

NOTICE OF MEETING

ENVIRONMENT AND COMMUNITY SAFETY SCRUTINY PANEL

**Monday, 28th June, 2021, 6.30 pm –Woodside Room George
Meehan House - Outside Venue**

This meeting will be Webcast – Watch It [Here](#)

Members: Councillors Scott Emery, Julia Ogiehor, Kaushika Amin, Gideon Bull, Dana Carlin, Eldridge Culverwell and Preston Tabois

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

Quorum: 3

1. **FILMING AT MEETINGS**

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

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

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

2. **APOLOGIES FOR ABSENCE**

3. **ITEMS OF URGENT BUSINESS**

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

4. DECLARATIONS OF INTEREST

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

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

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

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

5. DEPUTATIONS/PETITIONS/PRESENTATIONS/QUESTIONS

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

6. MINUTES (PAGES 1 - 8)

To approve the minutes of the previous meeting.

7. CABINET MEMBER QUESTIONS - CABINET MEMBER FOR ENVIRONMENT, TRANSPORT & CLIMATE EMERGENCY AND DEPUTY LEADER OF THE COUNCIL

Verbal Update

8. MEMBERSHIP AND TERMS OF REFERENCE (PAGES 9 - 64)

9. APPOINTMENT OF NON-VOTING CO-OPTEE (PAGES 65 - 68)

10. TRANSPORT PLANNING UPDATE (PAGES 69 - 136)

11. WORK PROGRAMME UPDATE (PAGES 137 - 146)

12. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at item 3 above.

13. DATES OF FUTURE MEETINGS

20th September 2021
11th November 2021
14th December 2021
3rd March 2022

Philip Slawther, Principal Committee Co-ordinator
Tel – 020 8489 2957
Fax – 020 8881 5218
Email: philip.slawther2@haringey.gov.uk

Fiona Alderman
Head of Legal & Governance (Monitoring Officer)
River Park House, 225 High Road, Wood Green, N22 8HQ

Friday, 18 June 2021

This page is intentionally left blank

MINUTES OF MEETING Environment and Community Safety Scrutiny Panel HELD ON Thursday, 4th March, 2021, 6.30 pm

PRESENT:

**Councillors: Barbara Blake, Scott Emery, Julia Ogiehor, Sygrave,
Dana Carlin, Mike Hakata and Khaled Moyeed (Chair)**

ALSO ATTENDING:

63. 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'.

64. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Davies.

65. ITEMS OF URGENT BUSINESS

None.

66. DECLARATIONS OF INTEREST

There were no declarations of interest.

67. DEPUTATIONS/PETITIONS/PRESENTATIONS/QUESTIONS

None.

68. MINUTES

In regard to a previous action, the Chair advised that he had spoken to the Leader of the Council regarding the Parks Neighbourhood Watch Coordinator post and he had been advised that the Council fully funding the post will be looked at as part of next year's budget setting process.

RESOLVED

That the minutes of the previous meeting on 10th December were agreed as a correct record.

69. CABINET MEMBER QUESTIONS: CABINET MEMBER FOR TRANSFORMATION AND PUBLIC REALM INVESTMENT

The Committee undertook a verbal question and answer session with the Cabinet Member for Transformation and Public Realm Investment. The Cabinet Member gave a short verbal update on her portfolio:

- a. The Committee was advised that following the Scrutiny Review on Disabled Parking Services, most of the recommendations were accepted by Cabinet and a further Disabled Parking Action Plan was due to be agreed by Cabinet next week. Part of this involved £200k capital funding to expand the size of disabled bays and the introduction of a grace period for Blue Badge users who live in an area with a CPZ and had their badge stolen.
- b. Cabinet had agreed a £9m investment in Highways for the following financial year. Also, as part of the new contract, a Direct Labour Organisation was being developed to bring specific elements of the contract back in-house.
- c. A £6m drainage bid had been submitted to DEFRA in partnership with some local groups.
- d. There continued to be significant investment in street lighting.
- e. The walking element of the Cycling & Walking Action Plan was continuing to be developed and a number of new pedestrian crossings were being put in place.
- f. The waste service had been realigned to bring the waste management and waste enforcement functions together, and managed by one Assistant Director. A new waste enforcement team had been established and had issued nearly 1500 fixed penalty notices in the last 12 months.
- g. Further rollout of the black box scheme would continue this year, following a successful trial orientated to better management of waste from flats above shops.
- h. The Council was undertaking a piece of research in conjunction with Birbeck University on HMO's and how levels of recycling from these premises could be improved.
- i. The Cleaner Haringey Strategy was going to Cabinet the following week.
- j. The Council had agreed with Veolia for them to undertake additional waste collection services for Passover.
- k. The Cabinet Member outlined the Access First project which was aimed at improving the relevant sections of the website in order to make it easier for people to access information, report a problem and so that they received feedback on problems reported. This project was halfway through the improvement process and work was ongoing.

The following matters arose from the discussion of this item:

- a. The Committee noted that the recycling rate had decreased slightly for the fourth year in a row and queried whether large-scale changes were needed or smaller more incremental reforms, in order to meet the Mayor's target of 38%. In response, the Cabinet Member acknowledged the scale of the challenge to meet that target and cautioned that none of the seven boroughs in North London had met the target. Haringey ranked 4th out of seven. The Cabinet Member advised that part of the problem with falling recycling rates were much more exacting rules around what could and couldn't be recycled and very strict tolerances around contamination of waste. Another issue identified was that companies were increasingly investing in lighter and lighter packaging, which affected recycling rates as they were based on tonnages. The Cabinet Member also set out that there was a challenge around needing to adapt to emerging trends including the impact of lockdown and increased home deliveries. It was

- hoped that the work with Birbeck would provide a basis for making improvements.
- b. In response to a query around different possible strategies for dealing with waste, the Cabinet Member acknowledged that there was a lot of investment into looking at how to tackle waste and recycling nationally and that the best way forward was to perhaps set up a meeting with Cllr Bull to look at funding options for different groups in the borough.
 - c. The Panel raised concerns about plans to invest in a new incinerator for waste and commented that this seemed to be contrary to the Council's carbon reduction strategy. In response the Cabinet Member advised that the current incinerator was very old and inefficient and that a new one would be far more efficient and would also be able to generate power to heat people's homes. The plans also included the setting up of an eco-park which was welcomed by the Cabinet Member. The Panel were advised that a financial analysis of whether this was still the right decision was undertaken in 2018.
 - d. The Panel raised concerns about the Council's website and it not being user friendly. The Panel questioned whether electronic visitor permits could be introduced like in Islington, which were instantaneous.
 - e. In regards to a question as to the Cabinet Member's assessment of Veolia's performance and whether the Council were getting value for money, the Cabinet Member contended that Veolia provided a huge array of services for the Council and that on the whole she thought they did a good job. The Cabinet Member acknowledged that the authority had got street sweeping wrong and that a more targeted approach was the right outcome. The Panel were advised that Veolia collected waste from 90k households and the vast majority of the time they got this right but that there would always be areas in which performance could be approved.
 - f. A member of the Panel raised concerns about a local business that had been issued with an FPN due to waste caused by people rifling through their bin. The Cabinet Member declined to comment on a particular case where the Council had taken enforcement action, but advised that there was an appeal process available for people to use. It was suggested that security measures would need to be arranged with the private waste contractor involved.
 - g. In response to a question about the wall of shame campaign and whether this was continuing, the Cabinet Member advised that it was felt that this scheme had been hugely successful and had even resulted in one case where an individual turned themselves in for flytipping. From the following week, the campaign would be being rolled out with added impetus.
 - h. In response to a question around the Direct Labour Organisation, the Cabinet Member advised that Marlborough Highways had been awarded a contract in 2019 for street lighting and highways but that part of that contract included provision for the Council to bring some of those services back in-house as and when it was feasible. After carrying out an assessment it had been determined that it would not be cost effective to bring street lighting back in-house, however reactive footway maintenance would be brought back in-house. It was hoped that having a dedicated in-house resource would help the Council improve the very poor condition of footways in the borough and that a £9 million investment had been made to support this.

RESOLVED

That the update and responses to questions were noted.

70. UPDATE ON PLANNED AND REACTIVE HIGHWAYS MAINTENANCE

The Panel received a report which provided an update on the planned and reactive highways maintenance programmes, as set out in the agenda pack. The report was introduced by Peter Boddy, Highways & Traffic Manager. The following arose from the discussion of the report:

- a. Significant investment was required to counteract the historical underspend on the planned maintenance of highways and footways in the borough. The administration had invested significant additional funding in this area. The investment was around £19m over the last five years. It was noted that 59% of the borough's footways required structural maintenance and that this was towards the bottom of scores across London boroughs. Highways were in a better shape but still required significant maintenance.
- b. Highways maintenance was outsourced to Ringway Jacobs through the TfL LOHAC contract from 2013-2019 but from 2019 a new contractor had been appointed, Marlborough Highways. As part of the contract Marlborough agreed to the creation of a Direct Service Offer (DSO). Officers were developing a full business case for the creation of the Direct Service Offer and a decision would come to Cabinet in due course. The depot at Sedge Road would also be upgraded to support the development of the in-house footways maintenance team.
- c. In response to a question, officers advised that due to the scale and range of works undertaken as part of the contract there was no intention to bring the whole contract back in-house as it would not be cost effective. The focus of the DSO was reactive footways works due to the need to improve their condition.
- d. In relation to a follow-up, it was estimated that the average score for footway defects in London was around 30-40%. With continued investment over a 10 year period, it was hoped that Haringey would achieve a similar figure. This would represent a 1-2% improvement year on year and was considered achievable.
- e. In relation to a question around coordination with Low Traffic Neighbourhood schemes, officers advised that there would always be some coordination and joining up of investment but it was cautioned that the funding available for LTN's was minimal in comparison to the scale and cost of planned maintenance works required across of all of the boroughs roads.
- f. The Panel welcomed the investment in highways and footways but also made a plea for additional resources to be targeted towards drains and gullies as blocked drains had a significant effect in terms of undermining highways, and it was suggested that this could save the Council money long-term. In response, officers advised that there had been a significant capital investment in this area over the past 12-18 months, but it was acknowledged that this had also been an area of historical underinvestment.

RESOLVED

That the update was noted.

71. WASTE, RECYCLING & STREET CLEANING PERFORMANCE

The Panel received a report for information, which provided an update on the borough's waste, recycling and street cleansing performance. The report was introduced by Beth Waltzer, Interim Head of Waste as set out in the agenda pack at pages 17-32. The following arose from the discussion of the report:

- a. In response to a question, officers advised that the review into missed collections was being undertaken as part of the Veolia plan which was wrapped up in the contract improvement plan and looked into what type of information was received by the crews compared to managers, compared to staff at the depot. An audit of complaints was being undertaken and was due to be completed in the following week. It was estimated that the contract improvement plan should be in place in the next one to two months' time.
- b. The Panel questioned why the recycling target remained the same over a ten year period and queried whether the authority should be seeking an improved rate over time. In response, officers advised that the target of 62% was the contractual target with Veolia but that Veolia were aware that the Council would like to see an over achievement in performance.
- c. In response to a question, The Cabinet Member confirmed that consultation with community groups around the proactive graffiti response would take place from March 29th and would be done on a rolling ward-by-ward basis. Panel Members welcomed the work being undertaken to tackle graffiti and expressed a desire to see the roll-out take place in their respective wards.
- d. The Panel raised concerns about the impact of HMOs on waste and fly tipping, which was a particular problem in the borough due to the demographics. The Cabinet Member acknowledged that benchmarking work was being undertaken with similar boroughs.
- e. In relation to the recycling target, the Panel was advised that future targets in that regard would be looked at in the context of the Reduction & Recycling Plan, the Veolia Recycling Action Plan and the Borough Plan Refresh and that increasing recycling participation was a priority.

RESOLVED

- I. That Members were asked to note the content of the report and provide officers with any comments regarding their experience, or reports they have received relating to the waste, recycling and street cleaning services.
- II. The Members note that a review of the borough's Reduction and Recycling Plan is still in progress

72. UPDATE ON THE FLY TIPPING STRATEGY

The Panel received a report which provided an update to Scrutiny Members on progress against Borough Plan commitments for waste and street cleansing, and specifically on the work to reduce fly-tipping in the borough. The report was introduced by Beth Waltzer, Interim Waste Manager as set out in the agenda pack at pages 33-46. The following arose during the discussion of the report:

- a. In response to a question, the Panel was advised that the introduction of the litter and waste enforcement team had resulted in significant improvements to fly-tipping and general cleanliness levels. Officers agreed to provide a written response on the improvements since the introduction of the litter & waste enforcement team. **(Action: Beth Waltzer).**
- b. The Panel queried some of the figures around Fixed Penalty notices and sought clarification on volumes. In response, officers advise that 540 FPNs were issued to residents in the period from April 2020 to the report being compiled and 330 FPNs issued to businesses in the same timeframe.
- c. Officers agreed to feedback to the Committee a breakdown of all waste related FPNs (not just litter) as well as a breakdown of how many of these had been paid. **(Action: Beth Waltzer).**
- d. The Panel also sought assurances around the hotspot locations referred to in the report, officers advised that these were spread across the borough with 10 in east, 10 in the west and 10 in the centre of the borough. Officers would come back with the specific locations of these hotspots. **(Action: Beth Waltzer).**
- e. The Panel questioned whether officers had found that the current use of black boxes had attracted dumping. In response, the Panel were advised that they had not found them to be a magnet for dumping and that the waste was contained more effectively than having it just sat on the street. Officers set out that there had been a general improvement in street cleanliness as a result and their rollout was considered to be a success in that regard.

RESOLVED

That the Panel noted performance to date and comments on progress against Borough plan objectives.

73. WORK PROGRAMME UPDATE

RESOLVED

That the Panel agreed the Work Plan and any changes contained therein.

74. NEW ITEMS OF URGENT BUSINESS

N/A

75. DATES OF FUTURE MEETINGS

It was noted that this was the last meeting of the municipal year.

CHAIR: Councillor Khaled Moyeed

Signed by Chair

Date

This page is intentionally left blank

Report for: Environment & Community Safety Scrutiny Panel – 28 June 2021

Title: Terms of Reference and Membership

Report

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

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

Ward(s) affected: N/A

Report for Key/

Non Key Decision: N/A

1. Describe the issue under consideration

1.1 This report sets out the terms of reference and membership for Overview and Scrutiny and its panels for 2021/22.

2. Recommendations

2.1 The Panel is asked to:

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

(b) Note the policy areas/remits and membership for each Scrutiny Panel for 2020/21 (Appendix C).

3. Reasons for decision

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

4. Overview and Scrutiny Committee

4.1 As agreed by Council on 27 May, the membership of the Overview and Scrutiny Committee for 2020/21 (OSC) is: Cllr Moyeed (Chair); Cllr Pippa Connor (Vice-Chair); Cllr Dana Carlin, Cllr Matt White and Cllr Makbule Gunes. The membership of the Committee also includes the statutory education representatives, who have voting rights solely on education matters.

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

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

5. Scrutiny Panels

- 5.1 Article 6 of the Constitution states the OSC shall appoint Scrutiny Panels in order to discharge the Overview and Scrutiny role.
- 5.2 The specific functions for any Scrutiny Panels established is outlined in Article 6 of the Constitution at 6.3 (b) and 6.3 (c). The procedure by which this operates is detailed in the Scrutiny Protocol:
- The OSC shall establish four standing Scrutiny Panels, to examine designated public services.
 - The OSC shall determine the terms of reference for each Scrutiny Panel.
 - If there is any overlap between the business of the Panels, it is the responsibility of the OSC to resolve the issue.
 - Areas which are not covered by the four standing Scrutiny Panels shall be the responsibility of the main OSC.
 - The Chair of each Scrutiny Panel shall be a member of the OSC, as determined by the OSC at its first meeting.
 - It is intended that each Scrutiny Panel shall be comprised of between 3 and 7 backbench or opposition members, and be politically propionate as far as possible.
 - Each Scrutiny Panel shall be entitled to appoint up to three non-voting co-optees. The Children and Young People's Scrutiny Panel membership will include the statutory education representatives of OSC.
- 5.3 The 2021/22 membership for the four Scrutiny Panels is listed below.

Scrutiny Panel	Membership
Adults and Health	Cllrs Connor (Chair), Mark Blake, Bull, da Costa, Culverwell, Demir, and Peacock
Children and Young People	Cllrs Gunes (Chair), Chiriyankandath, Dixon, Ibrahim, James, Palmer and Stone
Environment and Community Safety	Cllrs Carlin (Chair), Amin, Bull, Culverwell, Emery, Ogiehor and Tabois
Housing and Regeneration	Cllrs Matt White (Chair), Adje, Barnes, Hare, Hearn, Ibrahim and Tucker

- 5.4 The policy areas to be covered by the four existing Scrutiny Panels have been updated. This information, together with the relevant Portfolio holders for each scrutiny body, is attached at Appendix 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 The Haringey representatives on the JHOSC are not entitled to any remuneration. As a result, there are no direct financial implications arising from the recommendations set out in this report. Should any of the work undertaken by Overview and Scrutiny generate recommendations with financial implications then these will be highlighted at that time.

Legal

- 7.2 Under Section 21 (6) of the Local Government Act 2000, an Overview and Scrutiny Committee has the power to appoint one or more sub-committee to discharge any of its functions. The establishment of Scrutiny Panels by the Committee falls within this power and is in accordance with the requirements of the Council's Constitution.
- 7.3 Scrutiny Panels are non-decision making bodies and the work programme and any subsequent reports and recommendations that each scrutiny panel produces must be approved by the OSC. Such reports can then be referred to Cabinet or Council under agreed protocols.

Equality

- 7.4 The Council has a public sector equality duty under the Equalities Act (2010) to have due regard to:
- Tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;
 - Advance equality of opportunity between people who share those protected characteristics and people who do not;
 - Foster good relations between people who share those characteristics and people who do not.
- 7.5 The proposals outlined in this report relate to the membership and terms of reference for the OSC and carry no direct implications for the Council's general equality duty. However, the Committee should ensure that it addresses these duties by considering them within its work programme and those of its panels, as well as individual pieces of work. This should include considering and clearly stating;
- How policy issues impact on different groups within the community, particularly those that share the nine protected characteristics;
 - Whether the impact on particular groups is fair and proportionate;

- Whether there is equality of access to services and fair representation of all groups within Haringey;
- Whether any positive opportunities to advance equality of opportunity and/or good relations between people, are being realised.

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

8. Use of Appendices

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

Appendix B Scrutiny Protocol

Appendix C Overview & Scrutiny Remits and Membership 2021/22

9. Local Government (Access to Information) Act 1985

Appendix A

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.

The Overview and Scrutiny Committee shall appoint Scrutiny Review Panels in order to discharge the Overview and Scrutiny

Appendix A

role for designated public services and will co-ordinate their respective roles.

(b) Policy development and review.

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

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

(c) Scrutiny.

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

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

Appendix A

- (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.

Appendix A

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;

Appendix A

- (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

Appendix A

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.

Appendix A

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;
 - (ixi) To consider all requests for call-in and decide whether to call-in a key decision, how it should be considered and whether to refer the decision to the Cabinet or to Council.
 - (x) To monitor the effectiveness of the Call-in procedure.

Appendix A

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

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

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

Appendix A

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

Appendix A

3. Co-optees

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

4. Education representatives

- 4.1 The Overview and Scrutiny Committee and the Scrutiny Review Panel whose terms of reference relate to education functions that are the responsibility of the Cabinet, shall include in its membership the following representatives:
 - (i) At least one Church of England diocesan representative (voting).
 - (ii) At least one Roman Catholic diocesan representative (voting).
 - (iii) 2 parent governor representatives (voting).

