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| <b>Report for:</b> | <b>Overview &amp; Scrutiny Committee</b><br><br><b>17<sup>th</sup> June 2013</b> | <b>Item number</b> |  |
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| <b>Title:</b> | <b>Overview &amp; Scrutiny Work Programme 2013/14</b> |
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| <b>Report authorised by :</b> | <b>Cllr Bull, Chair Overview &amp; Scrutiny Committee</b> |
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| <b>Lead Officer:</b> | Christine Piscina, Strategic Support Manager<br>Chrsitne.piscina@haringey.gov.uk |
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| <b>Ward(s) affected:</b><br><br>ALL | <b>Report for Key/Non Key Decision:</b> |
|-------------------------------------|---|

**1. Describe the issue under consideration**

1.1 This report outlines the indicative scrutiny work programme for 2013/14 for approval by the Overview & Scrutiny Committee.

**2. Cabinet Member Introduction**

2.1 N/A

**3. Recommendations**

3.1 That the Overview & Scrutiny Committee discuss and agree their work programme for 2013/14 based on the list of possible areas in section 4 of the attached report.

3.2 That the Overview and Scrutiny Committee approve the list of possible areas for the Panels to scrutinise in 2013/14. (These lists will then be discussed by each of the Panels to ensure that the work programme for each Panel is manageable.)

**4. Other options considered**

4.1 Not applicable.

**5. Background information**

- 5.1 The Overview & Scrutiny Committee is required to produce and agree a plan of work that it intends to carry out in the forthcoming Municipal Year 2013/14.
- 5.3 A local consultation process has been undertaken in the development of the work programme for all scrutiny bodies. In developing the work programme it is intended that suggested items for possible scrutiny in the year ahead:
- Complement the priorities and work of the Council and its partners;
  - Reflect the concerns of local communities; and,
  - Identifies those issues where scrutiny can add value and have most impact.
- 5.4 The proposed work programme is indicative, as items will need to be scoped and agreed by the relevant scrutiny body prior to commencement of any scrutiny work.
- 5.5 As outlined in the Council Constitution (Part 4, Section G, 1.2 OSC Terms of Reference) the Overview and Scrutiny Committee is responsible for approving the work programme for the Overview and Scrutiny Committee and Panels in order to ensure that time is effectively and efficiently utilised. Therefore:
- Any scoping reports for project work to be undertaken by Scrutiny Panels will be approved by the Overview and Scrutiny Committee at a future meeting;
  - Any additions to the work programme outlined in this report will be approved by the Overview and Scrutiny Committee prior to commencement.

## **6. Comments of the Chief Financial Officer and Financial Implications**

To follow

## **7 Head of Legal Services and Legal Implications**

- 7.1 The consideration and approval of the work programme for 2013/14 complies with Rule 8 of the Overview and Scrutiny Procedure Rules and Paragraph 5.1 of the Overview and Scrutiny Protocol. There are no immediate legal implications arising from the report.

## **8. Equalities and Community Cohesion Comments**

- 8.1 Overview and scrutiny has a strong community engagement role and aims to regularly involve local stakeholders, including 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. It also provides a means of bringing these to the attention of decision makers and incorporate them into policies and strategies;
  - It identifies and engages with hard to reach groups;
  - It helps to develop consensus by seeking to reconcile differing 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 are held in public and documents are available to local people.

## **9. Head of Procurement Comments**

9.1 Not applicable.

## **10. Policy Implications**

10.1 It is intended that the work of the Overview & Scrutiny Committee and its Panels will contribute and add value to the work of the Council and its partners in meeting locally agreed priorities.

## **11. Use of Appendices**

Appendix A - Scrutiny bodies: roles and service areas.

Appendix B – OSC Work Programme development report

Appendix C - Meeting dates of scrutiny bodies

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

## **Overview & Scrutiny 2012/13: Structure and Work Programme**

### **1. Introduction**

- 1.1 The Overview & Scrutiny Committee is required to produce and agree an annual plan of work.
- 1.3 The following report outlines the work programmes for the main Overview & Scrutiny Committee as well as scrutiny panels. It is intended that this will provide a preliminary guide to the work of all these scrutiny bodies throughout 2013/14.

