



Jacqui Hurst  
Governance and Scrutiny Secretary  
Direct: 020 8132 1207  
e-mail: Jacqui.hurst@enfield.gov.uk

# **FINANCE & PERFORMANCE SCRUTINY PANEL**

**Tuesday, 8th September, 2020 at 7.00 pm**

**(Virtual Meeting/Remote - Please use links on the Agenda Front Sheet to join  
the virtual meeting)**

Please click [Here](#) to view the meeting or copy and paste the link below into your web browser:

<https://bit.ly/3b4xTtQ>

## **Membership:**

Councillors: Birsen Demirel (Chair), Tim Leaver (Vice-Chair), Mahym Bedekova, Christine Hamilton, Yasemin Brett, Anne Brown, Lee David-Sanders and James Hockney

## **AGENDA – PART 1**

- 1. WELCOME AND APOLOGIES**
- 2. DECLARATIONS OF INTEREST**

Members of the Scrutiny Panel are invited to identify any disclosable pecuniary, other pecuniary or non-pecuniary interests relevant to items on the agenda.

- 3. INTRODUCTION - PURPOSE OF THE MEETING**

Councillor Birsen Demirel (Chair) to introduce the purpose of the meeting.

- 4. LOCAL PRIORITIES FOR 2020/21 INCLUDING THE COUNCIL'S RESPONSE TO THE FINANCIAL CHALLENGES OF COVID 19**

The Scrutiny Panel will hear from the following, outlining priorities and areas of challenge.

Councillor Mary Maguire (Cabinet Member for Finance and Procurement)  
Fay Hammond (Executive Director – Resources)  
Matt Bowmer (Director – Finance and Commercial)

Cabinet Member(s) and Officers will be asked to leave the meeting at this point.

**5. PLANNING THE WORK PROGRAMME 2020/21** (Pages 1 - 2)

To agree and prioritise items for the new work programme. A draft work programme is attached for discussion.

**6. TERMS OF REFERENCE** (Pages 3 - 4)

To note, for information, the attached terms of reference for the Finance and Performance Scrutiny Panel.

**7. DATES OF FUTURE MEETINGS**

To note the dates of future Panel meetings as follows:

Thursday 5 November 2020 – 7.00pm  
Wednesday 6 January 2021 – 7.00pm  
Thursday 11 March 2021 – 7.00pm

## Finance and Performance Scrutiny Panel

### The Role of Scrutiny in Meeting the Public Sector Equality Duty

The Overview and Scrutiny Committee has a key role to play in ensuring that the Council meets all the statutory duties under the Public Sector Equality Duty of the Equality Act 2010, particularly in ensuring that the authority has due regard to the needs of diverse groups when designing, evaluating and delivering services in order to –

- eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act.
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

In order to do this, the Overview and Scrutiny Committee will scrutinise the Council's Equality and Diversity Action Plan and Annual Achievement Report each year to monitor the Authority's performance. The OS Committee will be flexible enough to pick up on issues of inequality, wherever they arise in the Council work programme, or to delegate to individual panels for investigation. OSC has a key role in providing a 'critical friend' challenge to the Council's strategic equality objectives and scrutinising performance in delivering those objectives.

In addition, as part of their normal work programme, each panel will (where relevant and proportionate) -

- request information about the equality impact assessments/analyses that have been undertaken whenever discussing proposals for new policies or future plans, or for current services, to inform their comments on those proposals or services
- examine these assessments/analyses of impact in detail to check if they are robust and have been developed based on strong evidence and appropriate engagement
- question and consider whether appropriate people have been involved and engaged in developing equality objectives and plans, and when assessing the impact of policies and proposals.
- when procurement award criteria and contracts are determined, consider whether or not specific equality stipulations are required
- Scrutiny may also wish to investigate the accessibility of equality and other published documents, asking questions such as –
  - what is done to promote these documents?
  - what languages or formats is the information available in?
  - which documents are most regularly required?
  - how aware are the public of the Authority's equality plans and performance?

**Finance and Performance Scrutiny Panel**

**FINANCE AND PERFORMANCE SCRUTINY PANEL  
DRAFT WORK PROGRAMME 2020/21**

ITEM	8 SEPTEMBER 2020	5 NOVEMBER 2020	6 JANUARY 2021	11 MARCH 2021
<b>Annual Items</b>				
Setting the Panel's Work Programme 2020/21	Agree work programme			
Budget 2021/22 and Medium-Term Financial Plan 2021/22 to 2025/26		To consider draft proposals and report onto Overview and Scrutiny Committee		
<b>Specific Items</b>				
Local Priorities for 2020/21 including the Council's response to the financial challenges of Covid 19	Verbal presentation			
<b>Monitoring/Updates</b>				
Quarterly Monitoring Reports: Revenue Capital Performance	Review	Review	Review	Review

<b>FINANCE &amp; PERFORMANCE SCRUTINY PANEL</b>
<b>Appointed by:</b> Chair and Vice Chair appointed by Council
<b>Proportionality:</b> Applies
<b>Membership:</b> 8
<b>Public/Private meetings:</b> Public
<b>Quorum:</b> 3
<b>Frequency:</b> minimum of 4 meetings per annum
<b>Terms of reference:</b> <ol style="list-style-type: none"><li>1. To examine the draft budget proposals for the next financial year and to report to Overview and Scrutiny Committee as part of their annual budget meeting.</li><li>2. To examine, monitor and report to Overview &amp; Scrutiny on matters relating to the finance and performance of the Council and its partners</li><li>3. To consider finance and performance matters on request from another standing committee and report its opinion to that standing committee.</li><li>4. To consider the quarterly monitoring reports provided by the Council.</li></ol>

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