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

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

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

Appendix A

6. Quorum

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

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

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

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

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

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

8. Work programme

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

9. Agenda items for the Overview and Scrutiny Committee

9.1 Any member of the Overview and Scrutiny Committee shall be entitled to give notice to the proper officer that he/she wishes an item relevant to the functions of the Committee to be included on the agenda for the next available meeting of the Committee. On receipt of such a request the proper officer will ensure that it is included on the next available agenda.

Appendix A

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

10. Policy review and development

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

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

11. Reports from the Overview and Scrutiny Committee

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

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

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

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

Appendix A

body/he/she must then refer the matter to the next appropriate meeting of the Cabinet for debate before making a decision.

13. Rights and powers of Overview and Scrutiny Committee members

13.1 Rights to documents

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

13.2 Powers to conduct enquiries

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

13.3 Power to require Members and officers to give account

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

Appendix A

- (b) the extent to which the actions taken implement Council policy (or NHS policy, where appropriate); and
- (c) their performance.

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

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

14. Attendance by others

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

15. Call-in

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

16. Councillor Call for Action (CCfA)

Appendix A

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

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

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

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

- (a) The Overview and Scrutiny Committee shall consider the following business as appropriate:
 - (i) apologies for absence;
 - (ii) urgent business;
 - (iii) declarations of interest;
 - (iv) minutes of the last meeting;
 - (v) deputations and petitions;
 - (vi) consideration of any matter referred to the Committee for a decision in relation to call-in of a key decision;
 - (vii) responses of the Cabinet to reports of the Committee;
 - (viii) business arising from Area Committees;
 - (ix) the business otherwise set out on the agenda for the meeting.
- (b) A Scrutiny Review Panel shall consider the following business as appropriate:

Appendix A

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

17A. Declarations Of Interest Of Members

- (a) If a member of the Overview and Scrutiny Committee or Scrutiny Review Panel has a disclosable pecuniary interest or a prejudicial interest as referred to in Members' Code of Conduct in any matter under consideration, then the member shall declare his or her interest at the start of the meeting or as soon as the interest becomes apparent. The member may not participate or participate further in any discussion of the matter or participate in any vote or further vote taken on the matter at the meeting and must withdraw from the meeting until discussion of the relevant matter is concluded unless that member has obtained a dispensation from the Council's Standards Committee.

Appendix A

- (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.

Appendix B

PROTOCOL COVERING OVERVIEW AND SCRUTINY COMMITTEE (OSC)

1. INTRODUCTION

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

2. AIMS OF THE OVERVIEW AND SCRUTINY COMMITTEE

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

3. RESPONSIBILITIES

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

¹ Section 19 of the Police and Justice Act 2006

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

Appendix B

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

Scrutiny Review Panels

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

4. MEMBERSHIP AND CHAIR

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

Scrutiny Review Panels

- 4.3 The chair of each Scrutiny Review Panel shall be a member of the OSC, and shall be determined by the OSC at their first meeting.

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

Appendix B

- 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.

Scrutiny Review Panels

Appendix B

- 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.

Appendix B

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**

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 A

PART TWO – ARTICLES OF THE CONSTITUTION

Last updated 24 July 2017

Article 6 - Overview and Scrutiny

6.01 Terms of reference

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

6.02. General role

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

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

6.03 Specific functions

(a) Scrutiny Review Panels.

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

(b) Policy development and review.

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

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

(c) Scrutiny.

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

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

(d) Finance

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

(e) Annual report.

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

6.04 Proceedings of Overview and Scrutiny Committee

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

6.05 Votes of No Confidence

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

PART THREE – RESPONSIBILITY FOR FUNCTIONS

SECTION B

Last updated 24 July 2017

SECTION 2 – COMMITTEES

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

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

4. Overview and Scrutiny Committee

The Overview and Scrutiny Committee may:

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

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

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

SECTION 3 - SUB-COMMITTEES AND PANELS

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

2. Under Overview and Scrutiny Committee

2.1 Scrutiny Review Panels

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

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

Last updated 21 July 2014

1. The arrangements for Overview and Scrutiny

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

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

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

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

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

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

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

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

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

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

3. Co-optees

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

4. Education representatives

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

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

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

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

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

6. Quorum

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

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

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

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

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

8. Work programme

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

9. Agenda items for the Overview and Scrutiny Committee

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

10. Policy review and development

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

11. Reports from the Overview and Scrutiny Committee

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

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

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

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

13. Rights and powers of Overview and Scrutiny Committee members

13.1 Rights to documents

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

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

13.2 Powers to conduct enquiries

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

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

13.3 Power to require Members and officers to give account

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

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

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

14. Attendance by others

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

15. Call-in

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

16. Councillor Call for Action (CCfA)

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

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

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

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

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

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

17A. Declarations Of Interest Of Members

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

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

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

18. The Party Whip

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

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

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

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

Appendix B

PROTOCOL COVERING OVERVIEW AND SCRUTINY COMMITTEE (OSC)

1. INTRODUCTION

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

2. AIMS OF THE OVERVIEW AND SCRUTINY COMMITTEE

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

3. RESPONSIBILITIES

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

¹ Section 19 of the Police and Justice Act 2006

- (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

- 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.

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

- 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.

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.
- 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**
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.

Protocol for Non - Voting Co-opted Members

Introduction

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

2. Non - Voting Co-opted members

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

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

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

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

3. Appointment process

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

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

3.3 Community organisations will be sent:

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

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

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

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

4. Term of office

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

5. Code of Conduct

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

This page is intentionally left blank

APPENDIX C: Overview & Scrutiny Remits and Membership 2021/22

Scrutiny Body	Areas of Responsibility	Cabinet Links
<p>Overview & Scrutiny Committee Cllrs Moyeed (Chair), Connor (Vice Chair), Carlin, Gunes, White</p> <p>The Committee shall also comprise statutory education representatives, who shall have voting rights solely on education matters</p>	Communications; Co-production and co-design; Corporate governance, performance, policy and strategy; Communities and the voluntary sector; Covid-19: Response and resilience; Equalities; External Partnerships; Fairness Commission implementation	Cllr Peray Ahmet Leader of the Council
	Adult learning, training and skills; Council HR and Staff Well-Being; Corporate Recruitment; Culture; Electoral Registration and Electoral Services; Emergency Planning; Information Management; Insourcing Policy and Delivery; Tackling Unemployment and Worklessness	Cllr Julie Davies Cabinet Member for Employment, Skills and Corporate Services
	Accommodation Strategy; Capital Strategy; Council Finances, Budget and MTFs; Community buildings Council Finances; Council Tax Policy; Procurement; Property portfolio	Cllr Isidoros Diakides Cabinet Member for Finance and Transformation

Scrutiny Body	Areas of Responsibility	Cabinet Links
	Business Engagement; Community Wealth Building Local Economic Growth; SME Business Development Town Centre Management and High Street Strategy	Cllr Ruth Gordon Cabinet Member for House Building, Place-Making and Development
	Customer Services; IT and Digital transformation; Revenue & benefits, including ethical debt;	Cllr Seema Chandwani Customer Service, Welfare and the Public Realm
	Cross cutting, significant or high profile issues; Matters outside the remit of individual panels	To be determined according to issue
Adults & Health Scrutiny Panel Cllrs Connor (Chair), Mark Blake, Bull, da Costa, Culverwell, Demir, and Peacock	Adult Social Care; Connected Communities; Food Security; Health and Social Care Integration; Mental Health and Well-Being; Public Health; Safeguarding Adults; Services for Adults with Disabilities and Additional Needs; Violence Against Women and Girls (VAWG) Prevention.	Cllr Lucia das Neves Cabinet Member for Health, Social Care and Well-Being
Children & Young People Scrutiny Panel Cllrs Gunes (Chair), Chiriyankandath, Dixon, Ibrahim, James, Palmer and Stone plus	Adoption and Fostering; Child and Adolescent Mental Health Services (CAMHS) Early help; Early Years and Child Care;	Cllr Zena Brabazon Cabinet Member for Children, Education and Families

Scrutiny Body	Areas of Responsibility	Cabinet Links
the statutory education representatives of OSC	Libraries; Looked-after Children and Care Leavers; Refugee and migrant support; Safeguarding Children; Schools and Education; Services for Children with Disabilities and Additional Needs; 16-19 Education; Youth services and youth justice	
Environment & Community Safety Scrutiny Panel Cllrs Carlin (Chair), Amin, Bull, Culverwell, Emery, Ogiehor and Tabois	Air Quality; Biodiversity and Trees; Carbon Management and Zero 50; Liveable Neighbourhoods; North London Waste Authority ; Parks and leisure; Strategic Transport including LTNs and School Streets; Renewable energy; Sustainability	Cllr Mike Hakata Cabinet Member for Environment, Transport and the Climate Emergency and Deputy Leader of the Council
	Parking and Parking Transformation; Street Scene Improvement and the Public Realm; Waste Management and Enforcement	Cllr Seema Chandwani Cabinet Member for Transformation and Public Realm Investment
	Community Safety, including tackling serious youth violence	Cllr Ahmet Leader of the Council
Housing & Regeneration Scrutiny Panel	Building Regulations; Decent Homes and health and safety issues in housing stock	Cllr John Bevan Cabinet Member for Planning, Licensing and Housing Services

Scrutiny Body	Areas of Responsibility	Cabinet Links
Cllrs Matt White (Chair), Adje, Barnes, Hare, Hearn, Ibrahim and Tucker	Empty Homes; Homelessness and Rough Sleeping; Homes for Haringey including Resident engagement; Landlord Licensing and Enforcement; Licensing and regulatory services Partnerships with Social Landlords; Private Rented Sector; Local Plan; Partnerships with social landlords; Planning policy, framework and enforcement; Private Rented Sector; S106 and Community Infrastructure Levy	
	Council House Building Programme; Housing Strategy and Development; Estate renewal;	Cllr Ruth Gordon House Building, Place-Making and Development
If there is any overlap between the business of the Panels, it is the responsibility of the OSC to resolve the issue. Areas which are not covered by the 4 standing Scrutiny Panels shall be the responsibility of the main OSC.		

Report for: Environment and Community Safety Scrutiny Panel – 28 June

Title: Appointment of Non Voting Co-opted Member

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

Lead Officer: Philip Slawther, Principal Committee Coordinator, 020 8489 2957
philip.slawther2@haringey.gov.uk

Ward(s) affected: All

Report for Key/ Non Key Decision: N/A

1. Describe the issue under consideration

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

2. Cabinet Member Introduction

N/A

3. Recommendations

3.1 That a representative from Haringey Association of Neighbourhood Watches be appointed as a non voting co-opted Member of the Panel for the 2021/22 Municipal Year;

4. Reasons for decision

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

5. Alternative options considered

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

6. Background information

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

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

➤ Adults and Health

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

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

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

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

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

6.6 By bringing a diverse spectrum of experience and adding a different perspective to many items, non voting co-optees are expected to add value to scrutiny by performing the following roles:

- To act as a non-party political voice for those who live and/or work in Haringey.
- To bring specialist knowledge and/or skills to the Overview and Scrutiny process and to bring an element of external challenge by representing the public.
- To establish good relations with members, officers and co-optees.
- To abide by the relevant sections of the Council's Constitution in terms of the rules and procedures for Overview and Scrutiny.

6.7 It is expected that non voting co-optees will:

- Attend formal meetings of the Panel, which are usually held in the evening.
- Attend additional meetings and evidence gathering sessions such as site visits.
- Prepare for meetings by reading the agenda papers and additional information to familiarise themselves with the issues being scrutinised.

- Prior to meetings consider questions they may wish to put to Cabinet Members, officers and external witnesses.
- Help the Panel to make practical suggestions for improvements to services.
- Assist in the preparation of reports and the formulation of recommendations.
- Contribute to the development of the annual scrutiny work programme.
- Keep abreast of key issues for the authority and bear these in mind when scrutinising services and making recommendations for improvement.

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

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

Finance and Procurement

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

Legal

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

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

Equality

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

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

- Foster good relations between people who share those characteristics and people who do not.

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

8 Use of Appendices

None.

9 Local Government (Access to Information) Act 1985

N/A

Report for: Environment and Community Scrutiny Panel, 28 June 2021

Title: Transport Planning Update

Report authorised by Rob Krzyszowski - Assistant Director, Planning, Building Standards & Sustainability

Lead Officer: Maurice Richards – Transport Planning Team Manager
Neil Goldberg – Transport Planning

Ward(s) affected: ALL

Report for Key/ Non Key Decision: N/A

1. Describe the issue under consideration

1.1 The Environment and Community Scrutiny Panel has asked for an update on the Council's Transport Planning programmes, including the draft Walking and Cycling Action Plan (WCAP), the Low Traffic Neighbourhood (LTN) Programme, Transport for London (TfL) funding update (post covid) and actions being taken to reduce congestion and improve east to west transport links. Each issue is addressed below.

2. Recommendations

2.1. The Scrutiny Panel is asked to note this update report.

3. Reasons for decision

3.1. N/A

4. Alternative options considered

4.1. N/A

5. Background information

5.1. Haringey is embarking on an ambitious programme to increase rates of walking, cycling and the use of public transport in the borough. In 2018 the Council adopted its Transport Strategy which set the following ambitious vision: ***'a transport system that matches our growth and prosperity ambitions, whilst also improving our environment, providing accessible choices and making walking, cycling and the use of public transport a first choice for all.'*** The Strategy set out the following priorities for the Council: to reduce the reliance on the private car, increase walking and cycling, enhance the public transport network, tackle air quality and improve quality of life and wellbeing.

5.2. Since the adoption of the Strategy, Haringey declared a Climate Change Emergency in March 2019 which puts tackling climate change at the heart of all decision making in Haringey. This declaration prioritised the need to tackle climate change through our transport system by reducing car journeys and enabling more walking and cycling. The Council has also adopted the following action plans which support the delivery of the 2018 Transport Strategy and the priorities of the Climate Change Emergency: The Ultra-Low

Emissions Vehicle (ULEV) Action Plan 2019¹, the Air Quality Action Plan 2019² and the Climate Change Action Plan 2021³.

5.3. In February 2021, the Council agreed to publish its draft Walking and Cycling Action Plan (WCAP) for public consultation. The public consultation on the WCAP will begin in summer 2021. The WCAP sets the actions the Council will take over the next 10 years to enable more walking and cycling in the borough. Further details and updates on the WCAP are provided below.

5.4. Haringey's funding to support the delivery of walking and cycling measures has been historically and largely from TfL. In a 'normal' year, Haringey receives around £1.9m from TfL through the 'Local Implementation Plan' (LIP) to deliver transport schemes. Following the outbreak of Covid, the funding from TfL was re-gearred towards the Mayor of London's Streetspace Plan in response to Covid-19. We reported to Scrutiny Panel back in September 2020 on our successful bids for Streetspace Plan funding under the first tranche. Since September 2020, the Council has been awarded additional funding to engage on, develop designs for, consult and implement 3 Low Traffic Neighbourhoods (LTNs). Further details on the LTNs are provided later in the report. This funding was awarded in December 2020 under tranche two of the funding.

5.5. Longer term funding from TfL remains uncertain. Discussions between TfL and the Department for Transport over a longer-term bailout are ongoing. This uncertainty is discussed later in the report, including the steps Haringey Council has taken to secure its own capital funding to further the delivery of our walking and cycling ambitions.

5.6. The next sections will update the Panel on the following requested items:

- Draft Walking and Cycling Action Plan
- Low Traffic Neighbourhoods (LTN)
- TfL and Council capital funding update
- Actions to reduce congestion
- Improving east to west transport links
- Scrutiny Cycling Review 2016

6. Draft Walking and Cycling Action Plan (WCAP)

6.1. The WCAP supports more walking and cycling in the borough to fulfil Haringey's ambitions to have a reputation for being a walking and cycling borough both regionally and nationally. It will help drive the active travel agenda, improve the health and well-being of residents, improve the environment, and will better enable the Council to bid for, and prioritise, funding to help deliver our priorities.

6.2. The Draft WCAP was approved for public consultation by the Council in February 2021. The May elections and the rules governing the pre-election period meant the Council had to delay the consultation until after the elections. The draft WCAP will be published for public consultation in summer 2021. The exact dates are to be agreed.

6.3. The draft can be found here - <https://www.haringey.gov.uk/draftwcp>

¹ [ultra_low_electric_vehicle_action_plan_2019-2029.pdf \(haringey.gov.uk\)](#)

² [haringey_final_aqap_2019-24_signed.pdf](#)

³ https://www.haringey.gov.uk/sites/haringeygovuk/files/final_haringey_climate_change_action_plan_-_march_2021.pdf

6.4. Officers are currently working on a Communication and Engagement Plan for the WCAP which will set out the objectives, priorities, and challenges for the public consultation, including recommendations for reaching those seldom heard and ensuring the community can participate both online and offline. Covid 19 has changed how we can engage with the community. We will monitor any changes to the guidance on social distancing and where possible, introduce face to face activities into the consultation. This plan will be available for circulation prior to the launch of the public consultation.

6.5. The Council has brought forward several of the actions and projects in the emerging draft WCAP to respond to the Covid 19 pandemic. These projects include our Streetspace Plan funded projects⁴ which were presented to Scrutiny Panel in September 2020 and our LTN programme discussed later in this report.

7. Low Traffic Neighbourhoods (LTNs)

7.1. In December 2020 under tranche two of the Mayor of London's Streetspaces Fund, Haringey was awarded £860,000 to deliver three LTNs. These LTNs are:

- St Ann's
- Bruce Grove
- Bounds Green

7.2. Maps of the LTNs can be found on the Council's dedicated LTN webpage <https://www.haringey.gov.uk/low-traffic-neighbourhoods>.

7.3. Each LTN has a project programme, a communications and engagement plan, a monitoring plan which sets out how, and where, the Council will be monitoring traffic and air quality and an Equalities Impact Assessment (EqIA) on the communication and engagement plan. Officers are working on three further documents, a transport impact assessment, a business perception survey and an EqIA on the LTN consultation designs.

7.4. Since the award of funding, the Council has concluded early engagement with residents, stakeholders and councillors which included the launch of an online consultation map, public meetings, community design workshops and targeted stakeholder meetings with the emergency services, disability and access groups, schools, TfL and local business and trader partnerships. To ensure we reach those seldom heard and those without internet access, letters have been delivered by hand to all addresses in, and adjacent to, the LTN areas and we have a dedicated phone number for residents to leave voice messages and a postal address for residents to respond to the Council by writing. An analysis of the early engagement for each LTN area is available on the Council's dedicated LTN webpage: <https://www.haringey.gov.uk/low-traffic-neighbourhoods>.

7.5. The next stage of the process will be public consultation on the LTN designs which will commence in early July 2021.

7.6. We have attached a presentation (Appendix A) to this report which was presented to all Councillors at a briefing meeting on 20 May 2021 and provides more detail on the LTN process and outlines the initial design options we presented to the community between 17-28 May 2021.

7.7. There is no requirement for boroughs to monitor the direct impact of the Streetspace schemes, but TfL publish annual mode share figures to inform the borough progress. These reports can be found here: <https://tfl.gov.uk/corporate/publications-and-reports/travel-in-london-reports>. Going forward the Council will be monitoring the impact of

⁴ <https://www.haringey.gov.uk/parking-roads-and-travel/travel/transport-strategy/haringey-s-streetspace-plans>

Low Traffic Neighbourhoods and we are exploring opportunities to develop and install strategic hi tech cameras across the borough which capture how our streets and roads are being used. This will monitor all our walking and cycling schemes in the future.

