained from the scrutiny in a day session held in September specifically about older people.</p> <p>A presentation will also be given at the meeting.</p> <p>Moving forwards, officers will include a paragraph in the March Cabinet report to describe feedback given by the Panel to ensure the scrutiny research is put to good use.</p>	Alan Benson / Gill Taylor
	Work Programme	Review - update of programme of activities	Scrutiny Officer
9th February 2017	<ul style="list-style-type: none"> - Housing Allocations Policy - Tenancy Strategy - Homelessness Strategy & Delivery Plan - Intermediate Housing Policy 	A joint meeting with members of Overview & Scrutiny Committee to discuss a) the outcomes from the consultations on various housing strategies b) implications for new housing strategies on social inclusion.	Nick Smith, Alan Benson, Jeanelle de Gruchy
7th March 2016	Cabinet Q & A	Cabinet member for Housing & Regeneration to respond to questions on this portfolio	Cllr Strickland
	Community Infrastructure Levy	Update on previous review completed in 15/16 – Inclusion of new policy (if ready).	Emma Williamson/ Matthew Patterson

	Supporting engagement and Involvement in the Local Planning System	Verbal update on work being undertaken to help improve engagement, involvement and community confidence in the local planning system.	AD Planning, Emma Williamson
	Council led development	Update on review completed in 2015/16 – approved by Cabinet in December 2015.	Alan Benson
	Work Programme	Review - update of programme of activities Identification of any carry over items	Scrutiny Officer

Additional Project Work

Haringey Development Vehicle

On 17 January 2017, the Overview and Scrutiny Committee approved the (interim) report of the Housing and Regeneration Scrutiny Panel (HRSP) on the governance arrangements for the proposed Haringey Development Vehicle (HDV), a joint venture between the Council and a private partner to support local housing and regeneration ambitions. In developing its report, the HRSP held a number of evidence gathering sessions and received evidence from local stakeholders including council officers, community group representatives, other local authorities, Investment Partners in other joint ventures and expert independent opinion via the Chartered Institute of Housing. The HRSP made a number of recommendations, including that further scrutiny of the proposals for the establishment of the proposed HDV should be undertaken between January and summer 2017. This work was completed and considered by the Overview and Scrutiny Committee in June 2017.
