

Report for: Overview and Scrutiny Committee – 19 November 2018

Title: Overview and Scrutiny Committee and Scrutiny Panel Work Programme

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Ward(s) affected: N/A

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

1. Describe the issue under consideration

1.1 This report seeks approval of the work plans for 2018-20 for the Committee and its Panels.

2. Recommendations

2.1 That the work plans for the Committee and panels for 2018-20 be approved; and

2.2 That further reports on progress with the work plans be submitted to each future meeting of the Committee.

3. Reasons for decision

3.1 The Overview and Scrutiny Committee (OSC) is responsible for developing an overall work plan, including work for its standing scrutiny panels. In putting this together, the Committee will need to have regard to their capacity to deliver the programme and officers' capacity to support them in this task.

4. Background

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 the scrutiny function 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;
- Performance management; and
- External scrutiny.

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;
 - Prioritise issues that have most impact or benefit to residents;
 - Include public and community engagement;
 - Involve local stakeholders; and
 - Be 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 being considered. This can include a variety of “one-off” reports as well as in-depth scrutiny review projects that provide opportunities to thoroughly investigate topics and recommend improvements. 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.

Work Plan Development

- 4.5 At its meeting on 4 June, the Committee agreed a process to develop a two year work plan for the Committee and its panels. 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. The Committee meeting on 23 July further developed this approach, which also included an on-line scrutiny survey.
- 4.6 The survey went live on 20 August and ran until 14 September. 191 responses were received. Suggestions within this for potential areas to be looked at in detail were combined with those from the Committee and its panels and discussed at the Scrutiny Café. This took place on 13 September and attracted over 50 people, including a large number of people from voluntary sector and community organisations. A summary of the issues raised within the Scrutiny Survey and the feedback from the Scrutiny Café for each of the areas covered by the Committee and its panels was considered by the Committee at its meeting on 2 October.
- 4.7 Since then, the Chair and each of the scrutiny panel Chairs met with relevant officers to discuss further those matters relating to the respective areas covered by the Committee and their panels and how these could be addressed within work plans, including;
- 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.

- 4.8 There may also be some issues that were raised which overview and scrutiny is likely to have limited or no influence over. Consideration therefore needs to be given to where impact is likely to be the greatest in prioritising work.
- 4.9 In the light of the above-mentioned discussions in respect of the areas covered by the Committee, the Chair of the Committee has drafted a response to all of the issues raised in the Survey and feedback from the Scrutiny Café that are relevant to it, which is attached as an appendix. It is intended that this be done for each of the panels as well so that it is possible to show how all the matters raised during the work planning process have been addressed.
- 4.10 Once the work programme is agreed, there are both formal and informal systems in place to monitor and update the work programme. Regular agenda planning meetings between Chairs and senior officers and discussion at the Committee will provide an opportunity to discuss the scope and approach to each area of inquiry.
- 4.11 Updated copies of the work plans for the Committee and each of the Panels are attached as well as the scoping documents for the reviews on the Wards Corner Redevelopment being undertaken by the Housing and Regeneration Panel and the Day Opportunities review being undertaken by the Adults and Health Panel.

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 Committee should ensure that it addresses these duties by considering them within its work plan and those of its panels, 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 Committee should ensure that 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; Work Plans for the Committee and the scrutiny panels;
Appendix B; Overview and Scrutiny Committee; Response to issues raised in work planning process; and
Appendix C; Scoping documents for the reviews on the Wards Corner Redevelopment and Day Opportunities.

8. Local Government (Access to Information) Act 1985

N/A