### **2. The role, function and service areas covered by scrutiny bodies**

- 2.1 Within the Overview & Scrutiny structure, there is one overarching Overview and Scrutiny Committee and four scrutiny panels. Scrutiny panels will have responsibility for scrutinising their own discrete areas of work, which are:
  - Adults & Health;
  - Children & Young People;
  - Communities; and
  - Environment & Housing.
- 2.2 The scrutiny role and policy areas that will be scrutinised by Overview & Scrutiny Committee and individual scrutiny panels are described in Appendix A.
- 2.3 All scrutiny bodies will perform similar scrutiny roles within their area of responsibility, which will include:
  - Holding the Cabinet and other local decision making bodies to account (e.g. Cabinet Question and Answer sessions, North London Waste Authority);
  - Performance monitoring;
  - Assisting in the development or review of policies; and
  - Budget scrutiny.

### **3. Development of the scrutiny work programme 2013/14**

- 3.1 It is important that the work of the Overview & Scrutiny Committee and Scrutiny Panels assists the Council and its partners in meeting agreed local priorities. In this context, the work of scrutiny bodies should complement (and not duplicate) any work being undertaken elsewhere to help achieve local priorities.
- 3.2 In determining the issues to be considered by scrutiny bodies, priority should also be given to those areas where the scrutiny process has potential to add value<sup>1</sup> to the work of the Council or its partners through making achievable recommendations for improvement.

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<sup>1</sup> For example through public engagement, stakeholder involvement or non party political scrutiny (political consensus).

- 3.3 In order to ensure that issues selected for scrutiny are consistent with the priorities of the Council and its partners *and* reflect the concerns of the community, key stakeholders have been consulted in the development of the scrutiny work programme. These have included:
- Cabinet Members and senior Council officers;
  - Chairs of Area Committees;
  - All other non executive Members;
  - Local partner agencies (e.g. health, housing, police, fire brigade, voluntary sector); and
  - Local residents associations, community groups.
- 3.4 An analysis of the consultation process including a breakdown of areas identified as a priority for scrutiny and specific topic suggestions can be found at Appendix B.
- 3.5 In developing the work programme Cabinet Members and senior officers have been asked to help identify suitable items for scrutiny involvement, which have included:
- Forthcoming strategies or policies which may benefit from scrutiny involvement;
  - Performance reports;
  - Progress reports on key council priorities; and
  - Annual service reports or inspection reports.
- 3.6 There may also be issues or topics which may benefit from more in-depth scrutiny by the Overview and Scrutiny Committee or individual Scrutiny Panels. Where such issues have been identified, these will be need to be scoped and a necessary project plan put in place which can then be managed by the relevant scrutiny body and support officer.
- 3.7 Occasionally events occur which may necessitate an urgent report to Overview and Scrutiny Committee or Scrutiny Panel. Whilst such reports cannot be planned, there is a need to allocate sufficient time within the scrutiny work programme for consideration of unforeseen events or topical issues as and when they arise.

#### **4. The work programme for Overview & Scrutiny 2013/14**

- 4.1 The Scrutiny protocol indicates that the Overview & Scrutiny Committee shall meet 6 times per annum, one meeting which is dedicated to budget scrutiny. Ordinarily, Scrutiny Panels shall meet 5 times each year, one of which is dedicated to scrutinising the budget in their areas of responsibility. The programme of scheduled meetings for all scrutiny bodies is contained in Appendix C.
- 4.2 Following the consultation processes outlined above, the following provides an outline of issues which have been identified for inclusion within the various work programmes of scrutiny bodies. At this stage, many of the following are proposals and will need to be scoped and agreed prior to commencement of any scrutiny work.

## Overview & Scrutiny Committee

| <b>Theme/Topic</b>                     | <b>Focus of scrutiny involvement</b>  |
|--|---|
| Impact of welfare benefit changes      | Area of focus to be scoped for discussion at OSC  |
| St Ann's Hospital Site                 | Redevelopment of site   |
| Lee Valley Regeneration Park Authority | Coordination of plans for regeneration of Tottenham and links with other Authorities  |
| Jobs Support Market                    | Fragmentation of support<br>Care leavers  |
| Customer Services                      | Area of focus to be scoped for discussion at OSC  |
| North London Waste Authority           | To follow on from initial conversations in 2012/13  |
|  |   |
| <b>One off reports</b>                 |   |
| High Streets                           | TBA   |
| Treasury Management Strategy Statement | Part 4, Section G of the Council Constitution states that "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)." |
| Review updates                         | <ul style="list-style-type: none"> <li>• Corporate parenting</li> <li>• Breast Screening</li> <li>• Men's Health</li> <li>• Registered Social Landlords</li> <li>• Children missing from care and home</li> </ul>   |

