

**Report for:** Children and Young People's Scrutiny Panel – 6 September 2018

**Title:** Work Programme Development 2018-19

**Report authorised by:** Ayshe Simsek, Democratic Services and Scrutiny Manager

**Lead Officer:** Robert Mack, Principal Scrutiny Support Officer  
Tel: 020 8489 2921, e-mail: rob.mack@haringey.gov.uk

**Ward(s) affected:** N/A

**Report for Key/  
Non Key Decision:** N/A

## **1. Describe the issue under consideration**

1.1 This report reports on the development of the Panel's work plan for 2018/20.

## **2. Recommendations**

That the Panel:

- 2.1 Consider potential issues for inclusion within the work plan for 2018 - 20 for further discussion at the Scrutiny Café on 13 September and referral to the Overview and Scrutiny Committee meeting on 2 October; and
- 2.2 Note potential items for the Panel meeting on 10 October and agree any additional items that they may wish to add to the agenda for this.

## **3. Reasons for decision**

- 3.1 Each scrutiny panel is required to develop a work plan on the areas and issues that it wishes to look at for the year for recommendation to the Overview and Scrutiny Committee. In putting this together, they need to have regard to their capacity to deliver the programme and officers' capacity to support them in that task.

## **4. Approach**

### *Introduction*

- 4.1 The Overview and Scrutiny Committee is responsible for developing an overall scrutiny work programme, including work for its four standing scrutiny panels. Careful selection and prioritisation of its work is important if scrutiny is to be successful in achieving outcomes.
- 4.2 An effective scrutiny work programme should reflect a balance of activities:
  - Holding the Executive to account;

- Policy review and development – reviews to assess the effectiveness of existing policies or to inform the development of new strategies;
  - Performance management – identifying under-performing services, investigating and making recommendations for improvement;
  - External scrutiny – scrutinising and holding to account partners and other local agencies providing key services to the public; and
  - Public and community engagement – engaging and involving local communities in scrutiny activities and scrutinising those issues which are of concern to the local community.
- 4.3 An effective work programme should;
- Reflect local needs and priorities – issues of community concern as well as Corporate Plan and Medium Term Financial Strategy priorities;
  - Be selective. It will not be possible to cover everything;
  - Draw on evidence available;
  - Prioritise issues that have most impact or benefit to residents;
  - Involve local stakeholders; and
  - Is flexible enough to respond to new or urgent issues.
- 4.4 Scrutiny work can be carried out in a variety of ways and use whatever format that is best suited to the issue under consideration. This can include a variety of “one-off” reports as well as in-depth scrutiny review projects that provide an opportunity to investigate issues thoroughly. It is nevertheless important that there is a balance between depth and breadth of work undertaken so that resources can be used to their greatest effect. There is finite capacity as well so the work programme that is set will should also be achievable
- 4.5 Once the work programme is agreed, there are both formal and informal systems in place to monitor the work programme. Regular agenda planning meetings with the Chair and senior officers and discussion at Committee will provide an opportunity to discuss the scope and approach to each area of inquiry.

*Approach for 2018/19*

- 4.6 At its meeting on 4 June, the Overview and Scrutiny Committee approved a report outlining the proposed approach to the development of a two-year work plan for the Committee and its panels, which also provides sufficient flexibility to add any matters of significance that may arise within this time. This included measures to ensure that the views of residents and stakeholders are taken into account in developing, including the setting up of a “Scrutiny Café” event.
- 4.7 Following further discussion, the following was agreed by the Committee at its meeting on 23 July;
- All Panel Chairs to meet informally with relevant directors and Cabinet Members before the August recess for a preliminary discussion about priorities and challenges for the year ahead and potential areas for their Panels to focus on;

- The September round of Panel meetings to consider provisional items for inclusion in work programmes and, in particular, items for their October meetings. This will be informed by the following items on each Panel agenda:
  - An overview of service areas covered;
  - A performance update on the Corporate Priorities that each Panel covers; and
  - Cabinet Member Questions. This to focus, in particular, on key priorities within portfolios
- Scrutiny Café outcomes to be fed into the draft work plan before it is submitted to O&S for approval on 2 October.

