



Haringey Council

[No.]

Overview and Scrutiny Committee on 29 June 2011

Report Title: **Overview and Scrutiny Draft Work Programme 2011/12**

Report of: Councillor Bull – Chair of Overview and Scrutiny Committee

Contact Officer : Eve Pelekanos – Head of Policy, Intelligence and Partnerships

Email: eve.pelekanos@haringey.gov.uk

Tel: 020 8489 2508

Wards(s) affected: **All**

Report for: Information & decision

1. Purpose of the report

1.1 To approve an overall indicative work programme for 2011/12 for Overview and Scrutiny, including the issues that the Committee would like reported to it during the municipal Year and the topics for which the Committee will establish in-depth “task and finish” scrutiny review panels.

2. Introduction by Cabinet Member (if necessary)

2.1. N/A

3. State link(s) with Council Plan Priorities and actions and /or other Strategies:

3.1

4. Recommendations

- 4.1 That the proposed approach and principles outlined within the report be approved.
- 4.2 That the Committee identify the reports in Appendix A that it wishes to receive.
- 4.3 That the Committee commission three topics for in-depth review from the shortlist shown at Appendix B
- 4.4 That the Committee consider the suggested items for the scrutiny meeting schedule in Appendix C.

5. Summary

5.1 This report proposes an overall approach to developing the work plan for 2011/12. It also sets out the reports which could be submitted to the Overview and Scrutiny Committee over the next municipal year and the topics which could be subjected to more detailed review by scrutiny review panels.

6. Chief Financial Officer Comments

6.1 The Chief Financial Officer has been consulted on this report and has made comments that have subsequently been incorporated. There are no direct financial implications, outside of existing budgets, as a result of implementation of the recommendations.

7. Head of Legal Services Comments

7.1 The Acting Head of Legal Services has been consulted on the contents of this report and has no specific comments.

8. Head of Procurement Comments

8.1. N/A

9. Equalities & Community Cohesion Comments

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

- It seeks and articulates the views of members of the local community and their representatives on issues of local concern. Through the new links between Area Committees and Overview and Scrutiny this process will be strengthened bringing these issues to the attention of decision makers to be incorporated into policies and strategies.
- It identifies and engages with hard to reach groups, particularly as part of scrutiny reviews.
- It helps to develop consensus by seeking to reconcile views and developing a shared view of the way forward.
- The evidence generated by scrutiny helps to identify the kind of services wanted by local people.
- It promotes openness and transparency. All meetings and documents are open to local people.

10. Consultation

10.1. N/A

11. Service Financial Comments

11.1. None directly as a result of this report.

12. Use of appendices /Tables and photographs

12.1

Appendix A – Potential reports to the Committee.

Appendix B – Potential scrutiny review topics.

13. Local Government (Access to Information) Act 1985

14. Report

14.1 This report outlines how Overview and Scrutiny will operate in the forthcoming municipal year in the light of the implementation of the Council's recent governance review and its supporting protocols.

14.2 The Overview and Scrutiny Committee (OSC) is responsible for agreeing and managing the overall work plan for overview and scrutiny. In addition, it also undertakes a number of key areas of scrutiny work itself, including:

- Holding local decision makers to account through questioning of the Leader, Cabinet Members and key strategic partners;
- Policy review through one off reports on matters of national or local interest or concern;
- Assisting with policy development through providing input, as appropriate, on strategies and policies under development;
- Performance management through consideration of relevant data;
- External scrutiny of local public services including health; and
- Consideration of call-ins on an "as and when" basis.

The Overview and Scrutiny work programme 2011/12

Maximising outcomes

14.3 Two original objectives of overview and scrutiny were that it should operate in a different way to the committee system that it replaced and that it should make the decision making process more open and accessible through facilitating community engagement. The implementation of the new governance structure can provide an opportunity to refresh these principles.

14.4 The new arrangements will require a greater prioritisation of topics and a smaller number of items on agendas would provide more opportunity for the Committee to engage in meaningful discussion. In addition, this would provide greater scope for engagement with a wider range of stakeholders as well as representatives of the local community.

14.5 As agreed as part of the governance review, there will be five scheduled meetings of the Overview and Scrutiny Committee this year, together with a separate budget scrutiny exercise, with a specific review panel set up to look in depth at three particular themes. As a consequence there will be less capacity within the work plan resulting in the need to prioritise areas of work and what is considered during the year.

