



Report for:	Overview and Scrutiny Committee	Item Number:	
Title:	Overview and Scrutiny Committee and Scrutiny Panels – Terms of Reference and Protocol and Scrutiny Panel Membership		
Report Authorised by:	Cllr Gideon Bull Chair, Overview and Scrutiny Committee		
Lead Officer:	Christine Piscina, Strategic Support Manager Christine.piscina@haringey.gov.uk		
Ward(s) affected: ALL	Report for Key/Non Key Decisions:		

1. Describe the issue under consideration

- 1.1. 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:
- Adults and Health
 - Children & Young People
 - Communities
 - Environment and Housing
- 1.2. It is important to note that the work of the four Panels is overseen by the main Overview and Scrutiny Committee and recommendations made by these Panels must be approved by the main Overview and Scrutiny Committee.
- 1.3. This report includes the terms of reference and areas of responsibility for the scrutiny panels as well as the Panel membership for approval by the Overview and Scrutiny Committee.
- 1.4. The Overview and Scrutiny Committee determines 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.
- 1.5. Areas which are not covered by the 4 Scrutiny Panels shall be the responsibility of the main Overview and Scrutiny Committee.



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2. Cabinet Member introduction

N/A

3. Recommendations

The Committee is asked to

- 3.1 Note the Terms of Reference and Protocol for the Overview and Scrutiny Committee.
- 3.2 Establish the following Scrutiny Review Panels:
 - Adults and Health Scrutiny Review Panel
 - Children and Young People Scrutiny Review Panel
 - Communities Scrutiny Review Panel
 - Environment and Housing Scrutiny Review Panel
- 3.3 Approve the Terms of Reference for the Panels as set out in Paragraph 5.2 below; and
- 3.4 Approve the Panel Membership as set out in Paragraph 5.3 below.

4. Other options considered

N/A

5. Scrutiny Panels

5.1. As a subcommittee, 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.

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



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- 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. Make recommendations to the Cabinet or relevant nonexecutive 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).

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. Areas of policy for each panel are laid out below:

Adults and Health Scrutiny Panel

- Adult social care
- Public Health
- Link with CCG
- Health and Wellbeing Board
- Adult health services
- Children's health services
- Transition
- Changes to service provision
- Voluntary Sector

Environment and Housing Scrutiny Panel

- Recycling and waste management
- Highways



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- Sustainable transport
- Parking
- Parks and Open spaces
- Planning & Licensing
- Enforcement
- Strategic housing policy, social housing, housing allocations.

Children and Young People Scrutiny Panel

- Looked after Children
- Fostering and adoption
- Education e.g. exam results & school improvements
- Youth offending
- Safeguarding
- Effectiveness of partnership working

Communities Scrutiny Panel

- Crime and disorder
- Libraries
- Culture
- Leisure
- Equalities
- Domestic violence
- Area Forums and Committees

5.3. Membership of the 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.

5.3.3. The proposed Panel membership for each of the Panels is as follows:

- **Adults and Health Scrutiny Panel**

Cllr Adamou (Chair) - Labour

Cllr Stennett - Labour

Cllr Bull – Labour

Cllr Erskine – Liberal Democrat

Cllr Winskill – Liberal Democrat



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- **Environment and Housing Scrutiny Panel**

Cllr McNamara (Chair) - Labour

Cllr Gibson – Labour

Cllr Alexander – Liberal Democrat

Cllr Bloch – Liberal Democrat

Cllr Weber - Independent

Cllr Stanton – Independent

Any further membership to be confirmed.

- **Children and Young People Scrutiny Panel**

Cllr Newton (Chair) – Liberal Democrat

Cllr Engert – Liberal Democrat

Cllr Bull – Labour

Cllr Christophides - Labour

Cllr Brabazon – Labour

- **Communities Scrutiny Panel**

Cllr Winskill (Chair) – Liberal Democrat

Cllr Reid – Liberal Democrat

Cllr Bull - Labour

Cllr Basu - Labour

Cllr Adje - Labour

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

To follow

7. Head of Legal Services and legal implications

7.1. Under Section 21 (6) of the Local Government Act 2000, an Overview and Scrutiny Committee has the power to appoint one or more sub-committees to discharge any of its functions. The establishment of Scrutiny Review Panels by the Committee falls within this power and is in accordance with the requirements of the Council's Constitution.

7. Equalities and Community Cohesion Comments

7.1. 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.



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

8. Head of Procurement Comments

8.1. N/A

9. Policy Implication

9.1. 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.

9.2. 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.

10. Use of Appendices

- Scrutiny bodies: role and service areas.
- Part 4, Section G, OSC Procedure Rules, Haringey Constitution
- Overview and Scrutiny Committee Protocol
- Part 4, Section H, Call In Procedure Rules, Haringey Constitution

11. Local Government (Access to Information) Act 1985



Scrutiny bodies: role and service areas.

Scrutiny body	Exec Lead	Scrutiny role	Policy service /areas covered
Overview and Scrutiny Committee Chair: Cllr Bull	<u>Cabinet</u> Leader & portfolio holder Cllr Goldberg Cllr Strickland Chief Executive <u>Directors:</u> Stuart Young Zina Etheridge Julie Parker	<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 ▪ Community cohesion ▪ Tottenham Regeneration Project ▪ St Ann's redevelopment ▪ Partnership arrangements ▪ Child poverty ▪ Carbon reduction
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 ▪ Voluntary sector
Children and Young People Chair: Cllr Newton	<u>Cabinet</u> Cllr Waters Cllr Goldberg <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 ▪ Effectiveness of partnership working
Environment And Housing Chair: Cllr McNamara	<u>Cabinet</u> 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"> ▪ 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 <u>Director/ACE:</u> Zina Etheridge 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