8. TfL and Council capital funding update

8.1. On 1 May 2020 TfL announced to the boroughs that all TfL funded projects, including our annual Local Implementation Plan (LIP) allocation of £1.9m, would be suspended and boroughs would need to submit proposals to access a new funding package called ‘The London Streetspace Plan’⁵. The suspension of existing funding was the result of a fall in passenger numbers and revenue during the Covid 19 pandemic lockdown period. The Streetspace Plan was funded by a settlement package to TfL from the DfT. This meant the third year of our adopted LIP 3 2019-2022 was re-prioritised to deliver the Streetspace Plan. The first two years was successfully delivered in accordance with the adopted LIP 3 which can be found here: <https://www.haringey.gov.uk/parking-roads-and-travel/travel/transport-strategy/haringey-local-implementation-plan-2019-2022-consultation>. The LIP priorities for walking and cycling have been replicated and expanded in the draft WCAP.

8.2. Haringey was successfully awarded £1.1m in the first tranche of funding last summer and in December 2020 was awarded an additional £860,000 to deliver the three LTNs in the second tranche. The Council had expected the £1.9m LIP to be reinstated for 2021/22, however TfL was unable to secure a bailout beyond 28 May 2021. On 1 June 2021 it was announced that a further funding deal had been agreed between government and TfL extending financial support to TfL to December 2021. Whilst the LIP allocation remains suspended, the funding agreement does however set aside a sum for active travel programmes to be shared between TfL and London’s Boroughs. The Council is required to submit a range of information to TfL by 25 June which will inform the allocation it receives. Unlike previous funding tranches it will be a strictly competitive bidding process and is instead based on alignment with four TfL priorities which seek to enable continued delivery of important activity and the retention of core staff.

8.3. As mentioned above, funding to support the delivery of walking and cycling measures has been largely from TfL. The uncertainty of TfL funding and the ambitions of the WCAP has led to the Council also bringing forward £5.1m of its own capital from Strategic Community Infrastructure Levy (SCIL) funds to support the rollout of projects in the draft Walking and Cycling Action Plan and to support existing Streetspace Plan funded schemes.

	21/22	22/23	23/24
Council	£5.1m		
	+ other capital funding (eg schools streets, streetspace)		
TfL*	TBC by TfL but expect	TBC by TfL but expect	TBC by TfL but expect
	£1.9m (£310,000 received up to 28 th May 2021)	£1.9m	£1.9m

⁵ <https://tfl.gov.uk/travel-information/improvements-and-projects/streetspace-for-london>

9. Actions to reduce congestion

9.1. Outcome 4 of Haringey's adopted Transport Strategy 2018 states the Council will achieve 'A well maintained road network that is less congested and safer'. The Council is committed to reducing unnecessary traffic congestion and delays on our road network. The Council prioritises reducing the use of the private motorcar in favour of walking, cycling and public transport and for those who need to drive. The Council uses data from a number of sources to measure congestion and, where possible, officers work on improvements to the network to mitigate any impacts.

9.2. Our LTN programme for example will result in traffic reduction and thereby reduce congestion. LTNs designed and implemented properly, and over time, have the best chances of achieving this. It can take time for travel patterns to change and the Council will be introducing measures to alleviate traffic on adjacent roads to the LTN. Any resulting traffic in the short term reduces as drivers adjust routes and behaviours to avoid these areas or changing modes of transport. LTNs do not simply shift traffic from one place to another but lead to an overall reduction in the numbers of motor vehicles on roads. The Railton LTN⁶ in Lambeth has resulted in traffic volumes decreasing across the whole area (inside/ boundary roads) by 31%, with traffic volume decreasing within the LTN by 58%, and on boundary roads decreasing by 21%. People cycling within the LTN has increased by 51%.

9.3. The Council is also working in partnership with our transport providers, buses, trains and underground services, to improve station accessibility, increase bus reliability, capacity and frequency, and increase bus services (explained further below). This will enable more people to use the public transport network and help reduce congestion on Haringey's roads.

10. Improving east to west transport links

10.1 Cycling – The draft WCAP prioritises several new east to west cycleways including links between Tottenham and Wood Green and Crouch End and connections into our neighbouring boroughs. Officers are also working with TfL to increase cycling connections on the TfL road network which are mostly the main roads across the borough.

10.2 Buses - Haringey officers are working with TfL bus planners to increase bus services to highly desired destinations in the east and west, such as hospitals, including the Royal Free Hospital in Hampstead, as well as shopping destinations. Haringey has several important long range bus routes which officers and TfL are looking at improving reliability and services and reducing capacity pressures. This work also includes introducing bus services into the Haringey Heartlands area of Wood Green with longer range bus services reaching the east and west of the borough.

10.3 Accessibility - Haringey is working in partnership with Transport for London, Network Rail and GTR rail to introduce step free access at all the stations in the borough. Improving access will enable more residents to use these stations which are important transport interchanges from central London to central parts of Haringey and continuing journeys by other modes to the east and west of the borough.

11. Scrutiny Cycling Review 2016

11.1 In 2016 the Environment and Community Scrutiny Panel conducted a review of cycling in the borough. The panel chose this topic as it is relevant to the Council's aim of building a

⁶ <https://love.lambeth.gov.uk/first-monitoring-report-for-the-railton-low-traffic-neighbourhood-published/>

happier and healthier Haringey and increasing the use of cycling as a mode of transport is one of the Council's key priorities. The review was intended to complement and support the work being done by the Council and its partners. The panel conducted this review through research documentation and relevant local and national guidance, interviews with key stakeholders and local organisations and visits to and investigation of practice in other local authority areas including Cambridge and Waltham Forest. The final report was approved by Cabinet on 18 October 2016.

- 11.2 The last progress update was December 2018. Since December 2018 the adopted Transport Strategy is fully embedded in all our transport projects and policies. The Council is also rapidly moving forward its Streetspace projects. In February 2021 the Council approved for public consultation its Draft Walking and Cycling Action Plan which puts many of the review recommendations into actions and policies.

Appendices

Appendix A: Presentation on Low Traffic Neighbourhoods

LOW TRAFFIC NEIGHBOURHOODS IN HARINGEY

Presentation to Councillors
20 May 2021

Project update

- Early engagement on Commonplace and other channels closed in early March 2021
- Public meetings held Early March 2021
- Reviewing the feedback and feeding this into design development
- Appointed consultants
- Stakeholder meetings – Emergency services, Schools, Disability and Access Groups and Green Lanes Trader Group Chair
- Pre election period 22 March to 6 May 2021
- Internal design development
- Design workshops
- Monitoring plans, communication plans and project programme
- Commissioning Business Perception Survey
- Disabled People and Carers Survey
- Dedicated webpage kept updated. Communications offline and online.

Funding update

- Funding awarded in TfL Streetspace fund Tranche 2 - **£860,000 for three LTNs in St Ann's, Bruce Grove and Bounds Green**
- Initial allocation of £145,000 for community engagement and design from TfL
- Funding secured from the Local Implementation plan - £50,000
- Total funding - £195,000 available now (the rest to follow – date to be confirmed by TfL and will be based on successful completion/spend of initial allocation – programme review end of financial year)

Traffic Counting and Air Quality Data collection and monitoring

Traffic counting



vivacitylabs.com

Air quality monitoring



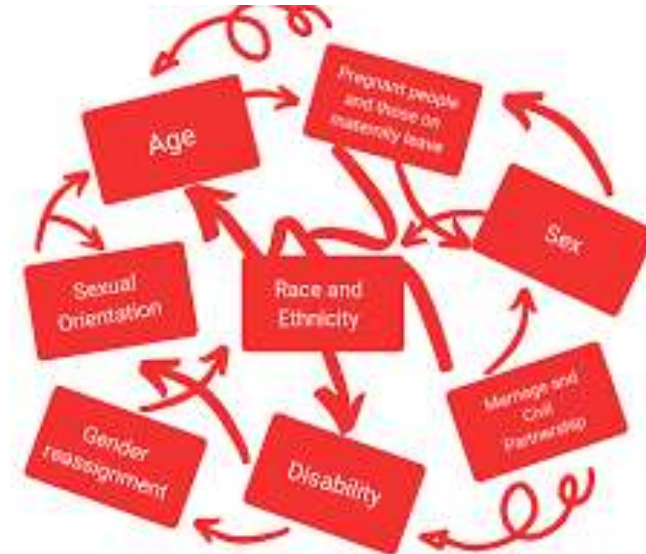
Evidence Base

Transport Impact Assessment

Equalities Impact Assessments x2



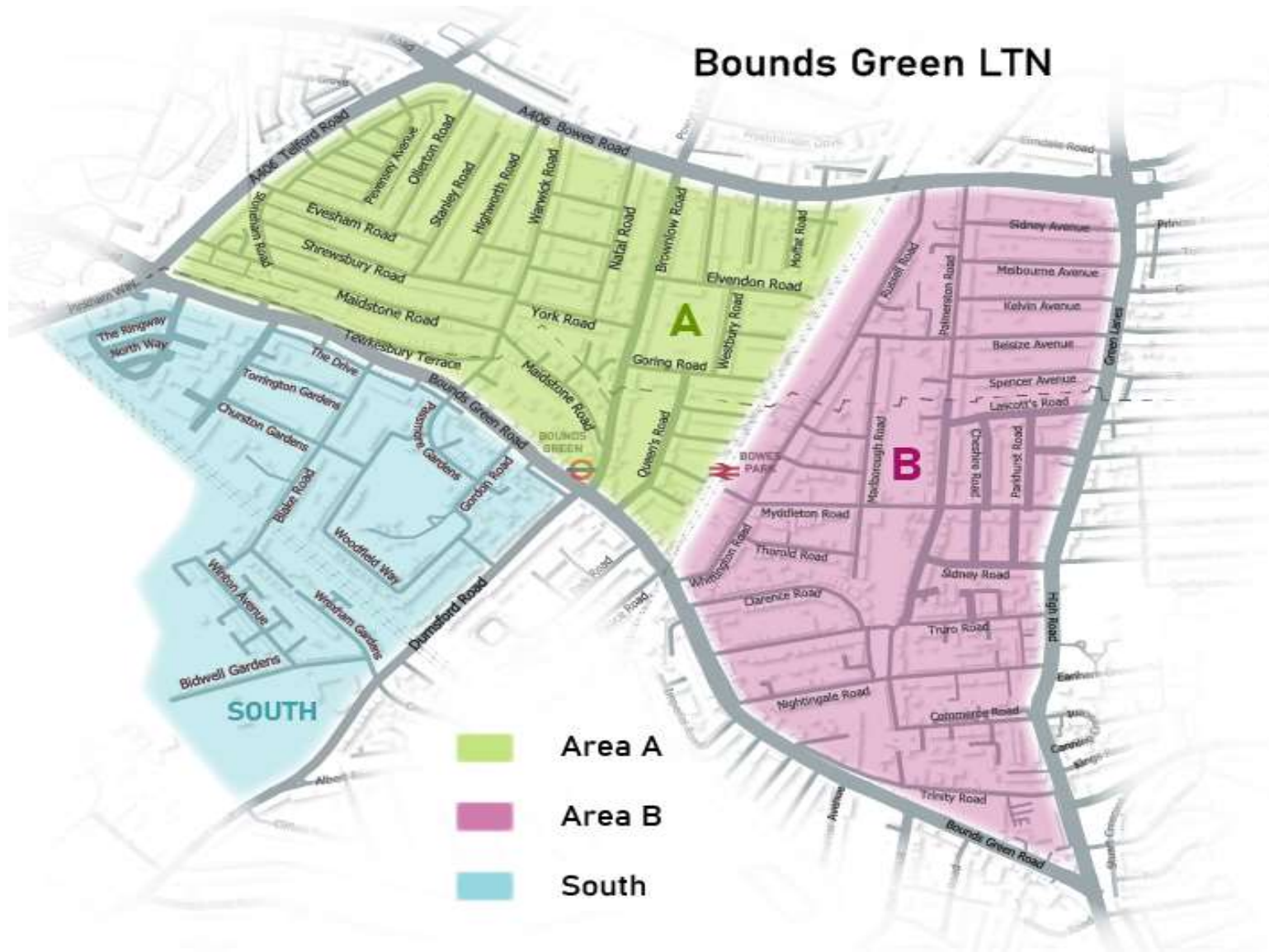
Tfl.gov.uk



Lse.gov.uk

BOUNDS GREEN LOW TRAFFIC NEIGHBOURHOOD

Bounds Green LTN



- Area A
- Area B
- South

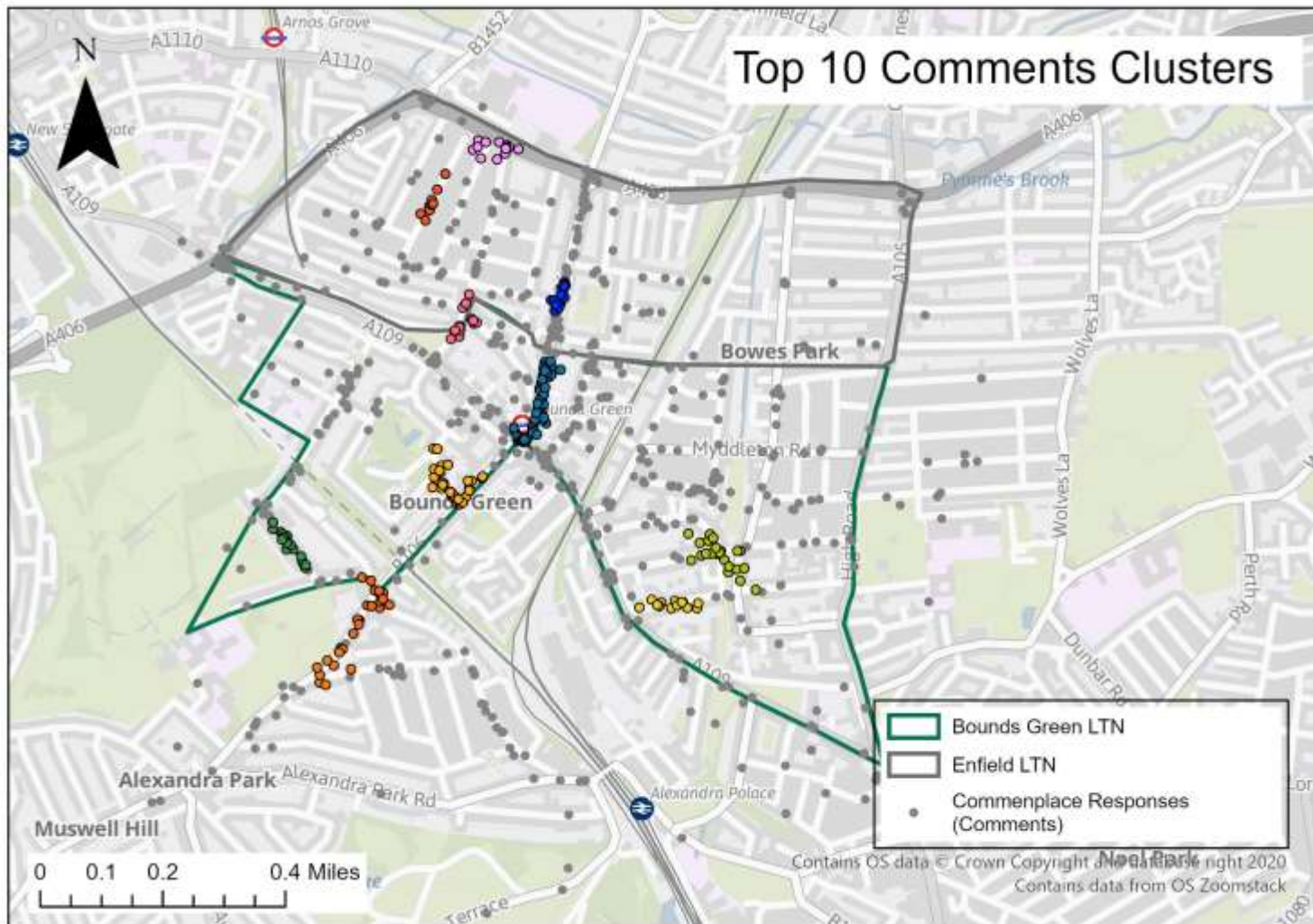
Joined up with Enfield

- Letter from Enfield Leader and Deputy Leader to Cllr White and Cllr Ejiiofor- 20 January 2021
- Agreeing to jointly ending up with a single cross-boundary LTN
- Weekly meetings with Enfield staff who also attend our Bounds Green project meetings
- Sharing report, data and insight from engagement
- Timing of projects -
 - Enfield are reviewing the Bowes Scheme
 - Haringey engaging on designs
- Committed to working together and consider impacts in a coordinated way.

Bounds Green Survey results

- 1,484 people visited the website
- 649 confirmed respondents left comments or agreements.
- There were 802 comments and 3196 'agreements' where people read a comment and then clicked 'agree'.
- The most common issue raised by respondents was 'Air Quality Concerns' accounting for 12% of all comments and agreements, followed by 'Traffic Congestion' and 'Traffic Volumes.'
- The most common suggestions made was "Reduce Traffic Volumes" accounting for 14% of all comments and agreements, followed by "Measures to Improve Air Quality" and "Reduce Traffic Speeds."

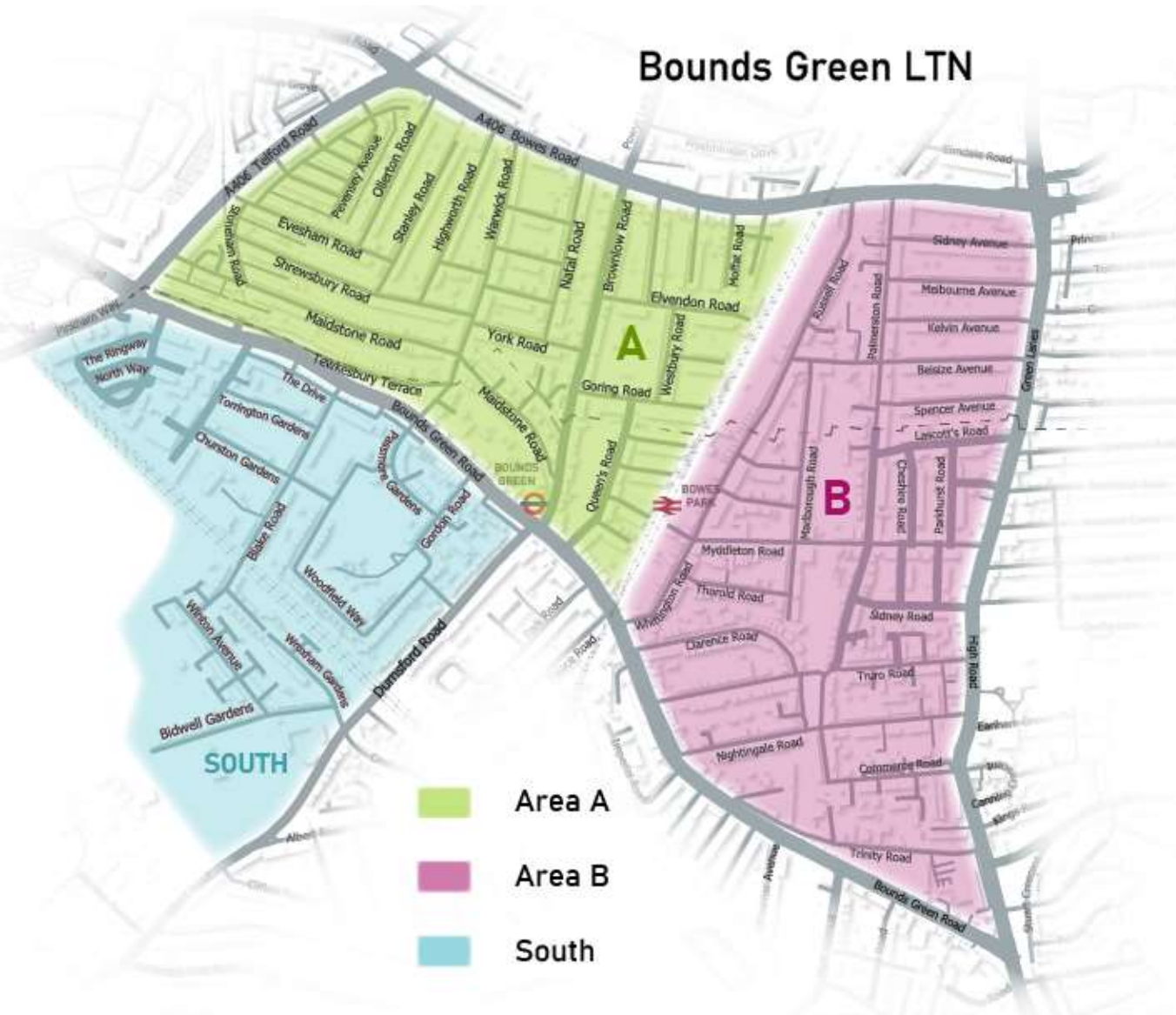
Where are the issues?



