



Haringey Council

Report for:	Environment & Housing Scrutiny Panel	Item Number:	
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Title:	Terms of Reference
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Report Authorised by:	Cllr Reg Rice Chair, Overview & Scrutiny Committee
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Lead Officer:	Christine Piscina, Strategic Support Manager christine.piscina@haringey.gov.uk
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Ward(s) affected:	Report for Key/Non Key Decisions:
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1. Describe the issue under consideration

1.1. In July 2010, the Council began a review of governance arrangements in Haringey.

The review examined the function and operation of council meetings to ensure that local democratic structures:

- were responsive to local needs and concerns
- helped to develop civic engagement
- provided value for money for local residents.

1.2. A key objective within the Governance Review was to examine the Overview and Scrutiny function and ensure that it assists Council in making important decisions and helps to develop policy in a useful and effective manner. In light of this, a new structure for Overview & Scrutiny was developed.

1.3. Within the new Overview & Scrutiny structure, there is one overarching Overview and Scrutiny Committee and four scrutiny panels. Panels will have responsibility for scrutinising their own discrete areas of work, which are:

- Communities
- Adults and Health
- Children & Young People
- Environment and Housing

1.4. It is important to note that the panels do not have the legal capacity to discharge Overview and Scrutiny functions. Recommendations made by the panels must therefore be approved by the main Overview and Scrutiny Committee.

1.5. The Committee has determined the terms of reference of each Scrutiny 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. Areas which are not covered by the 4 Scrutiny Panels shall be the responsibility of the main Overview and Scrutiny Committee.

2. Cabinet Member introduction

N/A

3. Recommendations

3.1. That the terms of reference for the Panel, as approved by the Overview and Scrutiny Committee on 23 July 2012, be noted.

4. Other options considered

N/A

5. Scrutiny Panels

5.1. Scrutiny panels are non-decision making bodies and the work programme and any subsequent reports and recommendations that each panel produces must be approved by the Overview & Scrutiny Committee. Such reports can then be referred to Cabinet or Council under agreed protocols. There are generic terms of reference for all of the scrutiny panels.

5.2. Terms of Reference for Scrutiny Panels

Policy Development and Review

5.2.1. Any Scrutiny Panels established by the Overview and Scrutiny Committee may, in accordance with Part Two, Article 6.03 (b) of the constitution:

- 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.

Scrutiny

5.2.2. Any Scrutiny Panels established by the Overview and Scrutiny Committee may, in accordance with Part Two, Article 6.03 (c) of the constitution:

- 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. 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
- v. Question and gather evidence from any person (with their consent).

Approval of findings and recommendations

5.2.3. Scrutiny Panels must refer their findings/recommendations to the main Overview and Scrutiny Committee for approval prior to referral to Cabinet or the Council as appropriate.

Policy Areas

5.2.4. The area of policy covered by the Environment and Housing Scrutiny Panel are as follows (a full list for all panels is contained in Appendix A):

- Carbon reduction
- Recycling and waste management
- Highways
- Sustainable transport
- Parking
- Parks and Open spaces
- Planning & Licensing
- Enforcement
- Strategic housing policy, social housing, housing allocations.

5.3. Membership of Panels

5.3.1. As laid out in the Overview and Scrutiny Protocol and as agreed at Full Council on 16th July 2012 individual panels will be chaired by a Member of the Overview & Scrutiny Committee. The total membership of the panel will consist of between 3 and 7 non executive members and be politically proportional as far as possible (including the Chair), and that apart from the Chair, the other Panel members to be non-executive members.

5.3.2. Each Scrutiny Panel is entitled to appoint up to three non-voting co-optees. The Children and Young People's Scrutiny Panel 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 Panel are considered.

5.4. Cycle of meetings

5.4.1. As per the Overview and Scrutiny Protocol, each of the scrutiny panels will meet five times per year, one of which will be a dedicated budget scrutiny meeting.

6. Comments of the Chief Finance Officer and financial implications

6.1. There are no financial implications arising from the recommendations set out in this report. Should any of the work undertaken by panels generate recommendations with financial implications, these will be highlighted at that time.

7. Head of Legal Services and legal implications

7.1. The Head of Legal Services has been consulted over these proposals and is satisfied that the establishment of Scrutiny Panels as set out in the report meets all legal requirements. The inclusion of non-executive members who are not members of the Overview and Scrutiny Committee means that the Panels cannot discharge overview and scrutiny functions and must direct all their conclusions/findings/recommendations to Overview and Scrutiny Committee for approval.