## Adults and Health Scrutiny Panel

| <b>One off reports</b>                        |   |
|---|---|
| 111 and Out of Hours services                 | Roll out and performance  |
| Francis Report                                | 'Quality Assurance' on CCG plans to ensure Trusts are meeting recommendations |
| GP access                                     | To consider work being done by the Haringey CCG on improving access to GPs.   |
| Voluntary Sector Commissioning Framework      | Support to the voluntary sector   |
| Care and Support Bill                         |   |
| Healthwatch                                   |   |
| Whittington Health – Integrated Care Strategy |   |
| Primary Care Strategy                         |   |
| Winterbourne View                             | Safeguarding  |
| NHS Health checks                             | Progress update   |

| <b>Project work</b>         |  |
|-----------------------------|--|
| Mental Health               | Possible areas of focus: <ul style="list-style-type: none"> <li>• Proposed changes to the way the 'front end' works within BEHMHT</li> <li>• Residential / supported living provision in the borough</li> <li>• Access to primary care for people with MH issues</li> <li>• Physical health for people with MH</li> <li>• Recovery College at Clarendon, how it fits into with the multiagency recovery pathway</li> </ul> |
| Dementia                    | <ul style="list-style-type: none"> <li>• Joined up care pathways and partnership arrangements</li> </ul>   |
| <b>Ongoing</b>              |  |
| Francis Report              |  |
| St Ann's site redevelopment | Health services aspects  |

### **Children and Young Peoples Scrutiny Panel**

|                                  |  |
|----------------------------------|--|
| <i>Strategies:</i>               | School Improvement<br>Early Years (inc. Children Centres)<br>Strategic Place Planning<br>Early Help<br>Services to Schools/Outstanding for All<br>Action Plan<br>Children and Young People's Plan<br>School Expansion  |
| <i>Other Issues:</i>             | Advice to Young People in Schools<br>School Improvement – Academies and<br>Role of Sponsor<br>Judicial Review - Safeguarding Case<br>and Action Arising<br>Early Help Offer/Troubled Families<br>Haringey 54000<br>Social Work Training and Recruitment<br>Development of Fostering Service<br>Adoption<br>C&YPS Restructuring |
| <i>Project</i>                   | Services to Schools<br>Fostering/iMPower   |
| <i>Items for 16 July Meeting</i> | Action Plan for Child Poverty<br>Draft Early Help Policy (to be<br>confirmed)<br>Haringey 54000<br>Update on Social Work Training and<br>Recruitment – Briefing on Frontline   |

|  |   |
|--|---|
|  | Judicial Review - Safeguarding Case and Action Arising<br>C&YPS - Changes<br>Education Commission – Outstanding for All – progress with recommendations |
|--|---|

### **Communities Scrutiny Panel**

Cabinet Member and Chair of Panel are due to meet on Wed 19<sup>th</sup> June to discuss work of the Panel.

### **Environment and Housing Scrutiny Panel**

| <b>Theme</b>                               | <b>Objectives</b>  |
|--|--|
| Strategic enforcement                      | <ul style="list-style-type: none"> <li>• Audit of enforceable functions</li> <li>• Establish principles for enforcement (e.g. risk, cost, public interest)</li> <li>• Actions to support coordinated enforcement (e.g. data sharing protocols, partnership working)</li> </ul> |
| Registered Social Landlords                | <ul style="list-style-type: none"> <li>• Performance (repairs /voids)</li> <li>• Update on previous review</li> </ul>  |
| Community engagement with planning process | <ul style="list-style-type: none"> <li>• Best practice</li> <li>• What happens in other authorities?</li> </ul>  |
|  |  |

4.3 A more detailed work programme, based on the above list and detailing issues to be covered within the timetable of each scrutiny body will be produced in discussion with the Chair and membership of relevant scrutiny bodies.

4.4 As outlined in the Council Constitution (Part 4, Section G, 1.2 OSC Terms of Reference) the Overview and Scrutiny Committee is responsible for approving the work programme for the Overview and Scrutiny Committee and Panels to ensure that time is effectively and efficiently utilised. Therefore:

- Any scoping reports for project work to be undertaken by Scrutiny Panels will be approved by the Overview and Scrutiny Committee at a future meeting;
- Any additions to the work programme outlines in this report will be approved by the Overview and Scrutiny Committee prior to commencement.

## **5. Cabinet Member Involvement**

5.1 Cabinet Members will be invited to attend the relevant Committee or Panel(s) to answer questions from their portfolio area. Cabinet Members may be accompanied and assisted by any officers as they wish.



5.2 Cabinet Members will attend the Overview and Scrutiny Committee and/or the relevant Scrutiny Panel twice per year for Cabinet Member questions, and once for Budget Scrutiny.