What are the issues?

Top 5 Comment Cluster Hotspots	Key issues raised (comments + agreements)	Key solutions suggested
1. Brownlow Road/Bounds Green Station	<ol style="list-style-type: none"> 1. Air quality (248) 2. Traffic congestion/volume (231) 3. Walking safety concerns (173) 4. Cut through/speeding traffic (129) 5. Traffic safety concerns (126) 	<ol style="list-style-type: none"> 1. Improve air quality (161) 2. Reduce traffic volume (145) 3. Reduce speeding/enforcement (70) 4. Remove banned turns (36)
2. Brownlow Road/York Road Junction	<ol style="list-style-type: none"> 1. Air quality (125) 2. Traffic congestion/volume 3. Traffic safety concerns (70) 	<ol style="list-style-type: none"> 1. Improve air quality (76) 2. Reduce speeding/enforcement (64) 3. Remove banned turns (28) 4. More cycling infrastructure (10)
3. Woodfield Way/Gordon Road/ Durnsford Road junction	<ol style="list-style-type: none"> 1. Cut through/speeding traffic (110) 	<ol style="list-style-type: none"> 1. Reduce traffic volume (82) 2. Reduce speeding/enforcement (47)
4. Winton Avenue	<ol style="list-style-type: none"> 1. Cut through/speeding traffic (173) 2. Traffic congestion/volume (103) 3. Traffic safety concerns (75) 	<ol style="list-style-type: none"> 1. Reduce traffic volume (175) 2. More cycling infrastructure (11)
5. Clarence Road/Truro Road/Finsbury Gardens junction	<ol style="list-style-type: none"> 1. Air quality (145) 2. Cut through/speeding traffic (127) 3. Traffic congestion/volume (92) 4. Walking safety concerns (55) 	<ol style="list-style-type: none"> 1. Reduce traffic volume (102) 2. Reduce speeding/enforcement (67) 3. Improve air quality (49)

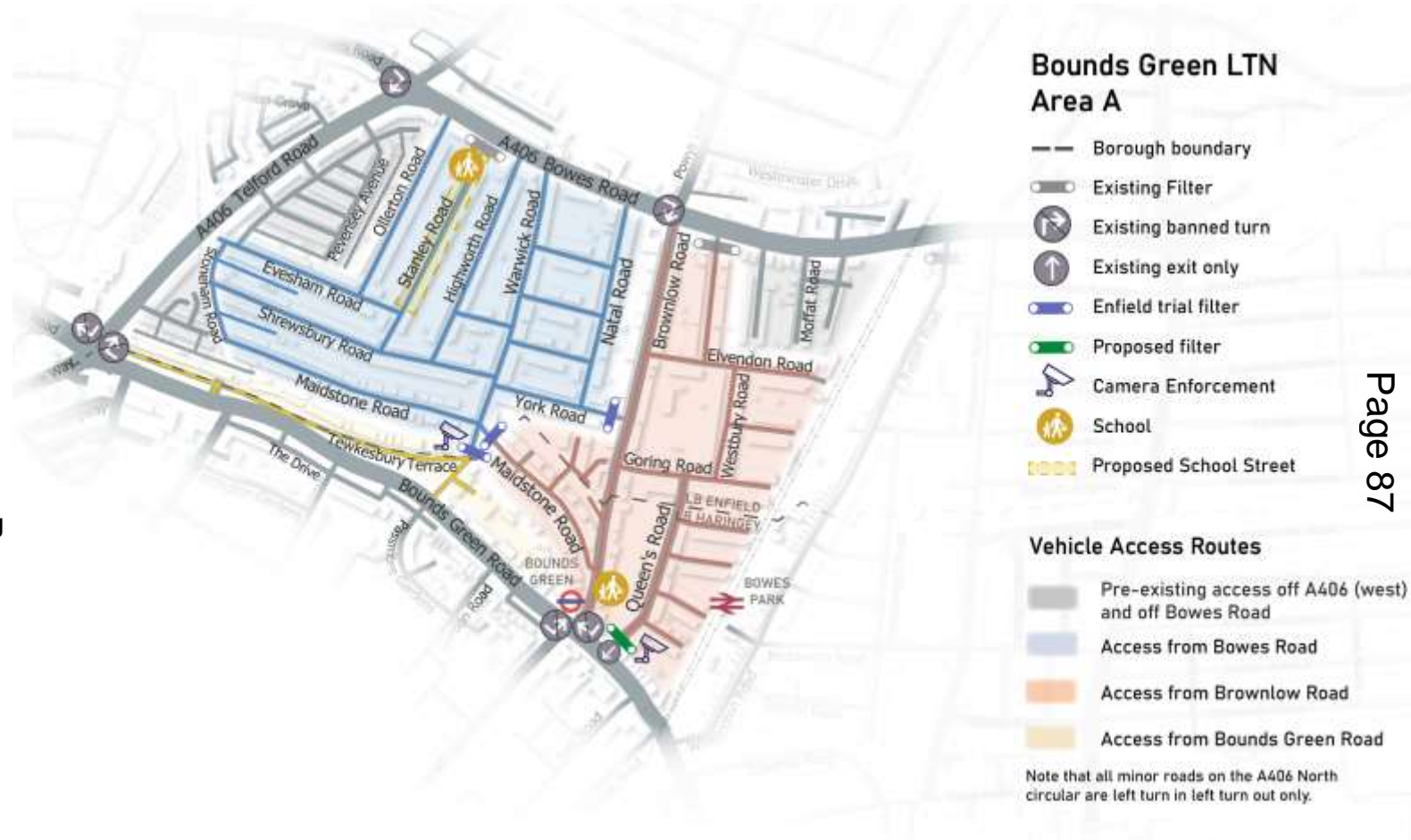
Bounds Green LTN
















- Three sub-areas with multiple design options
- Banned turns at Brownlow Road (north and south) and Bounds Green Road cannot be reinstated within the implementation timeframe of the low traffic neighbourhood
- options for each area can be mixed and matched for the overall scheme.

AREA A

- Filters according to current configuration in Enfield Bowes LTN.
- Added filter on Queens Road to prevent its use as alternative westbound to Bowes Road
- Most access from Bowes Road A406 and Brownlow Road
- Minimises traffic on / via Bounds Green Road, allowing for congestion relief through additional green time.
- Minimum number of filters required



Bounds Green LTN Area B Option 1












-  Borough boundary
-  Existing Filter
-  Reinstated turn
-  Existing one way
-  Enfield trial filter
-  Proposed filter
-  School
-  Proposed School Street
-  Camera Enforcement
-  Police Station
-  Ambulance Station
-  Access from Bounds Green Road
-  Access from Green Lanes



AREA B

- Places most filters along New River path (parallel to Palmerston Road) creating opportunities for place-making, continuous walking/cycling path.
- Added 2nd filter on Palmerston Road to prevent its use as a parallel route to congested Green Lanes. Monitoring is recommended (some parallel routes open)

Bounds Green LTN Area B Option 2














-  Borough boundary
-  Existing Filter
-  Reinstated turn
-  Existing one way
-  Enfield trial filter
-  Proposed filter
-  School
-  Proposed School Street
-  Camera Enforcement
-  Police Station
-  Ambulance Station
-  Access from Bounds Green Road
-  Access from Green Lanes



AREA B

- Similar placement - 2 filters altered - diagonal filter may be easier for residents and prevents 3 point turning.
- Slightly more properties access from the north compared to option 1
- Added 2nd (diagonal) filter on Palmerston Road to prevent its use as a parallel route to congested Green Lanes. Monitoring recommended

Bounds Green LTN Area B

-  Borough boundary
-  Existing Filter
-  Reinstated turn
-  Existing one way
-  Enfield trial filter
-  Proposed filter
-  School
-  Proposed School Street
-  Camera Enforcement
-  Police Station
-  Ambulance Station
-  Access from Bounds Green Road
-  Access from Green Lanes



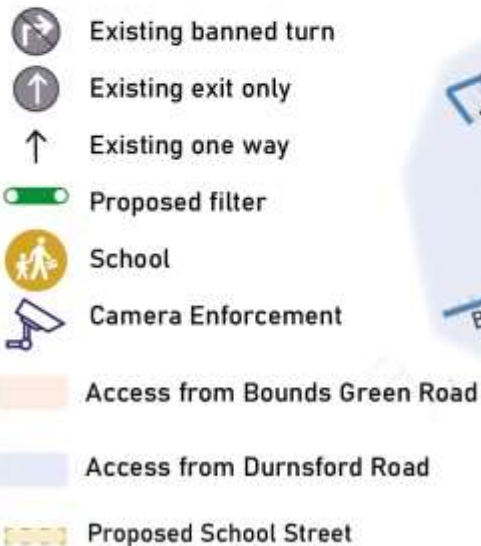
Option 1



Option 2

SOUTH

Bounds Green LTN South Area - Option 1



- This option assumes a school street (timed closure) can be implemented on Blake Road.
- Filter arrangement loop for driving parents from Bounds Green Road to pick up and drop off without reversing or undertaking 3 point turns (potential road safety issue without school street. Three point turns are also less of a concern outside of school pick-up and drop-off.
- Pocket park/pedestrianisation of Rhys Avenue filter off of Durnsford Road

SOUTH

Bounds Green LTN South Area - Option 2



- Assumption no school street.
- Creates a loop accessible from Durnsford Road (Wroxham Gardens and Woodfield Way), enabling parents to pick up and drop off without reversing / undertaking 3 point turns.
- Filters on Woodfield way and Gordon Road attempt to minimise reversing distances for vehicles, but could create road safety issues.
- Pocket park on Rhys Avenue

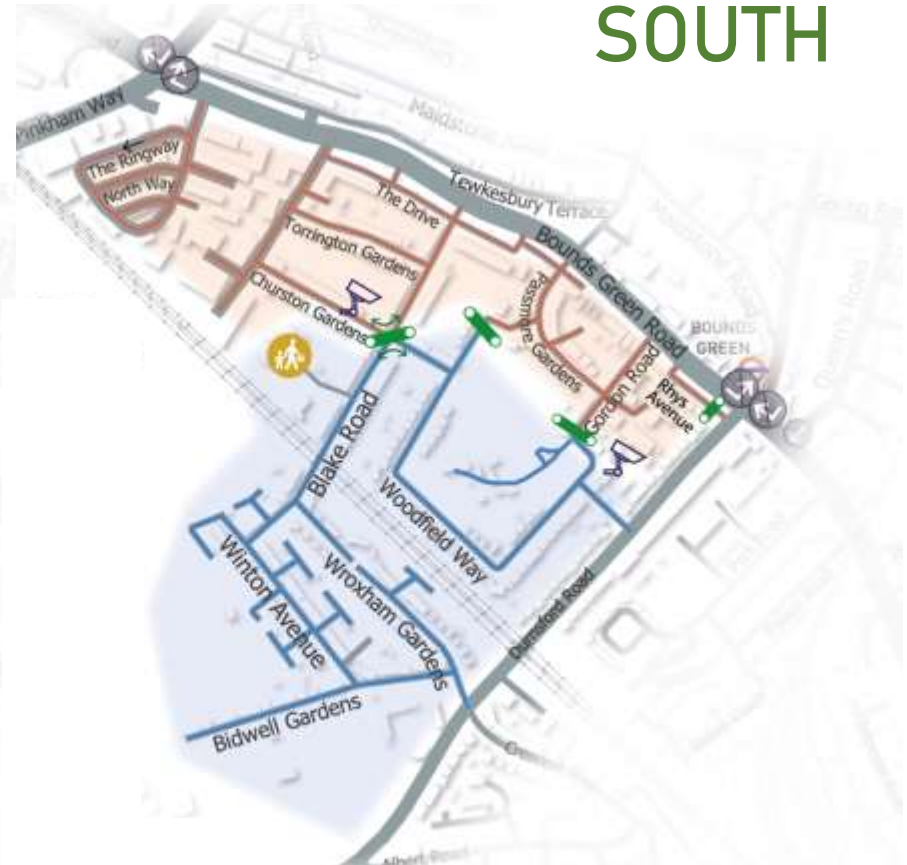
**Bounds Green LTN
South Area**

-  Existing banned turn
-  Existing exit only
-  Existing one way
-  Proposed filter
-  School
-  Camera Enforcement
-  Access from Bounds Green Road
-  Access from Durnsford Road
-  Proposed School Street



Option 1

SOUTH



Option 2



Note that all minor roads on the A404 North circular are left turn in left turn only.

BRUCE GROVE LOW TRAFFIC NEIGHBOURHOOD

Bruce Grove LTN

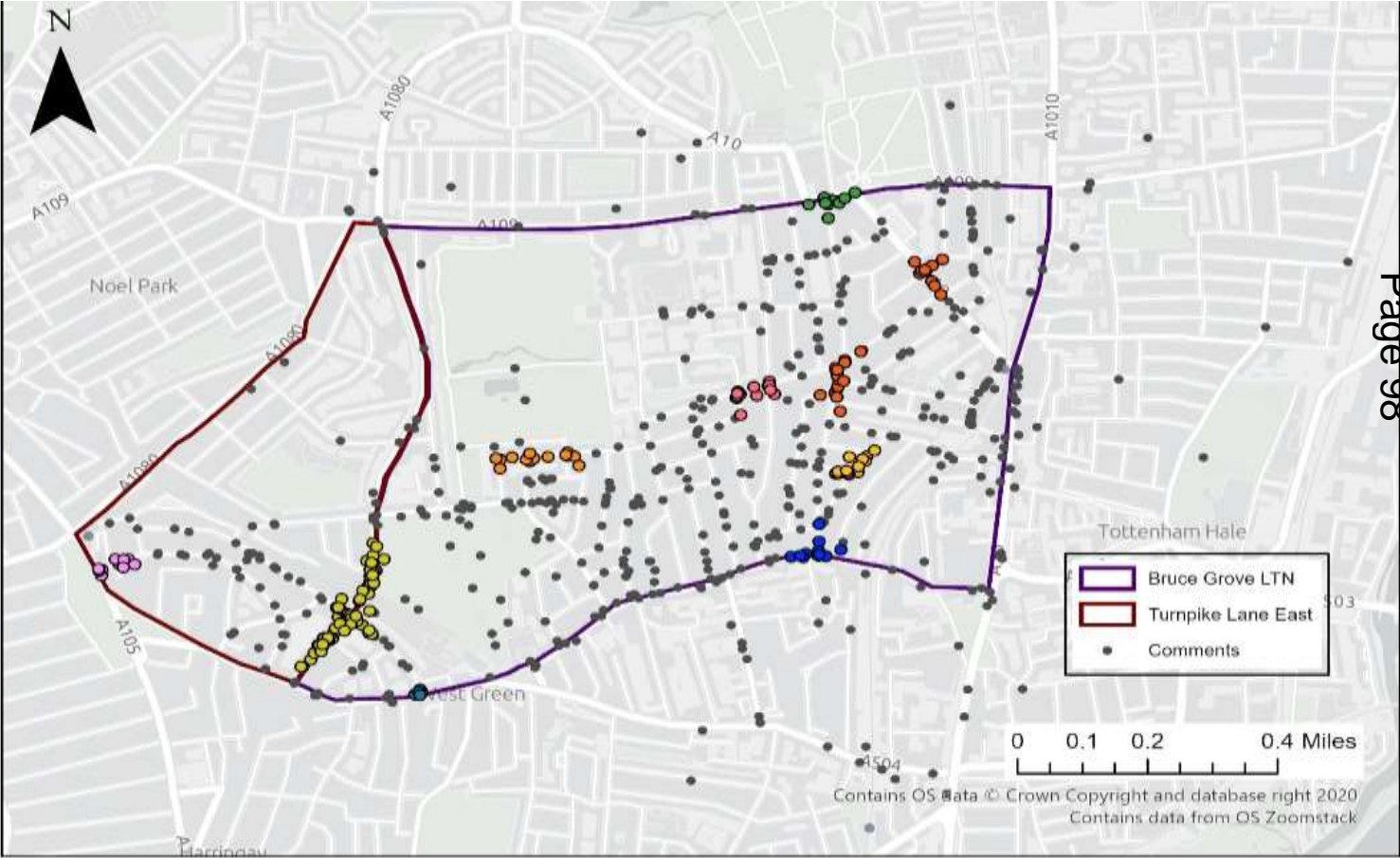


Bruce Grove Survey results

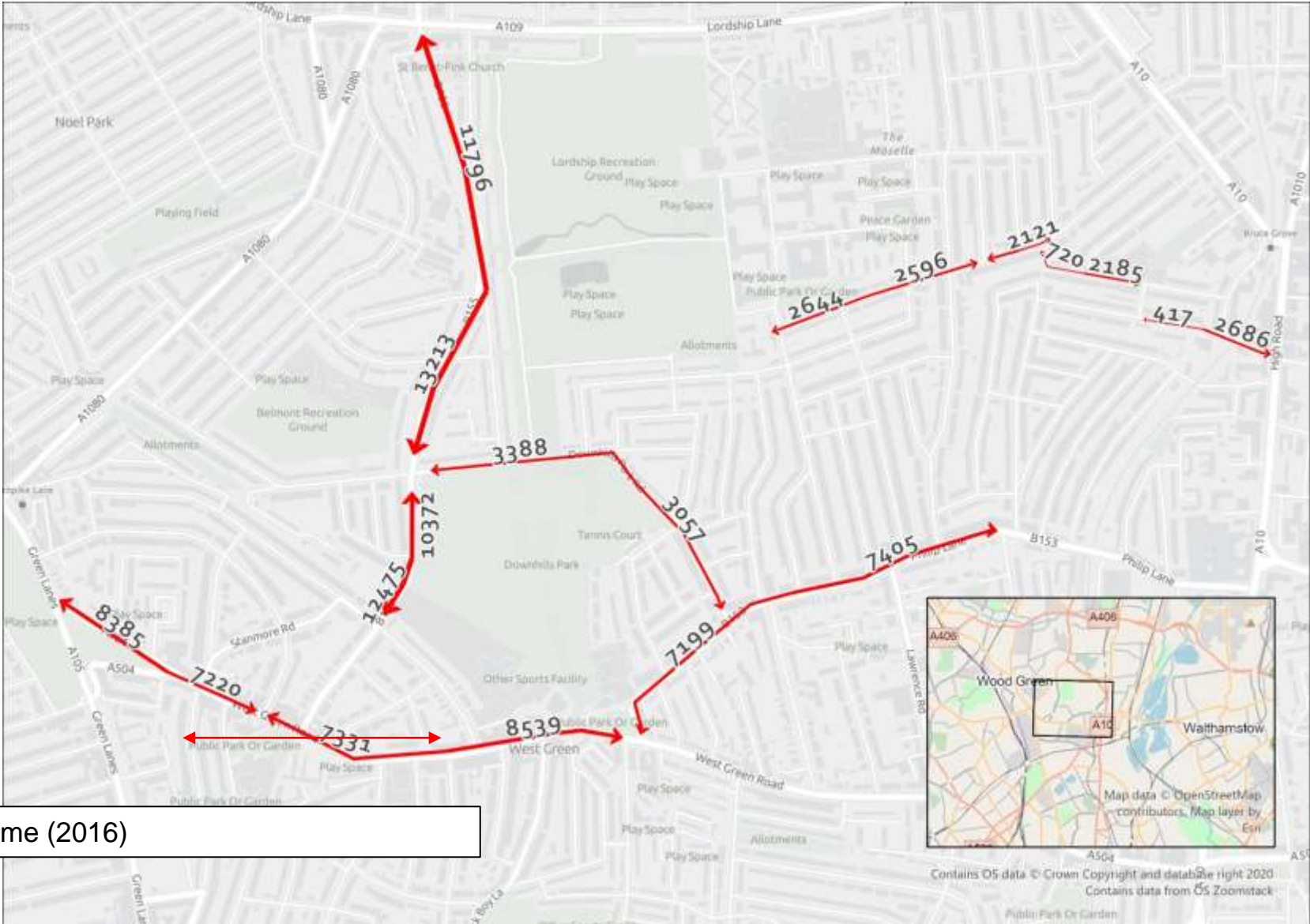
- There was a total of 711 confirmed responses to the survey with 3530 agreements. Within the Bruce Grove LTN area, there was a total of 468 comments with 2318 agreements.
- 2,071 people visited the site. There were 515 confirmed respondents who left comments or agreements
- The most common issue raised by respondents was ‘Traffic speeding’ accounting for 29% of all comments and agreements, followed by ‘Traffic Volume’ and ‘Rat running traffic’.
- The most common suggested improvements from respondents was “Reduce Traffic Volumes” accounting for 22% of all comments and agreements, followed by “Reduce traffic speeds” and “Increase traffic and speeding enforcement”.
- The principal comment hotspot was along Belmont/Langham Road, followed by other highly commented areas such as The Ave/Sperling Road junction and Higham

Where are the issues?