7.2. There are no other legal implications arising from this report.

8. Equalities and Community Cohesion Comments

8.1. Overview and scrutiny has a strong community engagement role and aims to regularly involve local residents in its work. It is anticipated that the new structure will enable local residents to have greater involvement in the work of Scrutiny by making engagement a more integral part of the scrutiny process.

8.2. Scrutiny promotes openness and transparency. All meetings and documents are public and therefore open to local people.

9. Head of Procurement Comments

9.1. N/A

10. Policy Implication

10.1. Scrutiny has a role in policy development and review across the Council and Partnership as well as to act as a direct link to the local community. It is therefore anticipated that Overview and Scrutiny will, during the course of its work, make recommendations which will have an impact on Council and partnership policy.

10.2. The work of both the main Overview and Scrutiny Committee and the Scrutiny Panels is intended to add value to the work of the Council and its partners. It is not intended that the work of Scrutiny duplicates work being undertaken elsewhere.

11. Use of Appendices

N/A

12. Local Government (Access to Information) Act 1985

Appendix A – Scrutiny bodies: role and service areas.

Scrutiny body	Exec Lead	Scrutiny role	Policy service /areas covered
Overview and Scrutiny Committee Chair: Cllr Rice	<u>Cabinet</u> Leader Cllr Goldberg Cllr Strickland Chief Executive	<ul style="list-style-type: none"> ▪ Cabinet Q & A ▪ Scrutiny work programme ▪ Ratifying reports of Panels ▪ Budget Scrutiny ▪ Borough wide/cross cutting topics ▪ Call-in ▪ CCFA ▪ Updates on previous reviews ▪ Updates from scrutiny panels 	<ul style="list-style-type: none"> ▪ Corporate Policy & Strategy ▪ Council Budget ▪ Council performance ▪ Corporate property ▪ IT ▪ Customer Services ▪ Benefits ▪ Legal services ▪ Regeneration ▪ Employment/worklessness ▪ Voluntary sector ▪ Community cohesion ▪ Tottenham Regeneration Project ▪ St Ann’s redevelopment ▪ Partnership arrangements
Adults and Health Chair: Cllr Adamou	<u>Cabinet</u> Cllr Vanier Cllr Waters <u>Directors:</u> Mun Thong Phung Libby Blake Jeanelle de Gruchy	<ul style="list-style-type: none"> ▪ Cabinet Q & A ▪ Performance ▪ Policy and strategy ▪ Budget scrutiny ▪ Updates on previous scrutiny reviews ▪ Substantial variations (health) 	<ul style="list-style-type: none"> ▪ Adult social care ▪ Public Health ▪ Link with CCG ▪ Health and Wellbeing Board ▪ Adult health services ▪ Children’s health services ▪ Transition ▪ Changes to service provision
Children and Young People Chair: Cllr Newton	<u>Cabinet</u> Cllr Waters Cllr Goldberg Cllr Strickland <u>Directors:</u> Libby Blake	<ul style="list-style-type: none"> ▪ Cabinet Q & A ▪ Performance ▪ Policy and strategy ▪ Budget scrutiny ▪ Updates on previous scrutiny reviews 	<ul style="list-style-type: none"> ▪ Looked after Children ▪ Fostering and adoption ▪ Education e.g. exam results & school improvements ▪ Youth offending ▪ Safeguarding ▪ Child poverty ▪ Effectiveness of partnership working
Environment And Housing Chair: Cllr McNamara	<u>Cabinet</u> Cllr Goldberg Cllr Bevan Cllr Canver <u>Directors:</u> Mun Thong Phung Lyn Garner	<ul style="list-style-type: none"> ▪ Cabinet Q & A ▪ Performance ▪ Policy and strategy ▪ Budget scrutiny ▪ Updates on previous scrutiny reviews 	<ul style="list-style-type: none"> ▪ Carbon reduction ▪ Recycling and waste management ▪ Highways ▪ Sustainable transport ▪ Parking ▪ Parks and Open spaces ▪ Planning & Licensing ▪ Enforcement ▪ Strategic housing policy, social housing, housing allocations.
Communities Chair: Cllr Winskill	<u>Cabinet</u> Cllr Watson Cllr Strickland <u>Director/ACE:</u> Stuart Young Lyn Garner	<ul style="list-style-type: none"> ▪ Cabinet Q & A ▪ Performance ▪ Policy and strategy ▪ Budget scrutiny ▪ Updates on previous scrutiny reviews 	<ul style="list-style-type: none"> ▪ Crime and disorder ▪ Libraries ▪ Culture ▪ Leisure ▪ Equalities ▪ Domestic violence ▪ Area Forums and Committees