



**Haringey Council**

<b>Report for:</b>	Adults and Health Scrutiny Panel – 29 June 2015	<b>Item Number:</b>	
<b>Title:</b>	Terms of Reference – Adults and Health Scrutiny Panel		
<b>Report Authorised by:</b>	Bernie Ryan, Assistant Director of Corporate Governance		
<b>Lead Officer:</b>	Clifford Hart, Democratic Services Manager, 0208 489 2920 <a href="mailto:clifford.hart@haringey.gov.uk">clifford.hart@haringey.gov.uk</a>		
<b>Ward(s) affected:</b>	All	<b>Report for Key/Non Key Decisions:</b>	N/A

## 1. Describe the issue under consideration

1.1. There are 5 scrutiny bodies in Haringey – an overarching Overview & Scrutiny Committee (OSC) with four standing sub-committees (panels), these being:

- Adults & Health;
- Children & Young People;
- Environment & Community Safety
- Housing & Regeneration.

1.2. The Overview and Scrutiny Committee agreed the terms of reference of each scrutiny body at its meeting on 8 June 2015. This report sets out the terms of reference for Adults and Health Scrutiny Panel.

## 2. Recommendations

2.1. That the terms of reference for the Adults and Health Scrutiny Panel be noted.

## 3. Other options considered

N/A

## 4. Scrutiny panels general

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

- Adults & Health;
- Children & Young People;
- Environment & Community Safety

- Housing & Regeneration.

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

4.3. The Overview and Scrutiny 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.

## **5. Terms of Reference for Scrutiny Panels**

### Policy Development and Review

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

- Assist the Council and the Cabinet in the development of its budget and policy framework by in-depth analysis of policy issues;
- Conduct research, community and other consultation in the analysis of policy issues and possible options;
- Consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- Question members of the Cabinet and chief officers about their views on issues and proposals affecting the area; and
- 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 processes

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

- Review and scrutinise the decisions made by and performance of the Cabinet and council officers both in relation to individual decisions and over time;
- Review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- 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;
- Make recommendations to the Cabinet or relevant nonexecutive Committee arising from the outcome of the scrutiny process;
- 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
- Question and gather evidence from any person (with their consent).

### Approval of findings and recommendations

5.3 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 covered by scrutiny bodies

5.4 The policy areas covered by the Adults and Health Scrutiny Panel are as follows:

- Adult social care
- Public health
- Safeguarding adults
- Health and social care integration and commissioning
- Disabilities
- Voluntary sector engagement
- Working with CCG and NHS
- Children to adult social care transition

5.5 Full details of the policy areas covered by Overview & Scrutiny Committee and scrutiny panels are as set out in **Appendix A**.

## **6. Membership of scrutiny panels**

6.1 As laid out in the Overview and Scrutiny Protocol, 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 who do not sit on the OSC.

6.2 Each Scrutiny Panel is entitled to appoint up to three non-voting co-optees while the Children and Young People's Scrutiny Panel membership, shall include the statutory education representatives of OSC.

6.3 The Overview and Scrutiny Committee, in developing a work programme for 2015/16, has agreed it is important to broaden the opportunity for community engagement in the scrutiny process. With this in mind, members of the Overview and Scrutiny Committee will be reviewing the use of co-option onto scrutiny panels. As a result, it is not intended to make any discretionary appointments until after this review has taken place.

6.3 The membership of the Adults and Health Scrutiny Panel has been agreed as:

- Cllr Pippa Connor (Chair)
- Cllr Gina Adamou
- Cllr David Beacham
- Cllr Clare Bull
- Cllr Raj Sahota
- Cllr Felicia Opoku
- Cllr Denise Marshall

## **7. Cycle of meetings**

7.1 The meeting dates for the Adults and Health Scrutiny Panel, agreed by Full Council, are set out below:

- 29 June 2015
- 17 September 2015
- 1 March 2016
- Plus one to schedule

## **8. Comments of the Chief Finance Officer and financial implications**

8.1 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.

## **9. Comments of the Assistant Director of Corporate Governance and legal implications**

9.1 The Head of Legal Services has been consulted on this report. Under the Local Government Act 2000 an Overview & Scrutiny Committee has the power to appoint one or more sub-committees to discharge any of its functions. In accordance with the Terms of Reference, the Scrutiny Panel may only report their conclusions/findings/recommendations to the Cabinet or Council with the approval of the main Overview and Scrutiny Committee.

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

10.1 Overview and scrutiny has a strong community engagement role and aims to regularly involve local stakeholders, including residents in its work. It seeks to do this through:

- Helping to articulate the view of members of the local community and their representatives on issues of local concern.
- Bringing local concerns to the attention of decision makers and incorporating them into policies and strategies.
- Identifying and engaging with hard to reach groups.
- Helping to develop consensus by seeking to reconcile differing views and developing a shared view of the way forward.

10.2 The evidence generated by scrutiny reviews / committee work helps to identify the kind of services wanted by local people. Scrutiny promotes openness and transparency. All meetings and documents are public and therefore open to local people.

## **11. Head of Procurement Comments**

11.1 N/A

## **12. Policy Implications**

12.1 Scrutiny has a policy development and review role across the Council and with local partners. It is therefore anticipated that Scrutiny Panels will, during the course of the year, make recommendations which may impact on the policies and practice of the Council and its partners. The implications of such policy changes will be assessed by the panel and highlighted in any recommendations to Overview & Scrutiny Committee and Cabinet.

## **13. Use of Appendices**

13.1 **Appendix A** – Scrutiny Panel Remits, Memberships and Meeting Dates (2015-16)

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