- Belmont Road/Langham Road
- Higham Road
- Sperling Road/The Avenue
- Carlingford Road
- Broadwater Road/A10
- Mount Pleasant Road/The Avenue
- Napier Road
- St Loys Road



Existing Traffic Data

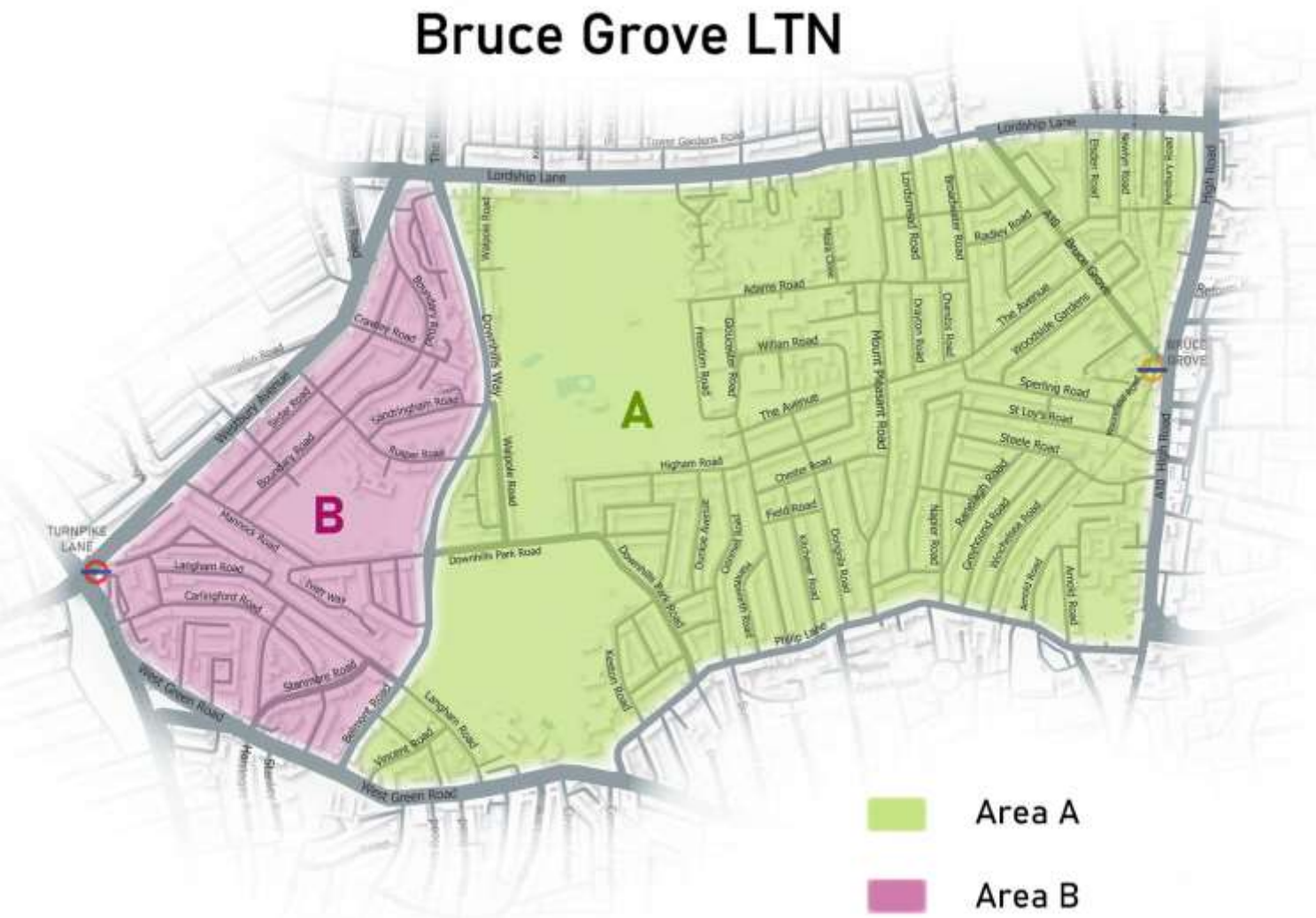


Bruce Grove Monitoring Approach

- Traffic counts
- Pedestrian and Cycle Counts
- Air Quality monitoring
- Inside LTN/ boundary Roads/ adjacent areas
- Before implementation / 6 months/ 12 months
- Collision data and crime data analysis
- Business surveys



Bruce Grove LTN



Two sub-areas with multiple design options.

Options for each area can be mixed and matched for the overall scheme.

Belmont Road/Downhills Way has not been considered for filtering at this stage

AREA A – Option

1

Minimising Filters

- Majority of drivers access from north (Lordship Lane & Bruce Grove) or south (Philip Lane)
- Bus gate on Downhills Park Road presents opportunity for placemaking and green connection between parks
- Eliminates north-south through routes but still possible to drive through between Lordship Lane and Bruce Grove; some drivers may use CS1 corridor in doing so
- Minimum number of filters required
- 11 filters (2 of which are bus gates; 8 camera enforced)



Bruce Grove LTN Area A Option 1

- Existing Filter
- Existing banned turn
- Existing one way
- Convert to two way
- Proposed bus gate
- Proposed filter
- Camera Enforcement
- School
- Proposed School Street

Vehicle Access Routes

- Access from Lordship Lane & A10 Bruce Grove
- Access from Lordship Lane
- Access from Philip Lane
- Access from High Road
- Access from Belmont Road
- Access from West Green Road
- Existing Access Only Areas

AREA A – Option 2

Maximising CS1 improvements

- Eliminates north-south and east-west through routes
- Radically minimises traffic on CS1 route (Broadwater Road) presenting opportunity for placemaking and improvements to the cycleway
- Prevents potential for drivers to bypass the Bruce Grove/ Lordship Lane mini roundabout
- Requires reintroduction of two-way traffic on Broadwater Road between The Avenue and Wimborne Road
- Requires change of one way on Lordsmead Road to northbound only
- 18 filters (5 of which are bus gates; 11 camera enforced)



Bruce Grove LTN Area A Option 2

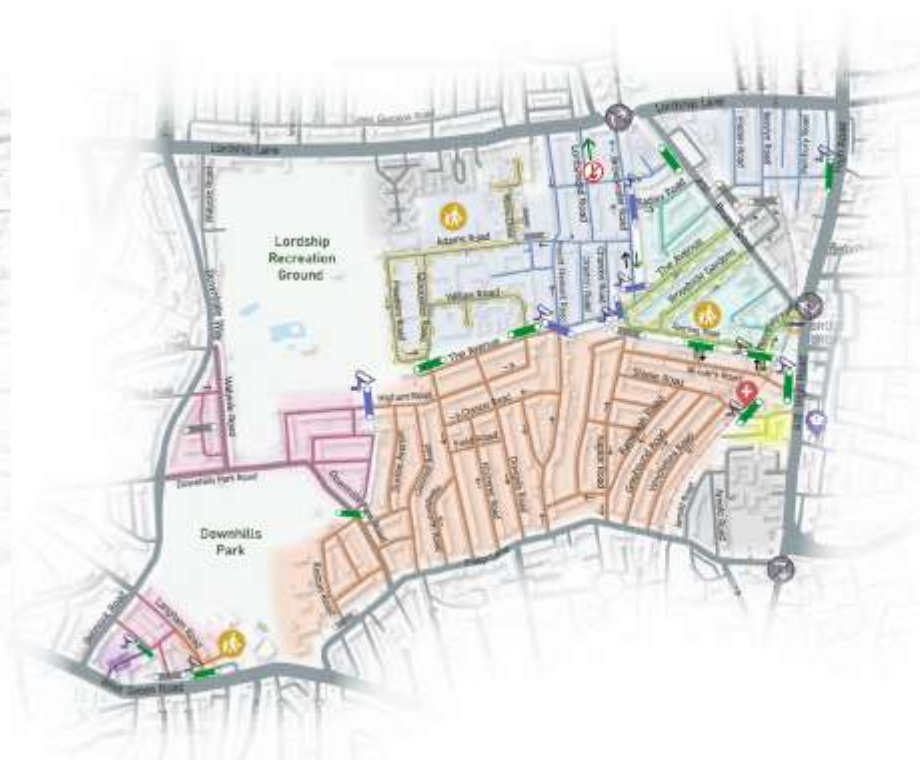
- Existing Filter
- Existing banned turn
- Existing one way
- Proposed one way realignment
- Convert to two way
- Proposed bus gate
- Proposed filter
- Camera Enforcement
- School
- Proposed School Street

- #### Vehicle Access Routes
- Access from A10 Bruce Grove
 - Access from Lordship Lane
 - Access from Philip Lane
 - Access from High Road
 - Access from Belmont Road
 - Access from West Green Road
 - Existing Access Only Areas

AREA A



Option 1



Option 2

- Existing Filter
 - Existing banned turn
 - Existing one way
 - Proposed one way realignment
 - Convert to two way
 - Proposed bus gate
 - Proposed filter
 - Camera Enforcement
 - School
 - Proposed School Street
- Vehicle Access Routes**
- Access from A10 Bruce Grove
 - Access from Lordship Lane
 - Access from Philip Lane
 - Access from High Road
 - Access from Belmont Road
 - Access from West Green Road
 - Existing Access Only Areas

Note: various potential School Streets layouts

AREA B – Option 1

No Access from Belmont Road

- Places most filters along Belmont Road/ Downhills Way creating opportunities for place-making, pocket parks, continuous walking/cycling path and to eliminate east-west rat running
- Slightly more driver inconvenience as most access from Westbury Avenue
- Filter placed on Langham Road to eliminate popular through route on Stanmore Road
- Filter on Carlingford Road meant to prevent south-east rat running and reduce congestion on Green Lanes
- 6 filters (4 camera enforced)



AREA B – Option 2

Balanced Access

- Balanced access for drivers from east, west, south boundary roads
- Filter placed on Langham Road to eliminate popular through route on Stanmore Road
- Maintaining access from Belmont Road/ Downhills Way may increase traffic volumes on this existing through route
- Filters on Carlingford Road and Langham Road meant to prevent south-east rat running
- 5 filters (4 camera enforced)



Bruce Grove LTN Area B Option 2

- Existing Filter
- Existing one way
- Proposed filter
- Camera Enforcement
- School
- Proposed School Street

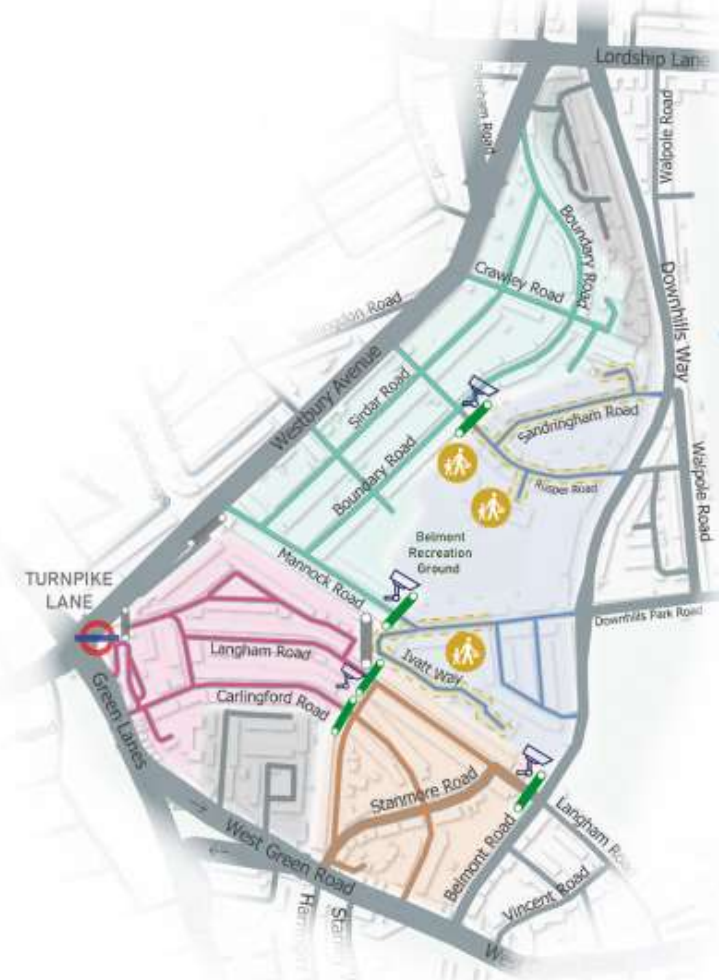
Vehicle Access Routes

- Access from Westbury Avenue
- Access from Belmont Road/ Downhills Way
- Access from West Green Road
- Access from Green Lanes
- Existing Access Only Areas

AREA B



Option 1



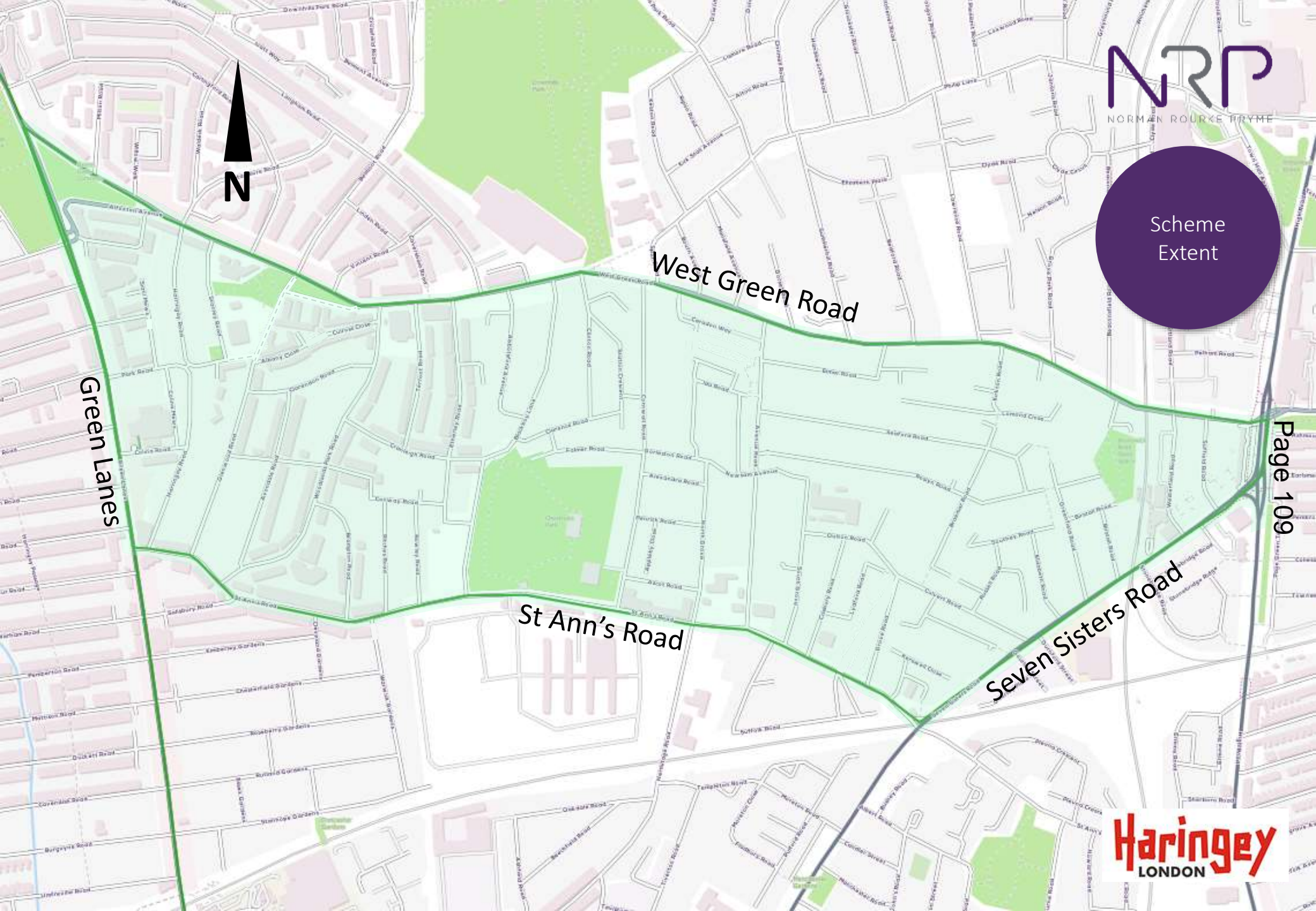
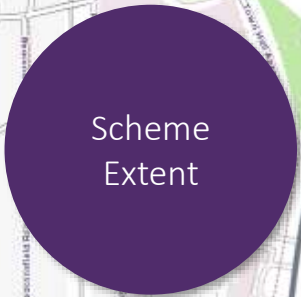
Option 2

-  Existing Filter
-  Existing one way
-  Proposed filter
-  Camera Enforcement
-  School
-  Proposed School Street

Vehicle Access Routes

-  Access from Westbury Avenue
-  Access from Belmont Road/ Downhills Way
-  Access from West Green Road
-  Access from Green Lanes
-  Existing Access Only Areas

ST ANN'S LOW TRAFFIC NEIGHBOURHOOD



Green Lanes

West Green Road

St Ann's Road

Seven Sisters Road

Key locations



Green Lanes







West Green Road

St Ann's Road

Seven Sisters Road

St Ann's Hospital

KEY

- Schools and Nurseries 
- Train Stations 
- Medical Centres 
- Religious Centres 
- Post Office 
- Leisure/community centre 

Early Engagement

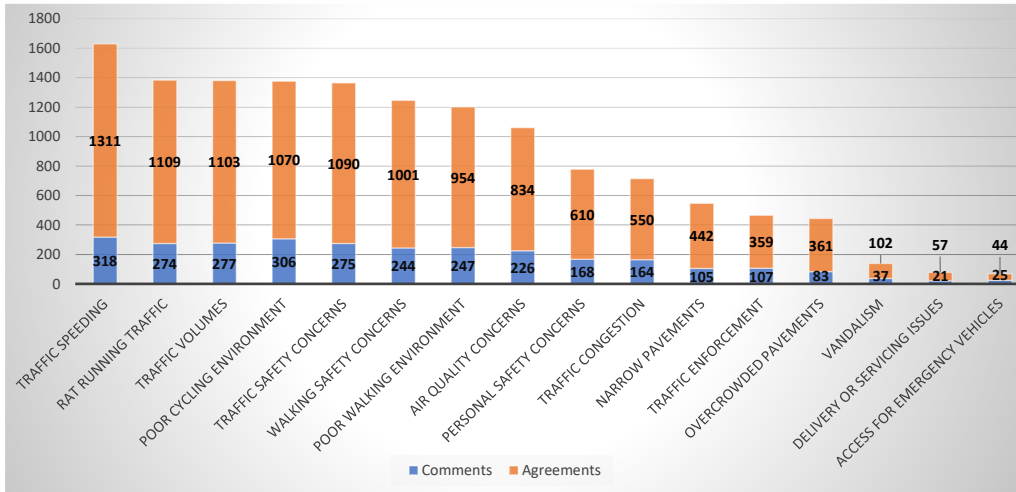
As part of the boroughs Low Traffic Neighbourhood (LTN) programme, St Ann's has been identified as a potential scheme. As such, Haringey Council published an online engagement platform using Commonplace to better understand the local populations concerns, desire and suggestions on ways to improve the area.