## 6. Budget Scrutiny

6.1 As per protocol, the Vice Chair of the Overview & Scrutiny Committee shall be responsible for the co-ordination of the Budget Scrutiny process and recommendations made by respective Scrutiny Review Panels relating to the budget.

6.2 The budget will be scrutinised by each Scrutiny Review Panel in their respective areas and subsequent reports produced from their deliberations shall go to the Overview & Scrutiny Committee for approval. The areas of the budget which are not covered by the scrutiny panels shall also be considered by the main Overview & Scrutiny Committee.

6.3 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:

|   |   |
|---|---|
| 26 <sup>th</sup> June 2013  | Government Spending Review  |
| 9 <sup>th</sup> July 2013   | Cabinet – Financial Planning 2014/15-2016/17  |
| December 2013<br><u>Scrutiny Panels:</u><br>E&H – 2 <sup>nd</sup> Dec<br>CSP – 2 <sup>nd</sup> Dec<br>CYP – 5 <sup>th</sup> Dec<br>A&H – 12 <sup>th</sup> Dec<br><u>OSC:</u> 16 <sup>th</sup> Dec | Scrutiny Panels and OSC scrutinise MTFP and any budget saving identified in their area of responsibility. Cabinet Member for Finance/ Snr. officers attend to answer questions  |
| Dec 2012- Jan 2013  | Formulation of reports with recommendations by Policy Officers  |
| 23 <sup>rd</sup> January  | Final Budget Scrutiny Report approved by OSC  |
| 11 <sup>th</sup> February   | Cabinet. The OSC 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. |
| 26 <sup>th</sup> February   | Budget setting at Full Council  |

## 7. Representations from Area Chairs

7.1 As outlined in the Overview and Scrutiny Protocol there shall be a standing item on OSC meeting agendas to receive feedback from Area Committees. Area Committee Chairs shall also be able to attend OSC meetings, and ask questions.



## Appendix A – Scrutiny bodies: roles and service areas.

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

## Appendix C – Meeting dates of scrutiny bodies

### Overview and Scrutiny Committee

|                                    |  |
|------------------------------------|--|
| 17 <sup>th</sup> June              | <b>Lead officers:</b><br>Melanie Ponomarenko, Senior Scrutiny Officer, 0208 489 2933<br>melanie.ponomarenko@haringey.gov.uk<br>Martin Bradford, Senior Scrutiny Officer,<br>martin.bradford@haringey.gov.uk<br>0208 489 6950 |
| 7 <sup>th</sup> October            |  |
| 25 <sup>th</sup> November          |  |
| 16 <sup>th</sup> December (budget) |  |
| 23 <sup>rd</sup> January           |  |
| 17 <sup>th</sup> March             |  |

### Children and Young People Scrutiny Panel

|                                   |   |
|-----------------------------------|---|
| 16 <sup>th</sup> July             | <b>Lead officer</b><br>Rob Mack, Senior Scrutiny Officer, 0208 489 2921, rob.mack@haringey.gov.uk |
| 26 <sup>th</sup> September        |   |
| 28 <sup>th</sup> November         |   |
| 5 <sup>th</sup> December (budget) |   |
| 27 <sup>th</sup> February         |   |

### Communities Scrutiny Panel

|                                   |   |
|-----------------------------------|---|
| 25 <sup>th</sup> July             | <b>Lead officer</b><br>Rob Mack, Senior Scrutiny Officer, 0208 489 2921, rob.mack@haringey.gov.uk |
| 30 <sup>th</sup> September        |   |
| 7 <sup>th</sup> November          |   |
| 2 <sup>nd</sup> December (budget) |   |
| 6 <sup>th</sup> March             |   |

### Adults and Health Scrutiny Panel

|                                    |   |
|------------------------------------|---|
| 29 <sup>th</sup> July              | <b>Lead officer:</b><br>Melanie Ponomarenko, Senior Scrutiny Officer, 0208 489 2933,<br>melanie.ponomarenko@haringey.gov.uk |
| 19 <sup>th</sup> September         |   |
| 11 <sup>th</sup> November          |   |
| 12 <sup>th</sup> December (budget) |   |
| 27 <sup>th</sup> February          |   |

### Environment & Housing Scrutiny Panel

|                                   |  |
|-----------------------------------|--|
| 2 <sup>nd</sup> July              | <b>Lead officer:</b><br>Martin Bradford, Senior Scrutiny Officer, 0208 489 6950<br>martin.bradford@haringey.gov.uk |
| 26 <sup>th</sup> September        |  |
| 12 <sup>th</sup> November         |  |
| 2 <sup>nd</sup> December (budget) |  |
| 24 <sup>th</sup> February         |  |