- 14.6 It is proposed that the Committee consider a set of specific questions before deciding whether or not to include items within its work plan:
- Is the work being done somewhere else and/or being duplicated? There would seem little point in OSC commissioning work on areas where reviews or similar processes are already taking place. In addition, consultation processes on some policies and strategies may have already involved significant engagement with non Executive Members.
 - Is it worth looking at documents "for noting"? Whilst additional information can be of use in helping the Committee to identify potential areas for further work, it might be a better use of resources to focus on matters where specific input is likely to be generated.
 - Has a new policy or document been properly consulted on? If consultation has been open, transparent and inclusive and there is evidence that comments have been noted and listened to, there may be no specific need for OSC to look at it as well.
 - Does an issue have local dimensions? Such issues would probably be better dealt with by Area Committees with OSC focussing on strategic borough wide issues.

Timetable of meetings for 2011/12

Overview and Scrutiny Committee meeting dates for 2011/12	Meeting type (ordinary unless stated)
Wed 29 June 2011	
Mon 3 October 2011	
Mon 12 December 2011	
Mon 6 February 2012	
Mon 30 April 2012	
TBC	Budget - Scrutiny Review Panel
TBC	Budget – Scrutiny Review Panel
TBC	Budget – Scrutiny Review Panel

The above meetings are for the coming year, with five for ordinary business and three for the budget scrutiny.

Cabinet Member Questions

- 14.7 Cabinet members will outline briefly at the start of each session the priorities relating to their portfolio. There will then be an opportunity for discussion between the Committee and Cabinet members. The discussion can either be prompted by questions to the Cabinet member from the committee or by the Cabinet member setting out areas they would like the views of the committee. If questions cannot be answered by either the Cabinet Member or officers accompanying them, a written answer will be provided within seven days of the meeting. Answers will be recorded formally in the minutes.

Health Scrutiny

- 14.8 Health scrutiny continues to be a particular priority for the Committee. There is an obligation for NHS trusts to engage with overview and scrutiny committees when planning and proposing change. This has become more important to them in the light of the Secretary of State's changes to the NHS operating framework, which require any reconfiguration proposals to demonstrate strengthened patient and public engagement. There are also major changes planned for health services which include a strengthened role for health scrutiny.
- 14.9 The Overview and Scrutiny Committee is already part of the Joint Health Overview and Scrutiny Committee for the north central London sector, which mirrors the new NHS cluster and a certain amount of health scrutiny work will now be undertaken at this level pending the implementation on new structures for NHS services from 2013.
- 14.10 In addition to the Committee's health responsibilities, there is also a duty under the Police and Justice Act 2006 to scrutinise the work of the community safety partnership at least once per year.

Scrutiny Reviews

- 14.11 This year the Overview and Scrutiny Committee will undertake three major crosscutting reviews.
- 14.12 A list of suggested topics for scrutiny reviews is attached as Appendix B. It is proposed that the topics selected for reviews should be significant strategic issues where constructive challenge is likely to have the potential to add greatest value, and which tend to involve an important role for partners. Reviews should not duplicate the work undertaken as part of the budget scrutiny exercise.
- 14.13 The proposed topics for reviews have come from the following sources:
- Suggestions made by Councillors, officers, partners and members of the public
 - Subjects previously identified by the Committee.
 - Urgent issues of concern.
 - New legislation, white and green papers, statements of Government policy etc.
 - Items identified from performance reports or one-off reports to the Committee.
- 14.14 Following selection of appropriate topics, terms of reference will be developed for each review for agreement by the Committee. These shall also be reported to Cabinet and include a plan for carrying out the review and the consideration for co-opting independent experts, providers or users onto the panel.
- 14.15 Each scrutiny review panel will consist of between 3 and 7 members, including members of the Committee drawn from each party and may also include any other non-Executive Councillors and co-optees. For reviews dealing with education matters, the review panel membership will include the statutory education representatives. The membership and chair of each panel will be approved by the Committee upon receiving the terms of reference for the review. Opportunities for panels to regularly feedback on progress and share best practice will be provided on a regular basis.
- 14.16 Haringey Council is submitting a bid to Centre for Public Scrutiny to be one of the ten new Scrutiny Development Areas, as part of phase two of the health inequalities scrutiny programme. If successful we would receive assistance from an expert adviser to carry out a scrutiny review between July and December 2011 on an aspect of health

inequality. It is proposed that one of the three reviews focuses on health inequalities (see Appendix B).

14.17 Feedback from Committee Members from their role as Area Committee chairs on issues that have been raised at Area Committee meetings can also be fed into the work plan on an ongoing basis. For example, as Area Committee meetings take place, potential topics for possible inclusion as one of three scrutiny reviews that the Committee commissions annually can be identified. These should be crosscutting issues which have relevance across the borough.

Budget Scrutiny

14.18 The responsibility for scrutinising the budget will be delegated by the Committee to a budget scrutiny review panel of not more than 5 Members of the Committee, drawn from both parties. The chair of the Panel will be a member of the opposition.