This engagement was launched on 4th February 2021, and to date has **521** respondents from an estimated 1637 visitors to the platform, gathering **659** comments and **2344** agreements.

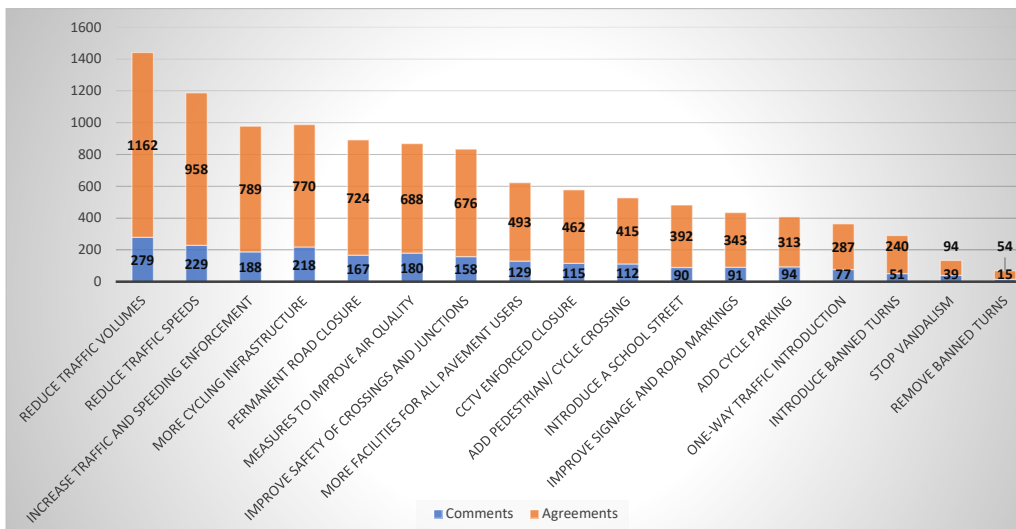


OVERVIEW

Issues Raised



Suggested Improvements



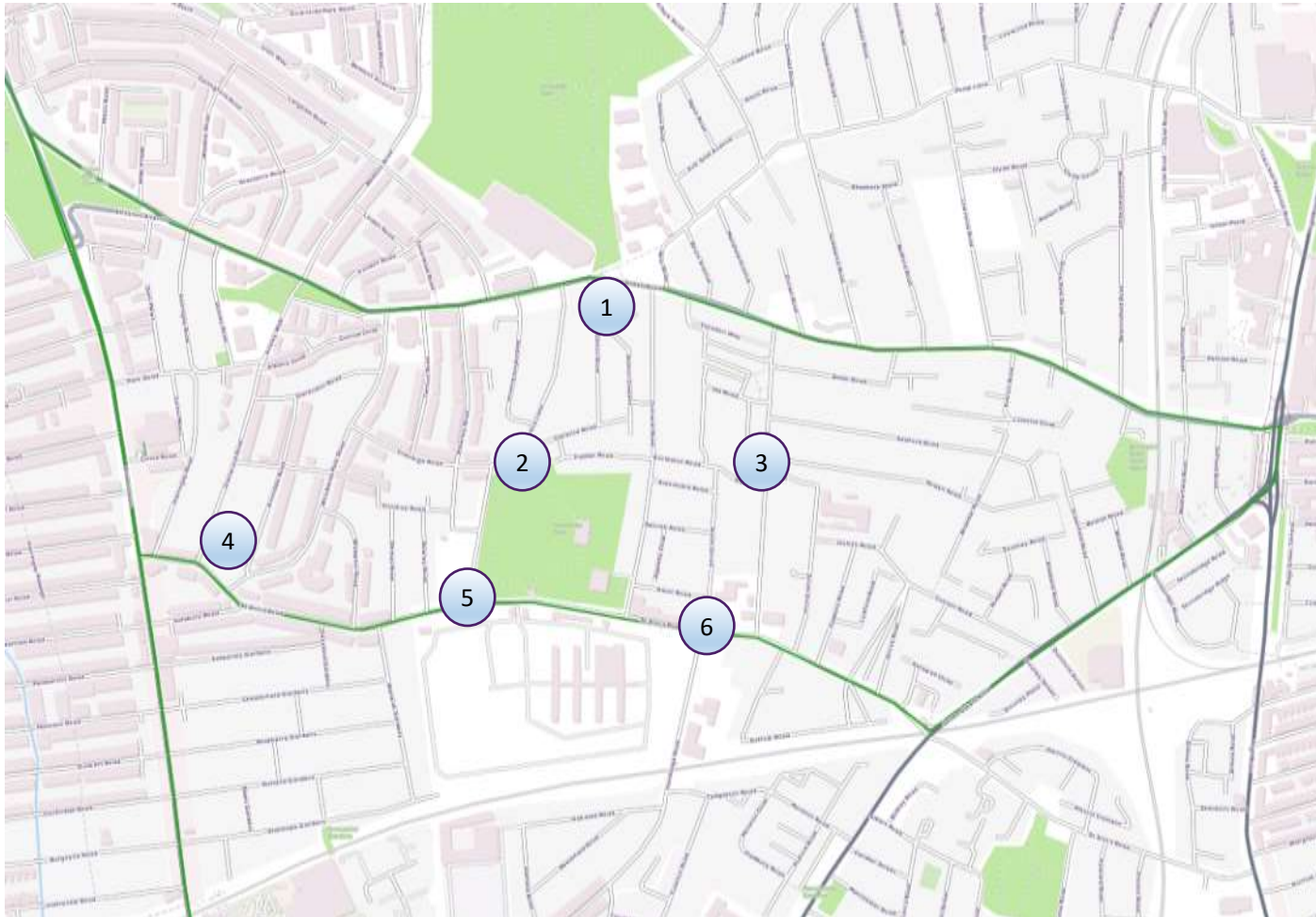
% of times issue raised as a comment or agreement:

- Traffic speeding 54%
- Rat running traffic 46%
- Traffic volume 46%
- Poor cycling environment 46%
- Traffic safety concerns 45%

% of times suggested improvement raised as a comment or agreement:

- Reduce traffic volumes 48%
- Reduce traffic speeds 40%
- Increase traffic and speeding enforcement 33%
- More cycling infrastructure 33%
- Permanent Road closure 30%

OVERVIEW – Key areas of concern



Area	Comments
1	Clinton Road area - Dangerous pedestrian crossings, excessive and improper parking, rat running
2	Black Boy Lane (central) - Extremely dangerous pedestrian crossing (cars don't stop or overtake other stopping cars)
3	Avenue Road - One-way increasing traffic speed and volume, driving in the wrong direction, dangerous for cycling, rat running
4	Glenwood Road/Avondale Road/Woodland Park Road (south) area -Speeding, rat running, pedestrian vehicle conflicts
5	Black Boy Lane (south) - Poor visibility, poor air quality, speeding, lack of crossings (particular concern during school times), narrow pavement
6	Hermitage Road (north) - Speeding, near misses, rat running, poor markings, perilous for cyclists (cars not adhering to priority)

Page 113

Baseline information

The following slides summarise the baseline information including:

- Existing one-way movements through the area
- Bus routes
- Traffic flows on key roads in the area and on the periphery

One-way
Streets

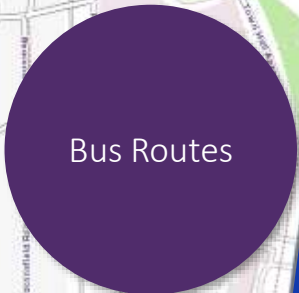


Green Lanes

West Green Road








St Ann's Road

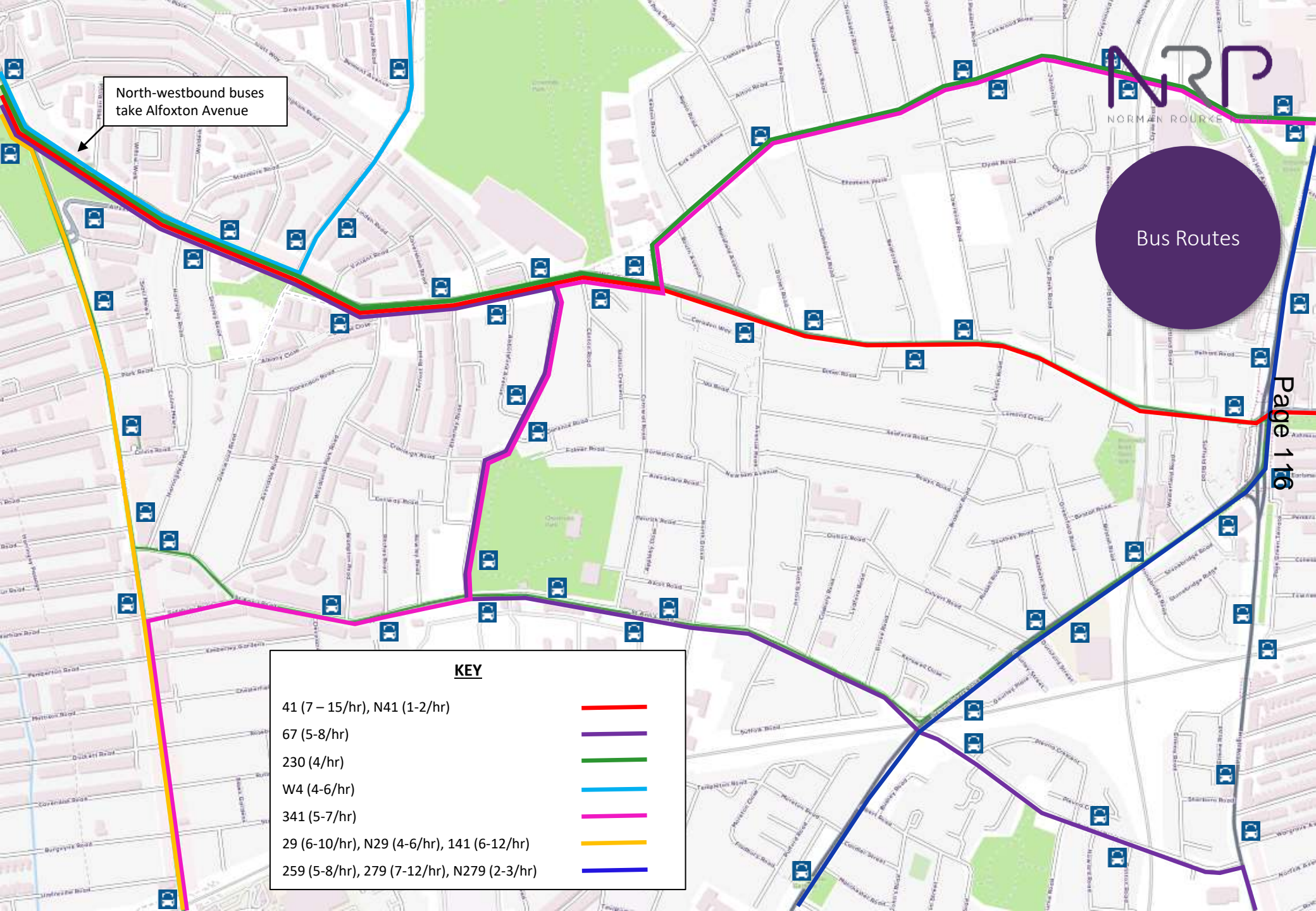
Seven Sisters Road



Bus Routes

North-westbound buses take Alfoxton Avenue

KEY	
41 (7 – 15/hr), N41 (1-2/hr)	
67 (5-8/hr)	
230 (4/hr)	
W4 (4-6/hr)	
341 (5-7/hr)	
29 (6-10/hr), N29 (4-6/hr), 141 (6-12/hr)	
259 (5-8/hr), 279 (7-12/hr), N279 (2-3/hr)	