4.8 The Scrutiny Café will take place on 13 September. Prior to this, suggestions will be sought from a wide range of sources, including partners, community organisations and Councillors. These will be obtained via an on-line questionnaire. Suggestions from this process as well as the provisional items identified by each of the Panels will be discussed at the Scrutiny Café. The Café will also provide an opportunity for issues not already highlighted to be raised.

*Children and Young People’s Scrutiny Panel Work Plan*

4.9 In considering issues for inclusion in its work plan, the Panel may wish to give particular attention to items that may be suitable for in depth review. These can be dealt with through a combination of specific evidence gathering meetings, that will be arranged as and when required, and other activities, such as visits. Potential reviews will be subject to further development, scoping, and project planning.

4.10 In addition to in-depth reviews, the Panel may also wish to consider “one-off” items to be dealt with at scheduled meetings of the Panel. There are already some regular and routine items, which are normally in the Panel’s work plan, such as budget scrutiny, budget monitoring and Cabinet Member Questions. In addition, the Committee can use the Forward Plan of Key Decisions to identify matters for consideration on a more immediate timescale. An outline work plan for the Panel for 2018/19 is attached as Appendix A.

4.11 The Chair of the Panel has suggested the following as potential areas for consideration for inclusion within the Panel’s workplan;

- SEND children’s transport services; and
- School exclusions.

4.12 In addition, the following items were raised by the previous Panel;

- Apprenticeship Levy; and
- Joint Targeted Area Inspection (JTAI) – Update on Implementation of Action Plan

*Next Panel Meeting*

- 4.13 The Panel will need to give specific consideration to the agenda items for its meeting on 11 October as reports for this will need to be prepared *before* the overall work plan for Overview and Scrutiny is finalised by the Committee meeting on 2 October.
- 4.14 Current proposed agenda items for the meeting on 11 October are as follows:
- Financial Monitoring; Update on the financial performance relating to Corporate Plan Priority 1.
  - Review on Child Friendly Haringey: Update on implementation of recommendations

## **5. Contribution to strategic outcomes**

- 6.1 The contribution of scrutiny to the corporate priorities will be considered routinely as part of the OSC's work.

## **6. Statutory Officers comments**

### **Finance and Procurement**

- 7.1 There are no financial implications arising from the recommendations set out in this report. Should any of the work undertaken by Overview and Scrutiny generate recommendations with financial implications these will be highlighted at that time.

### **Legal**

- 7.2 There are no immediate legal implications arising from the report.
- 7.3 In accordance with the Council's Constitution, the approval of the future scrutiny work programme falls within the remit of the OSC.
- 7.4 Under Section 21 (6) of the Local Government Act 2000, an OSC has the power to appoint one or more sub-committees to discharge any of its functions. In accordance with the Constitution, the appointment of Scrutiny Panels (to assist the scrutiny function) falls within the remit of the OSC.
- 7.5 Scrutiny Panels are non-decision making bodies and the work programme and any subsequent reports and recommendations that each scrutiny panel produces must be approved by the Overview and Scrutiny Committee. Such reports can then be referred to Cabinet or Council under agreed protocols.

### **Equality**

- 7.6 The Council has a public sector equality duty under the Equalities Act (2010) to have due regard to:
- Tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the

characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;

- Advance equality of opportunity between people who share those protected characteristics and people who do not;
- Foster good relations between people who share those characteristics and people who do not.

7.7 The Panel should ensure that it addresses these duties by considering them within its work plan, as well as individual pieces of work. This should include considering and clearly stating;

- How policy issues impact on different groups within the community, particularly those that share the nine protected characteristics;
- Whether the impact on particular groups is fair and proportionate;
- Whether there is equality of access to services and fair representation of all groups within Haringey;
- Whether any positive opportunities to advance equality of opportunity and/or good relations between people, are being realised.

7.8 The Panel should ensure equalities comments are based on evidence. Wherever possible this should include demographic and service level data and evidence of residents/service users views gathered through consultation.

## **8. Use of Appendices**

Appendix A – Children and Young People’s and Community Safety Scrutiny Panel – Draft Work Plan for 2018/19

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

N/A