

Report for: Adults & Health Scrutiny Panel – 1st November 2018

Title: Work Programme Development 2018-19

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

Lead Officer: Dominic O'Brien, Principal Scrutiny Support Officer
Tel: 020 8489 5896, e-mail: dominic.obrien@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 2018/19.

2. Recommendations

2.1 That the Panel considers, amends if necessary, and agrees its draft work programme, attached at Appendix A, for approval by the next meeting of the Overview and Scrutiny Committee.

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 include a balanced range 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 also;
- 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 in detail. 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 in the time available.
- 4.5 Once the work programme has been agreed, there are both formal and informal systems in place to monitor the progress of the work plan. It is important that there is flexibility within the work plan so that it is possible to respond and adapt to matters that arise and changing circumstances. Regular agenda planning meetings with the Chair and senior officers and discussion at panels and the Overview and Scrutiny 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. This included measures to ensure that the views of residents and stakeholders were 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. This was 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

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

4.9 The outcomes from the Scrutiny Café were reported to the Overview and Scrutiny Committee on 2 October. The Chairs of each of the scrutiny panels and the Committee have also met with relevant service officers to discuss this and how to best take forward the issues identified and, in particular;

- Which issues would be best suited to dealt with by an in-depth scrutiny review;
- Which issues might be better suited to “one-off” item at a regular meeting. In addition, there are also routine items such as performance data, budget scrutiny and Cabinet Member Questions which may also provide a means of addressing issues;
- What other work may be taking place within the Council on issues raised so that any overview and scrutiny involvement complements rather than conflicts with this;
- Whether issues may have already been looked at recently by overview and scrutiny recently and, if so, whether to re-visit them.

4.10 There may also be some issues that have been raised on which overview and scrutiny is likely to have limited or no influence and therefore consideration needs to be given to where impact is likely to be the greatest in prioritising work.

4.11 An updated copy of the draft work plan for the Adults & Health Scrutiny Panel is attached as Appendix A.

5. Contribution to strategic outcomes

5.1 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

6.1 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

- 6.2 There are no immediate legal implications arising from the report.
- 6.3 In accordance with the Council's Constitution, the approval of the future scrutiny work programme falls within the remit of the OSC.
- 6.4 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.
- 6.5 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

- 6.6 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.
- 6.7 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.

6.8 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.

7. Use of Appendices

Appendix A – Adults & Health Scrutiny Panel – Draft Work Plan for 2018/19

8. Local Government (Access to Information) Act 1985

N/A

APPENDIX A - Adults and Health Scrutiny Panel - Draft Work Plan 2018-19

1. Scrutiny review projects; These are dealt with through a combination of specific evidence gathering meetings that will be arranged as and when required and other activities, such as visits. Should there not be sufficient capacity to cover all of these issues through in-depth pieces of work, they could instead be addressed through a “one-off” item at a scheduled meeting of the Panel. These issues will be subject to further development and scoping. It is proposed that the Committee consider issues that are “cross cutting” in nature for review by itself i.e. ones that cover the terms of reference of more than one of the panels.

Project	Comments
Care Home Commissioning	<ul style="list-style-type: none"> ● Interim report published March 2018. ● Further evidence session held October 2018. ● To be completed.
Day Opportunities	<ul style="list-style-type: none"> ● Review to run from November 2018 to March 2019. ● Draft objective of review: <ul style="list-style-type: none"> ○ To review Haringey’s Day Opportunities provision and what services are currently offered in order to learn from the past to improve care in the future for residents. ● Draft sub-headings: <ul style="list-style-type: none"> ○ Looking at services from a residents’ perspective, what has happened to service users and their carers since the day care closure? ○ Has the move from day centre based care to community settings made overall financial savings? ○ Where are our residents currently being cared for? ○ What is the evidence from external witnesses?

2. **“One-off” Items;** These will be dealt with at scheduled meetings of the Panel. The following are suggestions for when particular items may be scheduled.

Date	Potential Items
4 September 2018	<ul style="list-style-type: none"> • Terms of Reference • Appointment of Non-Voting Co-opted Member • Performance Update • Cabinet Member Questions; Adults and Health • Community Well-Being Framework
4 October 2018	<ul style="list-style-type: none"> • Care Homes Review – Evidence Session
1 November 2018	<ul style="list-style-type: none"> • Haringey Safeguarding Adults Board Annual Report 2017-18 • Financial Monitoring; To receive an update on the financial performance relating to Corporate Plan Priority 2. • Suicide Prevention
13 December 2018	<ul style="list-style-type: none"> • Budget Scrutiny

29 January 2019	<ul style="list-style-type: none">• Cabinet Member Questions; Adults and Health• Mental Health
4 March 2019	<ul style="list-style-type: none">• Physical Activity for Older People – update• Osborne Grove care home - update