Collision analysis
36 month to
Dec 2019

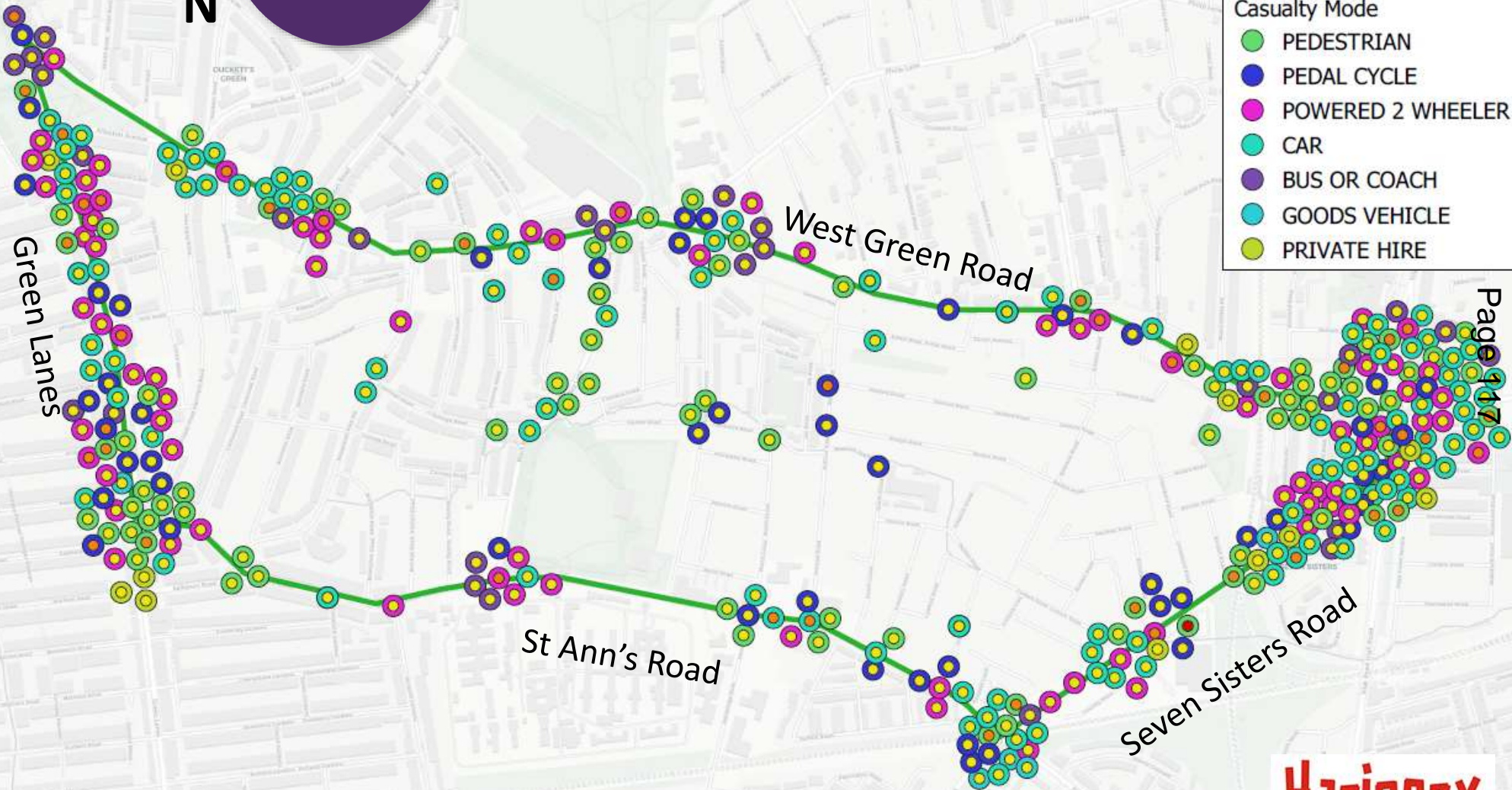
Key

Casualty Severity

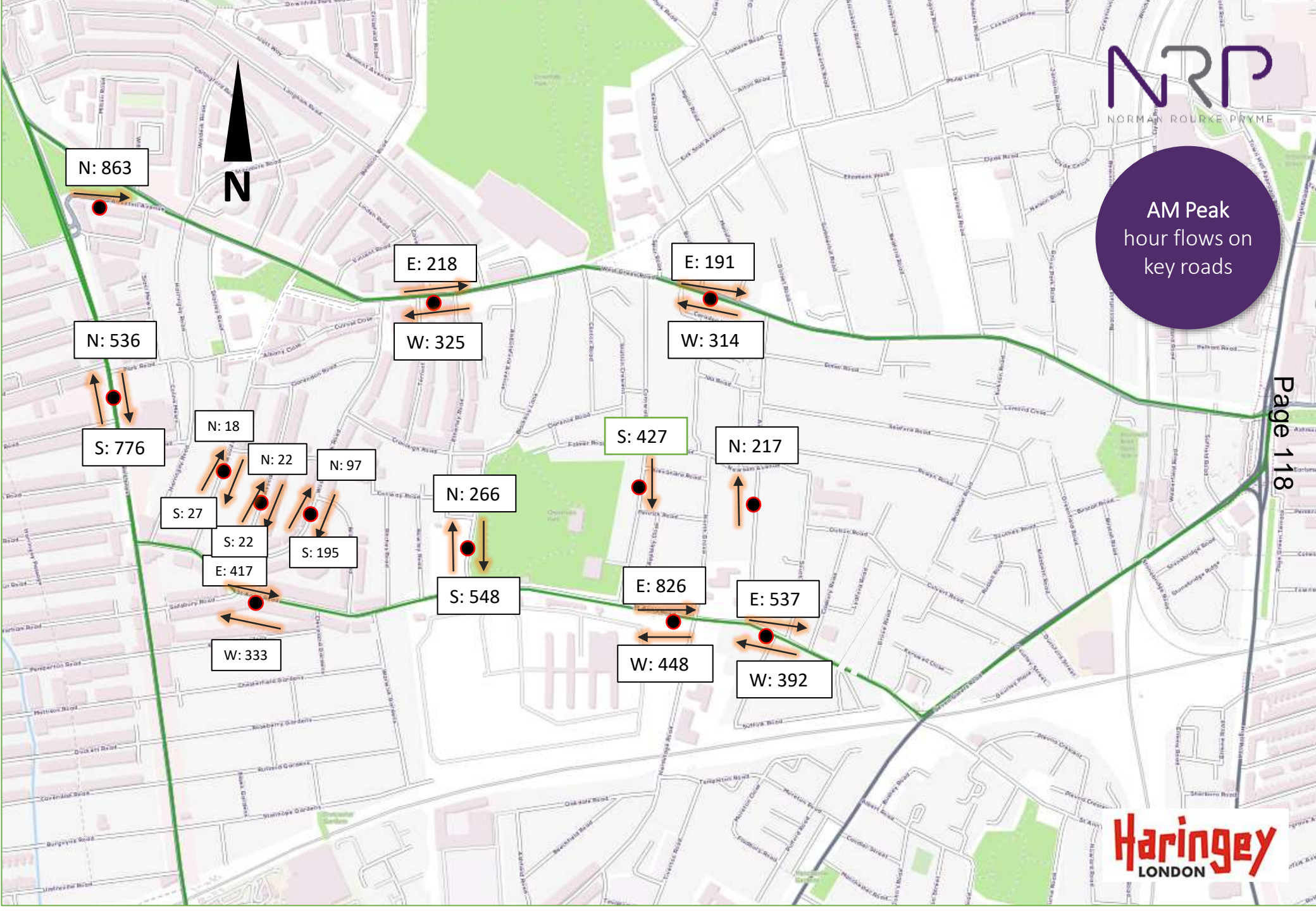
- 1 FATAL
- 2 SERIOUS
- 3 SLIGHT

Casualty Mode

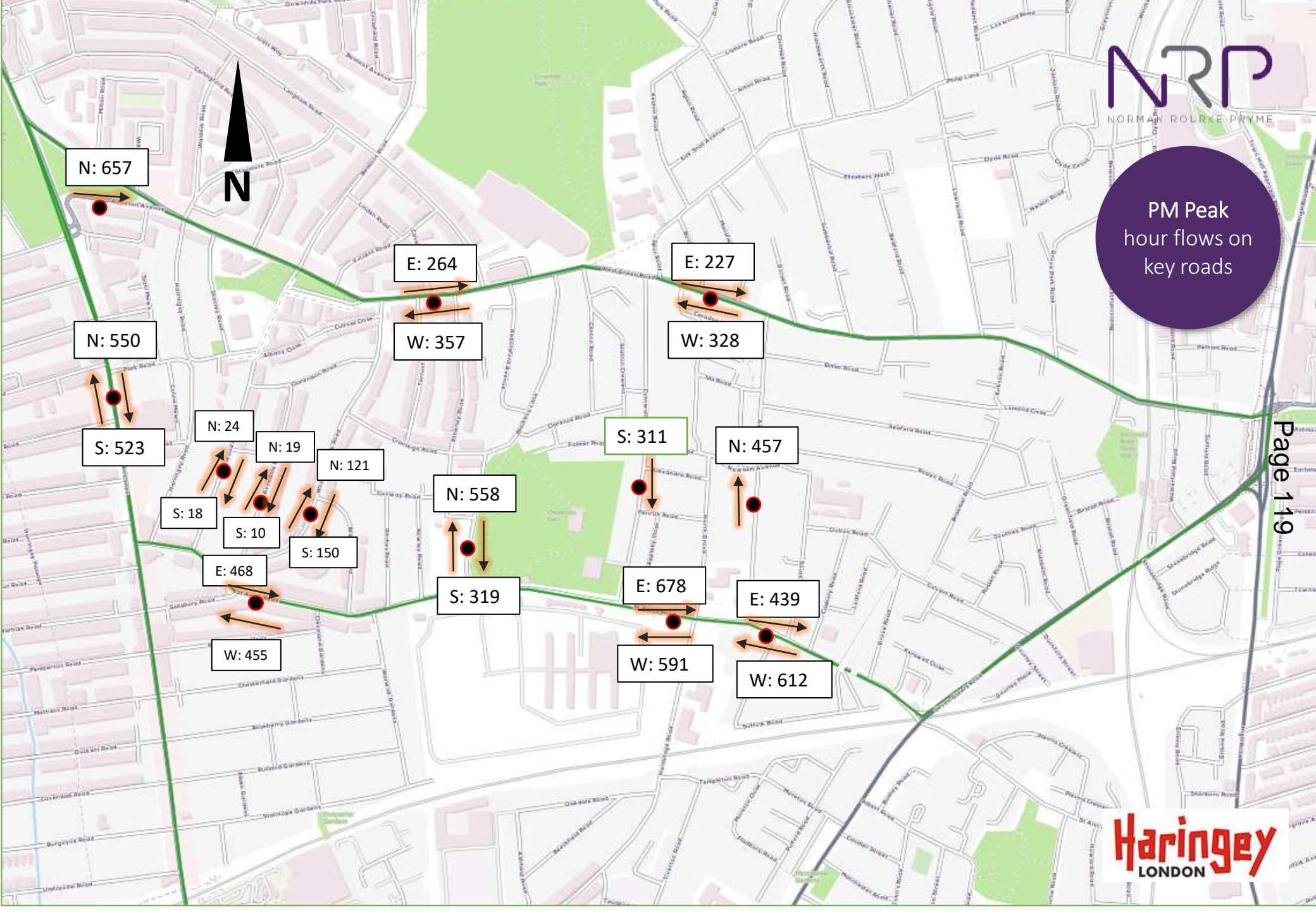
- PEDESTRIAN
- PEDAL CYCLE
- POWERED 2 WHEELER
- CAR
- BUS OR COACH
- GOODS VEHICLE
- PRIVATE HIRE



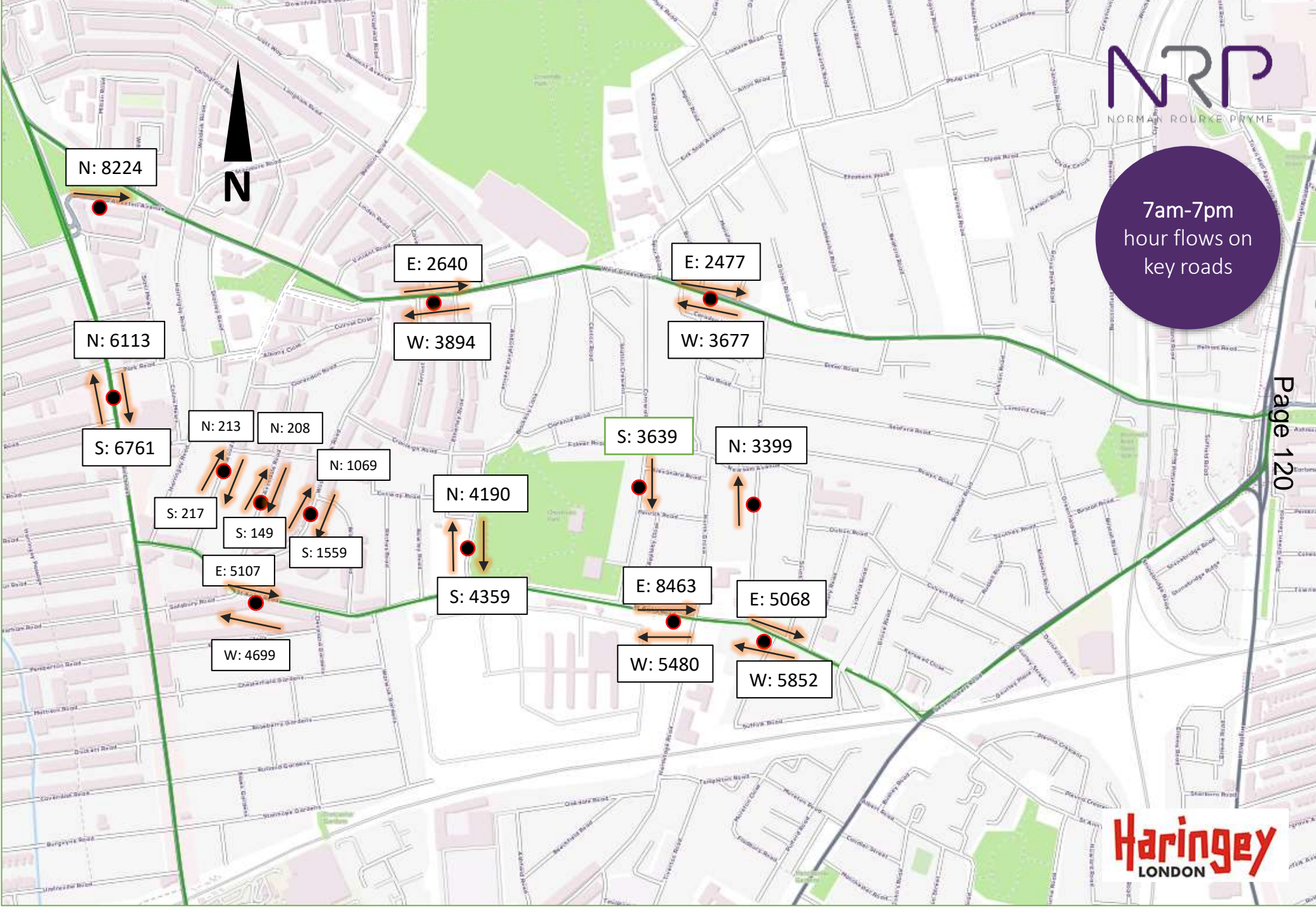
AM Peak
hour flows on
key roads



PM Peak
hour flows on
key roads



7am-7pm
hour flows on
key roads



Potential LTN options

The following slides provide a summary of the potential options developed for the LTN:

- Option 1 - High intervention – Removes rat-running traffic by severing the through movements and introducing residential areas across the LTN.
- Option 2 - Medium intervention – Seeks to reduce rat-running traffic through the area by severing some routes but permitting some through traffic to remain on Black Boy Lane.
- Option 3 - Medium intervention – Removes rat-running traffic by severing the through movements and introducing residential areas across the LTN. Black Boys Lane remains open southbound, with buses permitted in both directions.
- Option 4 - Medium intervention – Retains the major north/south through routes but introduces residential areas between the through routes severing east/west rat-runs.

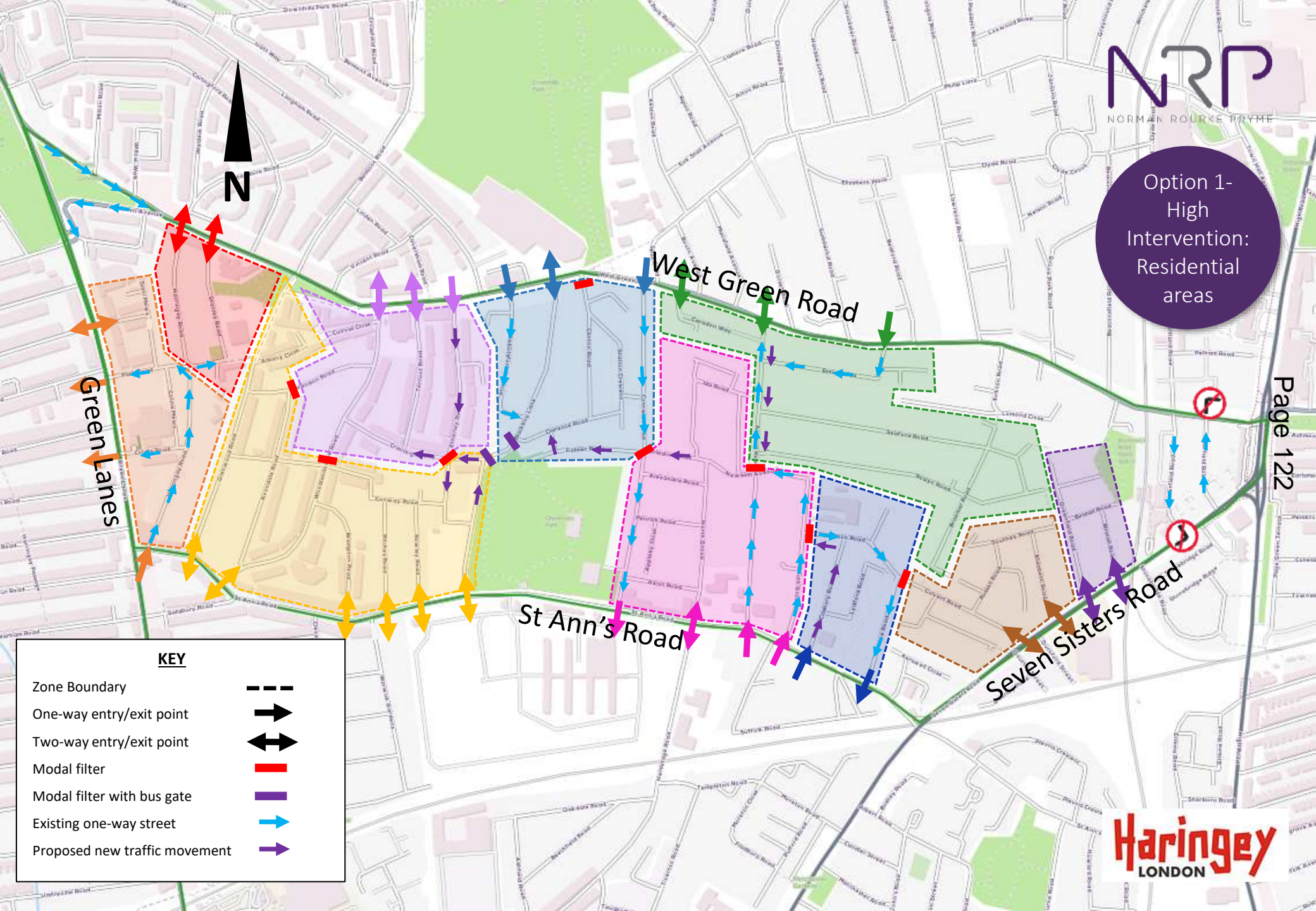
All options include a closure at the northern end of Clifton Road.

Option 1-
High
Intervention:
Residential
areas



KEY








- Zone Boundary
- One-way entry/exit point
- Two-way entry/exit point
- Modal filter
- Modal filter with bus gate
- Existing one-way street
- Proposed new traffic movement



Option 1-
High
Intervention:
Residential
areas



KEY

- Zone Boundary 
- One-way entry/exit point 
- Two-way entry/exit point 
- Modal filter 
- Modal filter with bus gate 
- Existing one-way street 
- Proposed new traffic movement 

Modal filter to allow emergency vehicles, cyclists, council vehicles (and buses where required).

Example of modal filter for options 1, 3 and 4









Option 1 summary

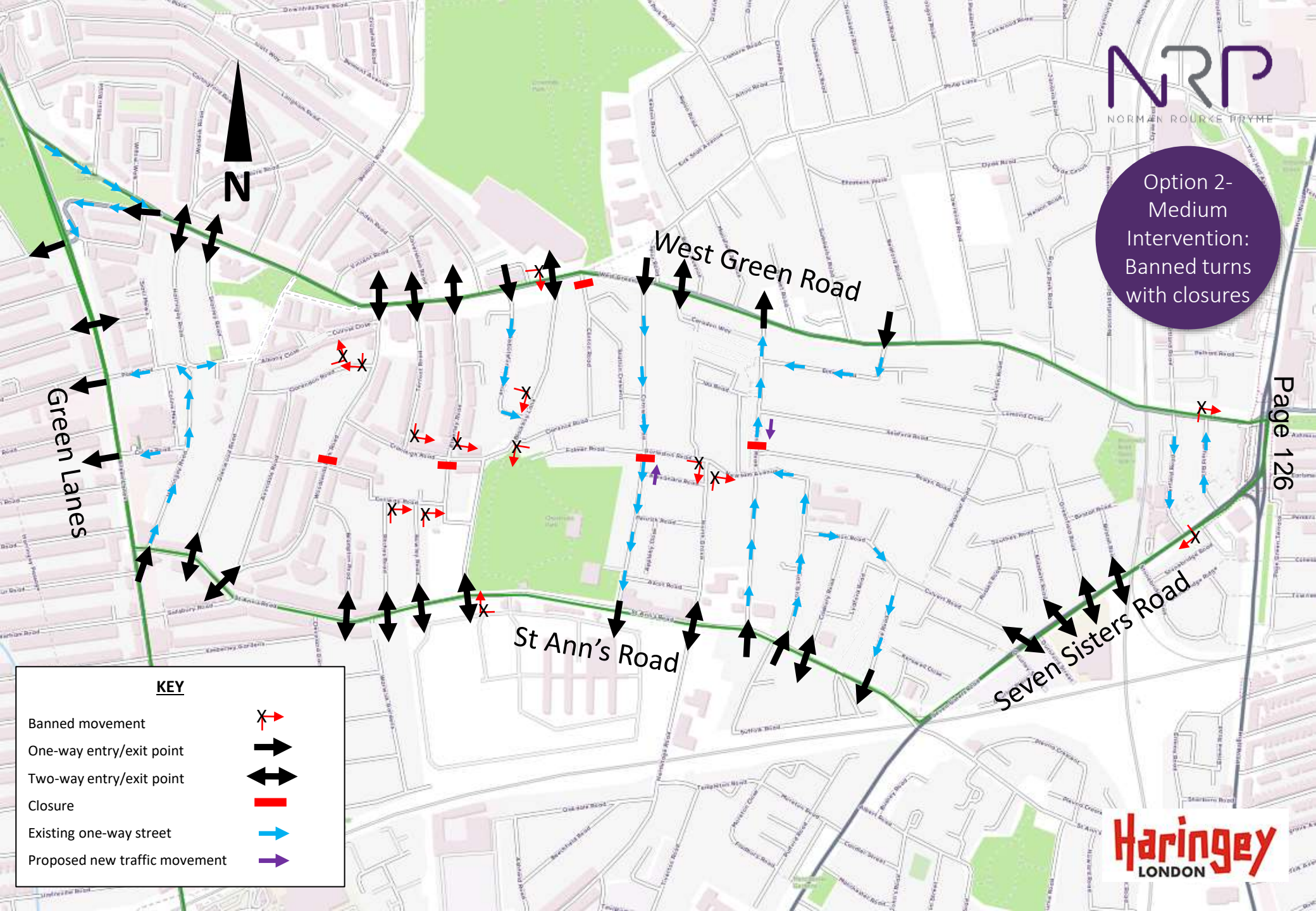
- The restriction points (modal filters) allow cyclists, emergency and refuse vehicles through and buses, where required.
- Some motor vehicles trips into and out of the area would be affected by the closures, resulting in an increase in journey time.
- Of the four options this would see the highest volume of traffic reassigned onto neighbouring roads (potentially removes up to 1,000vph during the peak periods).
- The cost of implementation is low, requiring no physical changes to the road layout, with signage and planters used to implement the trial scheme.
- Enforcement can be carried out using standard enforcement cameras located at the closure points, with Penalty Charge Notices (PCNs) issued.