14.19 To allow the Budget Scrutiny Panel time to consider the budget in advance of it formally being set and convey those recommendations to the Cabinet, it is proposed that the following process will shall undertaken:

1. Leader's Conference with Officers and all Councillors	This shall be an opportunity for officers to brief Councillors on the context for the budget.
2. Budget Scrutiny Review Panel Sessions	(a) Scoping meeting with the Budget Scrutiny Review Panel, Cabinet Member for Finance and Senior Officers to select the 3 themes by which budget scrutiny will be undertaken, and identify any initial information required. (b) Three sessions for Budget Scrutiny Review Panel to carry out scrutiny on those three themes. The Panel may request that the Leader, Deputy Leader, Cabinet Member for Finance & Sustainability or officers attend to answer questions.
3. Final recommendations	The recommendations from the 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 how and why recommendations have been taken forward.

One-off Reports

The Committee is required to choose items for which a report will be commissioned from the appropriate department or body. The following items have already been requested or are outstanding from last years work plan:

- Closure of Day Centres (Haynes in particular)
- Child protection/safeguarding:
 - Auditing and the meeting of quality standards and timings; and
 - Causes of delays in assessments – causes
- School admissions report - to look at issues arising from school admissions and any school organisation and pupil places issues.

Policies and Strategies

The Overview and Scrutiny Committee will receive reports on key policies and strategies for comment. These could include:

- Community Safety Partnership Strategy 2011-14 – for approval by Cabinet in July
- Child Poverty Strategy
- Equal Opportunities Policy
- Homelessness Strategy
- Health and Wellbeing Strategy
- Voluntary Sector Strategy
- Treasury Management Strategy Statement (TMSS)¹ (Cabinet July 2011)

The Forward Plan (three month period) has identified the following:

- Financial Planning for 2012/13 – 2014/15 (Cabinet -19 July 2011)
- Report of the Sustainable Transport Commission (Cabinet - 19 July 2011)

Performance Management Reports

The Committee has indicated that it wishes to receive the following performance reports:

- The Council Performance Monitoring Reports - twice per year
- The Council Budget Monitoring Report – twice per year
- Exam results – annual
- Annual report on the Crime and Disorder Partnership

Updates on Previous Scrutiny Reviews

- Support to Carers
- Sexual Health
- Engaging with Hard to Reach Communities
- Transition from Children to Adults
- Support to Small Businesses
- Sustainable Transport

Urgent Reports

Occasionally events occur which necessitate an urgent report to Overview and Scrutiny Committee. Whilst clearly such reports can not be planned the need to allocate sufficient time for consideration of unforeseen events needs to be allowed for in the committees work programme.

¹ This is to be looked at by the Overview and Scrutiny Committee after it has been formulated by the Corporate Committee and before it is ratified by Full Council as per Constitutional requirements.

Scrutiny Reviews 2011/12 - Suggestions

Issue	Proposed by	Outline
<p>1. Use of Community Buildings</p>	<p>Agreed by Committee as part of last year's work plan.</p> <p>CEMB 17 May 2011</p>	<p><u>Overarching aim:</u> '....to assess the role and function of community buildings in enabling the community and voluntary sector to help meet the needs of local residents.'</p> <p><u>Objectives:</u></p> <ul style="list-style-type: none"> ▪ To assess the role that community buildings play in supporting the work of the community and voluntary sector ▪ To examine the usage and accessibility of community buildings by the community and voluntary sector groups ▪ To look at the condition of community buildings stock and how this impacts on activities/ services provided by community groups ▪ Assess the current provision of leases for community buildings and the effectiveness of new lease developments (i.e. the model lease) <ul style="list-style-type: none"> ○ To include accountability for use of buildings ▪ Benchmark the administration and support of community buildings in Haringey against other local authorities. ▪ To identify models and best practice in the management of community building from other Local authorities to help guide future provision in Haringey ▪ Assess the impact of recent legislative and policy developments (local and national) on the future administration and usage of community buildings:

Issue	Proposed by	Outline
		<ul style="list-style-type: none"> ○ Localism Bill ○ Big Society developments ○ Haringey Voluntary Sector Strategy ○ Community Hubs
2. Health inequalities topic	CEMB 17 May 2011	<p>A successful bid has been submitted for Haringey Council to be a Scrutiny Development Area and to carry out a review on health inequalities. This review will therefore receive assistance from an expert adviser to carry out a scrutiny review between July and December 2011 on an aspect of health inequality as outlined below.</p> <p>It is proposed the review would use the Dahlgren and Whitehead model to build on work to tackle the life expectancy gap. It would develop recommendations to increase male life expectancy in the ethnically diverse east of the borough – <i>the corridor of deprivation</i>. The review would focus on cardiovascular disease and how we engage the local population in:</p> <ul style="list-style-type: none"> ● Prevention: smoking, physical activity, alcohol, obesity ● Early intervention (adults over 40):cardiovascular disease
3. Democratic Accountability in Health	Councillor Winskill	<p>The review would consider how the voice of local people and communities are heard and their views reflected in the shaping of future and existing services - which should be designed to tackle health inequalities. The review would take into account recent and ongoing government direction and seek to make recommendations to add value to the ongoing changes.</p> <p>N.b. Elements of this review could be covered with the above suggested review on health inequalities, which would focus on those often most unengaged with health services.</p>
4. Supporting Young	Cabinet Member for	The review would focus on how young carers are identified and their support needs