Note: In all options the proposed banned movements on Westfield Road and Suffield Road require further investigation – mitigation is required as there are existing rat-running issues that will get worse under the proposed schemes, but the banned turns affect movements through the A10 (TLRN road)

Option 2-
Medium
Intervention:
Banned turns
with closures

KEY

- Banned movement 
- One-way entry/exit point 
- Two-way entry/exit point 
- Closure 
- Existing one-way street 
- Proposed new traffic movement 










Option 2 summary

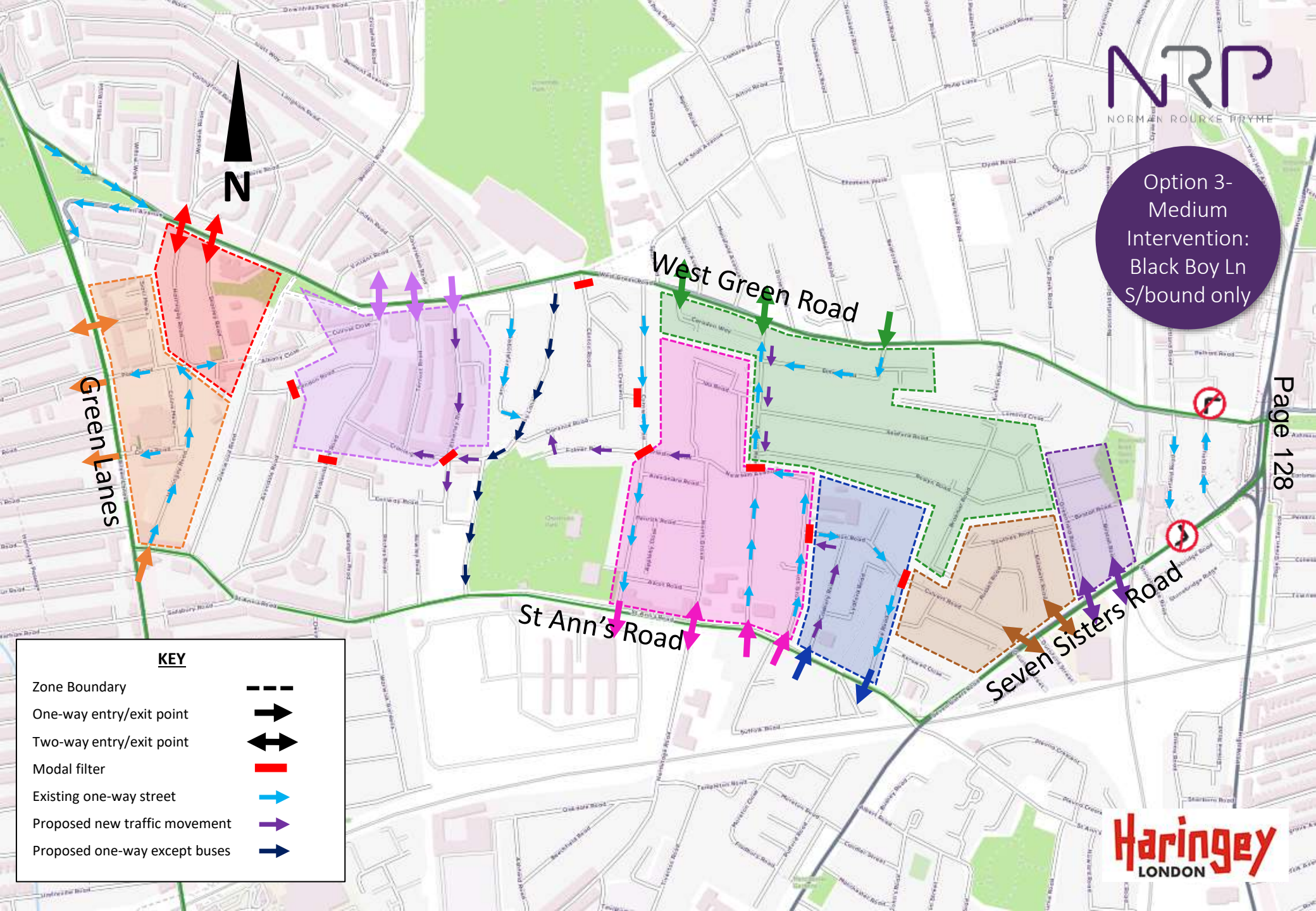
- Proposed closures would use the same measures as Option 1. Where banned movements are proposed these would be signed, with scope for temporary islands to be introduced to enforce the banned movement where space is available.
- The banned movements onto Black Boy Lane could only be enforced using road signs and need to retain the existing bus movements. Some banned movements could be abused with vehicles undertaking U-turn manoeuvres to access a junction (e.g. eastbound right turn from West Green Road into Black Boy Lane could be carried out by u-turning at Spur Road/West Green Road roundabout).
- Some motor vehicles' trips into and out of the area would be affected by the closures, resulting in an increase in journey time.
- This option would see lower volumes of traffic reassigned onto neighbouring roads outside the LTN compared to Option 1 (potentially 500-1,000vph in the peak periods).
- Enforcement can be carried out using standard enforcement cameras located at the closure points, with Penalty Charge Notices (PCNs) issued.
- The cost of implementation would be low, unless physical changes are required to the road layout to prevent U-turns.

Option 3-
Medium
Intervention:
Black Boy Ln
S/bound only



KEY

- Zone Boundary 
- One-way entry/exit point 
- Two-way entry/exit point 
- Modal filter 
- Existing one-way street 
- Proposed new traffic movement 
- Proposed one-way except buses 



Option 3-
Medium
Intervention:
Black Boy Ln
S/bound only










Green Lanes

West Green Road

St Ann's Road

Seven Sisters Road

KEY

- Zone Boundary 
- One-way entry/exit point 
- Two-way entry/exit point 
- Modal filter 
- Existing one-way street 
- Proposed new traffic movement 
- Proposed one-way except buses 

Option 3 summary

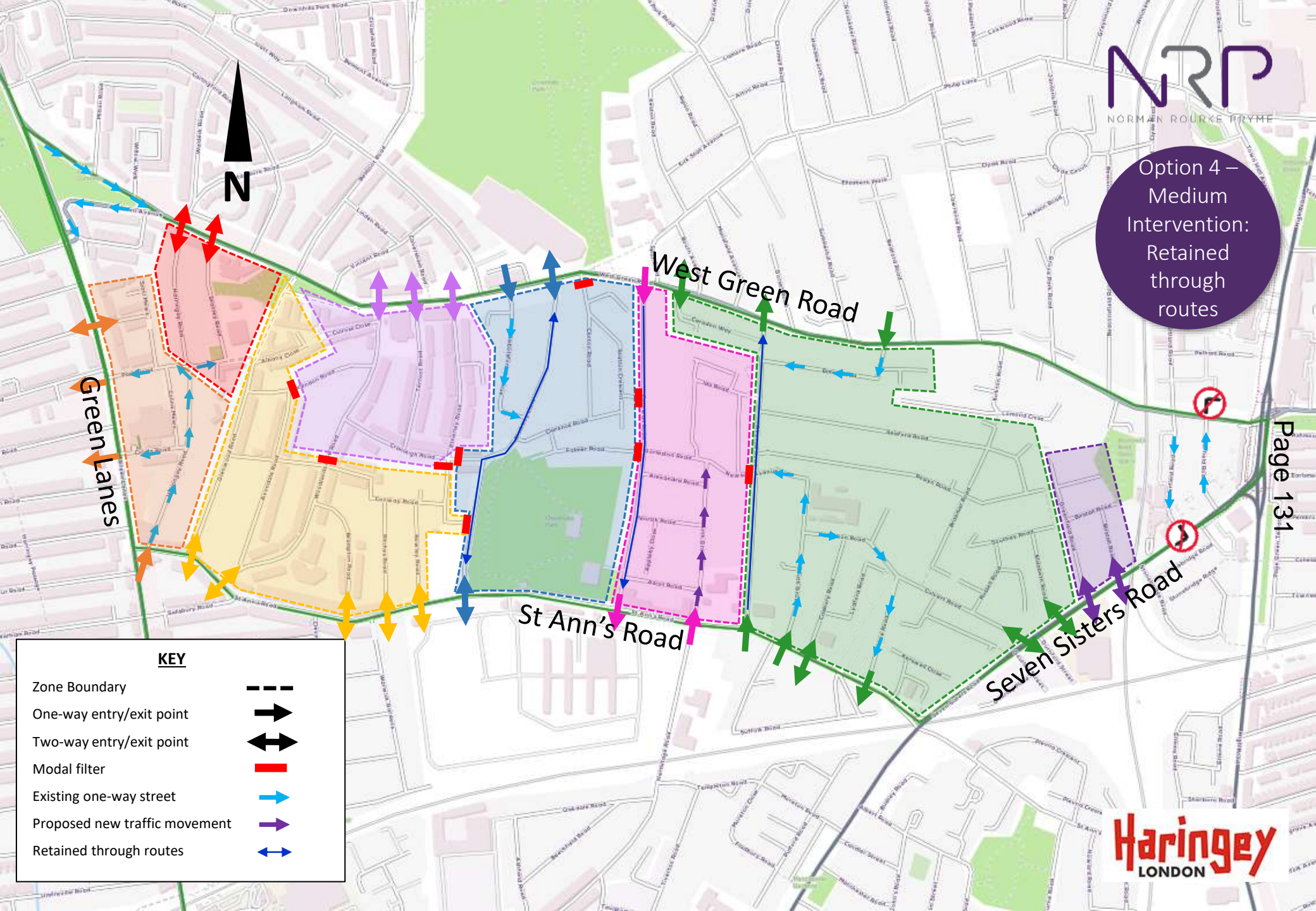
- This option follows the same principles as Option 1, but with Black Boys Lane open to general traffic southbound only. Buses will be permitted northbound to maintain the existing routes.
- This option would see a small increase in total traffic on Black Boys Lane at certain times of the day with traffic reassigned from being Cornwall Road.
- The restriction points (modal filters) allow cyclists, emergency and refuse vehicles through and buses, where required.
- Some motor vehicles trips into and out of the area would be affected by the closures, resulting in an increase in journey time.
- This option would see lower volumes of traffic reassigned onto neighbouring roads outside the LTN compared to Option 1 (potentially 250-750vph in the peak periods).
- The cost of implementation is low, requiring no physical changes to the road layout, with signage and planters used to implement the trial scheme.
- Enforcement can be carried out using standard enforcement cameras located at the closure points, with Penalty Charge Notices (PCNs) issued.

Option 4 –
Medium
Intervention:
Retained
through
routes



KEY

- Zone Boundary
- One-way entry/exit point
- Two-way entry/exit point
- Modal filter
- Existing one-way street
- Proposed new traffic movement
- Retained through routes



Option 4 –
Medium
Intervention:
Retained
through
routes









Green Lanes

West Green Road

St Ann's Road

Seven Sisters Road

KEY

- Zone Boundary 
- One-way entry/exit point 
- Two-way entry/exit point 
- Modal filter 
- Existing one-way street 
- Proposed new traffic movement 

Option 4 summary

- Existing through routes on Black Boys Lane, Cornwall Road and Avenue Road have been retained. Restriction points have been introduced to encourage vehicles passing through the area to utilise these routes rather than travelling on east/west roads through the LTN area.
- The restriction points (modal filters) allow cyclists, emergency and refuse vehicles through and buses, where required.
- The western side of the LTN reflects the same design as Option 1, with the creation of residential areas.
- Some motor vehicles trips into and out of the area would be affected by the closures, resulting in an increase in journey time.
- This option would potentially see the lowest volumes of traffic reassigned onto neighbouring roads compared to the other options.
- The cost of implementation is low, requiring no physical changes to the road layout, with signage and planters used to implement the trial scheme.
- Enforcement can be carried out using standard enforcement cameras located at the closure points, with Penalty Charge Notices (PCNs) issued.

LTN option RAG analysis

	Option 1 (High intervention)	Option 2 (Medium intervention)	Option 3 (Medium intervention)	Option 4 (Medium intervention)
Rat run removal	Yes	Partial	Partial	Limited
Impact on Emergency Services through area	No	No	No	No
Civil infrastructure changes required	No	No	No	No
Estimated average change in local access journey times	TBC	TBC	TBC	TBC
Relative reassignment onto neighbouring roads	High	Medium (High if U-turns not prevented)	Medium	Low
Enforcement	Standard cameras with PCNs issued	Standard cameras with PCNs issued	Standard cameras with PCNs issued	Standard cameras with PCNs issued
Perceived impact on local access for all users	Medium	Medium	Medium	Medium
Implementation cost	Low	Medium	Low	Low

Next Steps and Key dates

- Ongoing
 - Transport Impact Assessment
 - Traffic and Air quality monitoring
 - Business Engagement
 - Stakeholder engagement
- w/c 10 May 2021 - Ward members briefings
- 11 May 2021 – Letter to residents with invitation to community design workshops
- W/C 17/24 May 2021 – Community design workshops LTN x 2
- 19 May 2021 – Disability and Access groups design workshops (all 3 LTNs)
- Public Consultation July 2021

This page is intentionally left blank

Report for Environment & Community Safety Scrutiny Panel, 28 June 2021

Title: Work Programme 2021-22

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

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

Ward(s) affected: N/A

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

1. Describe the issue under consideration

- 1.1 This report presents an outline workplan for 2021-22 and requests the views of the Panel on priorities and issues to be added.

2. Recommendations

- 2.1 That the Panel notes its work programme, attached at Appendix A, and considers whether any amendments are required.
- 2.2 That the Overview and Scrutiny Committee be asked to endorse any amendments at its next meeting.

3. Reasons for decision

- 3.1 The work programme for Overview and Scrutiny was approved by the Overview and Scrutiny Committee at its meeting on 8 June 2021. Arrangements for implementing the work programme have progressed and the latest plans for the Environment & Community Safety Scrutiny Panel are outlined in **Appendix A**.

4. Alternative options considered

- 4.1 The Panel could choose not to review its work programme but this could diminish knowledge of the work of Overview and Scrutiny and would fail to keep the full membership updated on any changes to the work programme.

5. Background information

- 5.1 A workplan for 2021-22 has been developed for the Panel and this is attached as **Appendix A**. The items within it comprise the following:
- Cabinet Member Questions for the three Cabinet Members whose portfolios fall within the terms of reference for the Panel; and
 - Matters that are routinely reported to the Panel, such as Waste & Recycling performance information and updates on the implementation of the recommendations of previous reviews; and

- Scrutiny of the budget

- 5.2 The Panel had previously agreed to undertake a review into single use plastics. However, given a change in Membership, the time that has elapsed and the fact that there may be other areas members now deem to be a priority; there is an opportunity for the Panel to have a discussion on what reviews it would like to undertake in 2021/22. Given that local elections are happening in 2022, it is important that any review that the panel wishes to undertake is finished by March 2022.
- 5.3 With continued social distancing, there may be a need for some people to attend meetings virtually. This will continue to be monitored going forwards. Similarly, it may make sense to hold some evidence gathering sessions and other informal sessions virtually.

Forward Plan

- 5.4 Since the implementation of the Local Government Act and the introduction of the Council's Forward Plan, scrutiny members have found the Plan to be a useful tool in planning the overview and scrutiny work programme. The Forward Plan is updated each month but sets out key decisions for a 3-month period.
- 5.5 To ensure the information provided to the Panel is up to date, a copy of the most recent Forward Plan can be viewed via the link below:
- <http://www.minutes.haringey.gov.uk/mgListPlans.aspx?RP=110&RD=0&J=1>
- 5.6 The Panel may want to consider the Forward Plan and discuss whether any of these items require further investigation or monitoring via scrutiny.

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.

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 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 – Environment & Community Scrutiny Panel; Work Plan for 2021/22

9. Local Government (Access to Information) Act 1985

N/A

Environment and Community Safety Scrutiny Panel - Work Plan 2020-22

<p>▪ Scrutiny review projects; These are dealt with through a combination of specific evidence gathering meetings that will be arranged as and when required and other activities, such as visits. Should there not be sufficient capacity to cover all of these issues through in-depth pieces of work, they could instead be addressed through a “one-off” item at a scheduled meeting of the Panel. These issues will be subject to further development and scoping. It is proposed that the Committee consider issues that are “cross cutting” in nature for review by itself i.e. ones that cover the terms of reference of more than one of the panels.</p>		
Project	Comments	Priority
<p>Single Use Plastics Policy / Reducing the amount of plastic</p>	<p>Examining the Council’s Single Use Plastics Policy as well as recycling performance around plastic waste and seeing what more could be done to reduce the use of plastics. What could the Council do to lead by example in this area?</p> <ul style="list-style-type: none"> • Examine the Council’s Single Use Plastics Policy (Cabinet in June) and what other boroughs are doing around this issue. • Examine the Council’s current position in relation to plastic waste; the Panel will look at the Council’s current recycling policy in relation to different types of plastic. • Examine how the Council could reduce plastic waste and increase its recycling performance, looking at innovative ideas from across the sector. • What could be done by the Council to lead by example and also to assist schools in reducing the amount of plastic waste? Is there scope for the Council to develop a plastic free pledge for schools to sign up to? 	

Date of meeting	Potential Items
3 rd September 2020	<ul style="list-style-type: none"> • Membership & Terms of Reference. • Appointment of Non-Voting Co-opted Member • Covid-19 Recovery update • Update on Youth at Risk Strategy • Gangs, Knife Crime & Hotspot locations. (MOPAC Performance update?). <ul style="list-style-type: none"> ▪ Transport hubs as hotspot locations for crime, especially Finsbury Park, Turnpike Lane, Seven Sisters and surrounding areas, particularly drug-dealing, knife crime. ▪ Update on the Ducketts Common stakeholder Strategic Group • Work Programme: To agree items for the work plan for the Panel for this year. • Cabinet Member Questions; Communities, Safety and Engagement (to cover areas within the Panel’s terms of reference that are within that portfolio).
3 rd November 2020	<ul style="list-style-type: none"> • Cabinet Member Questions; Climate Change and Sustainability • Improving Air Quality & reducing pollution • Street Trees & Update on Queens Wood • Update on Single Use Plastics Policy

	<ul style="list-style-type: none"> • Recycling Rate • Update on Parks and Green Spaces Strategy • Parks Performance • Membership and Terms of Reference • Appointment of non-voting co-optee • Work Plan
<p>Budget Scrutiny</p> <p>10th December 2020</p>	<ul style="list-style-type: none"> • Budget Scrutiny • Police Priorities in Haringey & Community Safety Partnership Update; To invite comments from the Panel on current performance issues and priorities for the borough’s Community Safety Partnership. • Update on Haringey & Enfield BCU integration. • Additional Police numbers in Haringey • Cabinet Member Questions: Communities, Safety and Engagement (to cover areas within the Panel’s terms of reference that are within that portfolio).
<p>4th March 2021</p>	<ul style="list-style-type: none"> • Cabinet Member Q&A – Cabinet Member for Transformation and Public Realm Investment. To question the Cabinet Member on current issues and plans arising for her portfolio. • Waste, recycling and street cleansing data

Appendix A

	<ul style="list-style-type: none">• Update on Fly Tipping Strategy• Planned and Reactive Highways maintenance Performance• Work Plan update
--	---

2021-2021

28 th June 2021	<ul style="list-style-type: none">• Membership & Terms of Reference.• Appointment of Non-Voting Co-opted Member.• Work Programme• Cabinet Member Q&A – Cabinet Member Questions; Cabinet Member for Environment, Transport and the Climate Emergency and Deputy Leader of the Council• Strategic Transport update:<ul style="list-style-type: none">▪ TfL funding (post Covid)▪ Reducing Congestion (Better west to east transport links)• Liveable Neighbourhoods
----------------------------	--

Appendix A

<p>20th September 2021</p>	<ul style="list-style-type: none"> • Cabinet Member Q&A – Cabinet Member for Transformation and Public Realm Investment
<p>11th November 2021</p>	<ul style="list-style-type: none"> • Cabinet Member Q&A – Leader of the Council (N.B. questions which related to the Leader’s portfolio which the Panel has responsibility for i.e. Community Safety and Serious Youth violence). • Police Priorities in Haringey & Community Safety Partnership Update; To invite comments from the Panel on current performance issues and priorities for the borough’s Community Safety Partnership.
<p>14th December 2021 (Budget Scrutiny)</p>	<ul style="list-style-type: none"> • Budget Scrutiny <p>Cabinet Member Q&A – Cabinet Member for Environment, Transport and the Climate Emergency and Deputy Leader of the Council</p>
<p>3rd March 2021</p>	<ul style="list-style-type: none"> • Update on CPZ coverage, Visitor permits and use of permits by staff • Overview of Traffic Management including enforcement of 20mph speed limit (Improving traffic flow, Reduction in HGVs and preventing rat running) • Cabinet Member Questions; Cabinet Member for Transformation and Public Realm Investment

This page is intentionally left blank