Issue	Proposed by	Outline
Carers	Children and Young People	are met. This would look at the full range of services that come into contact with young carers including schools, the youth service, adult social care (e.g. mental health services, alcohol and drug services) and voluntary sector.
5. Worklessness	CEMB 17 May 2011	Scrutiny review of Haringey Guarantee carried out in 2010. Concluded at a time when funding from Area Based Grant being withdrawn which affected the recommendations.
6. Topics arising from Area Committee discussions	Area Committee Chairs	Issues with a borough wide impact could be considered as one of the three review topics the Committee commissions.
7. Temporary Accommodation	Councillor Alexander	The review would focus on how the Council is addressing temporary accommodation, specifically what can be done to help reduce the amount of time in which local people reside in temporary accommodation and how the quality of the accommodation could be improved. The review could also encompass an assessment of the impact of recent legislative and policy changes which may impact on homelessness (i.e. changes in housing and other welfare benefits).
8. Benefits and Council Tax	Councillor Weber	<p>“The grant of Housing Benefit and Council Tax Benefit is often closely connected to receipt of other benefits such as Income Support, Jobseeker's Allowance, Employment and Support Allowance and tax credits. Haringey Council needs the right information flows to and from DWP/Jobcentre Plus and HMRC covering both new claims and changes of circumstances. There is also an ask of how does Haringey measure customer satisfaction in the service.”</p> <p>When considering this review it is important to bear in mind the proposed changes under the Welfare reform Bill currently going through parliament. These proposals outline drastic changes to the welfare system with the introduction of the Universal</p>

Issue	Proposed by	Outline
		<p>Credit from 2013. The Universal credit will be an integrated benefit replacing:</p> <ul style="list-style-type: none"> • Income Support • Income-related Job Seekers Allowance (JSA) • Income-related Employment and Support Allowance (ESA) • Housing Benefit • Child Tax Credit • Working Tax Credit <p>The Universal Credit will be administered by the DWP removing benefit administration responsibilities from organisations such as local authorities (Housing Benefit) and HM Revenue & Customs (Working Tax Credits and Child Tax Credits).</p>
<p>9. Missing from Care and from Home</p>	<p>Scrutiny Review – Corporate Parenting</p>	<p>Review recommendation:</p> <p>“That, in the light of concerns raised in evidence received by the panel concerning children missing from our care and especially those missing from our care homes, a scrutiny review be undertaken on the Council’s policy, procedures, practices and performance in this area, including the “Missing From Care and Home” Action Plan, as well as the financial impact. “</p>

Overview and Scrutiny Committee meeting dates for 2011/12	
Wed 29 June 2011	<p><i>Agenda agreed</i></p> <ul style="list-style-type: none"> • Leader of the Council and Chief Executive – council priorities for 2011/12 • Cabinet member for finance and carbon reduction questions • Crime figures • Community Safety Partnership strategy • Report of Betting Shop scrutiny review • Area Committee chairs' feedback
Mon 3 Oct 2011	<ul style="list-style-type: none"> • Cabinet member questions - Environment • Performance report • Budget monitoring report • Review updates • Progress on previous reviews • Review scoping reports • <i>Strategy / policy....</i> • Area Committee chairs' feedback
Mon 12 Dec 2011	<ul style="list-style-type: none"> • Cabinet members' questions – Children and Health and Adult services • Exam Results • Review updates • Progress on previous reviews • Voluntary Sector Strategy • Area Committee chairs' feedback
Mon 6 Feb 2012	<ul style="list-style-type: none"> • Cabinet members' questions – Economic development and social inclusion and Communities • Review reports • Progress on previous reviews • <i>Strategy / policy....</i> • Area Committee chairs' feedback
Mon 30 Apr 2012	<ul style="list-style-type: none"> • Cabinet member questions – Housing • Performance report • Budget monitoring • Review reports • Progress on previous reviews • <i>Strategy / policy....</i> • Area Committee chairs' feedback

- ★ **Schools admissions report to be scheduled**
- ★ **Three budget scrutiny review panel dates to be scheduled – likely to be in September.**
- ★ **Treasury Management Strategy to be considered by Overview and Scrutiny before it is ratified by Full Council as per Constitutional requirement (likely to be either December or February 2012 Committee meeting)**