

MUNICIPAL YEAR 2016/2017 REPORT NO. 61

MEETING TITLE AND DATE:

OSC
-25 May 2016
CMB
-19 July 2016
Cabinet
- 6 September 2016
Council
-21 September 2016

REPORT OF:

Overview & Scrutiny Committee
Contact officer and telephone number:
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Agenda - Part: 1	Item: 11
Subject: SCRUTINY WORK PROGRAMME 2016/17 WARDS: None Specific	
Cabinet Members consulted: Cllr Georgiou Other Members consulted – Cllr Levy	

1. EXECUTIVE SUMMARY

- 1.1 This report and Appendix 1 sets out the Scrutiny work programme and workstreams for 2016/17 for the Council's Overview & Scrutiny Committee (OSC), Health Standing Panel and Crime Standing Panel.
- 1.2 The Council's Constitution requires that the work programme proposed by OSC is adopted by Council on the recommendation of the Overview & Scrutiny Committee, following consultation with the Cabinet and the Corporate Management Board (CMB).
- 1.3 In addition the report is also seeking approval from Council, to reassign the Council's Statutory Scrutiny Officer role in accordance with Section 9FB of the Local Government Act 2000.

2. RECOMMENDATIONS

- 2.1 Council is asked to approve the scrutiny work programme and workstreams for 2016/17.
- 2.2 Council is asked to approve that the Head of Governance & Electoral Services is designated as the Council's Statutory Scrutiny Officer as detailed in section 6 of the report.

3. BACKGROUND

- 3.1 The Overview and Scrutiny Committee sets its own work programme for the year, taking into consideration wider consultation with Cabinet, CMB, and stakeholders.
- 3.2 OSC consists of one overarching Overview & Scrutiny Committee, 2 Standing Panels on Health and Crime, with an OSC Chair and 5 members, 4 majority and 2 opposition. Each member of the committee will lead on a workstream, therefore there will be up to 5 workstreams operating at any one time, with the option of 6 workstreams if the Chair decides to lead on an area.
- 3.3 Workstreams, being task and finish groups, are by definition of varying durations with some being more condensed than others. Therefore, to enable a wider span of effective coverage in each municipal year, subject to support resource capacity, OSC has an ongoing 'waiting list' of pre-agreed additional topics or themes ready to replace workstreams once they have been fully concluded. This provides continuity and ensures that a forward plan is in place from the start of and for the whole of the forthcoming year, as occurred in 2016/17.

4.0 OVERVIEW & SCRUTINY COMMITTEE

- 4.1 OSC met on the 25 May 2016 and agreed the workstreams for 2016/17. The Crime Standing Panel and the Health Standing Panel met and agreed their work programme on the 5th July 2016 and the 6th July 2016 respectively. The OSC work programme, Crime and Health Standing Panel work programmes are shown at Appendix 1; the agreed workstreams are shown as Appendix 2.
- 4.2 Membership of the workstreams will be agreed with the OSC leads and party whips, allocating non-executive councillors to the workstreams who have expressed an interest in undertaking scrutiny in those areas. Membership of the workstreams is cross party and will reflect political proportionality. However membership numbers can be flexible on the workstreams, and once the workstream has finished, the membership is disbanded.
- 4.3 The workstreams on Health and Crime will particularly draw their members from an agreed pool of councillors who have expressed an interest to be involved in those areas. This will remain constant for the whole year and will be on a politically proportionate basis. This consistency in membership will allow these workstreams to develop a watching brief in these issues and build up a level of knowledge and expertise amongst members.

5.0 ENGAGEMENT PROTOCOL

- 5.1 The Protocol to engage and involve Directors, Chairs of Boards, statutory bodies and other key stakeholders was agreed by CMB. Therefore CMB is consulted, and the Scrutiny work programme will be an item for information on

the agenda for the Health & Wellbeing board and the Safer and Stronger Communities Board. In addition, the work programmes will be sent to key stakeholders such as Health, the Police, CCG, and EVA.

5.2 Cabinet is asked to note that before beginning its work, each workstream will agree a scope for the review including:

- Terms of reference
- Desired outcomes
- Key stakeholders
- Training/information required for members to prepare for the review
- Timescale for the review
- Resources required (member and officer)
- Co-optees

6. STATUTORY SCRUTINY OFFICER ROLE

6.1 Section 9FB of Local Government Act 2000 makes provision for the appointment of a Statutory Scrutiny Officer. At present this falls under the remit of the Head of Electoral, Registration and Governance Services.

6.2 As a result of the previous Head of Service having left the Council, there is now a requirement to reassign this statutory role. Council approval is therefore being sought to place the Statutory Scrutiny officer role within the remit of the newly created Head of Governance and Electoral Services post, which has now replaced the previous Head of Electoral, Registration and Governance Services position.

7. COMMENTS FROM CABINET

7.1 Cabinet noted the proposed work programmes for the Health and Crime Standing Scrutiny Panels together with the work streams which had been identified. Members were advised of the detailed work which was being undertaken by Scrutiny.

7.2 Members commended the effective scrutiny work that was undertaken and expressed their thanks and appreciation to Councillor Levy as Chair of the Overview and Scrutiny Committee. The importance of the Scrutiny role within the Council was recognised.

8 COMMENTS FROM CMB

8.1 CMB noted the Overview and Scrutiny Committee proposed work programme and workstreams for 2016/17.

9. REASONS FOR RECOMMENDATIONS

To comply with the requirements of the Council's Constitution, as the workprogramme has to be formally adopted by Council. In addition, scrutiny is essential to good governance. It enables the voice and concerns of residents

and communities to be heard, and provides positive challenge and accountability.

10. ALTERNATIVE OPTIONS CONSIDERED

No other options have been considered as the Overview & Scrutiny Committee is required, under the Council's Constitution, to present an annual scrutiny work programme to Council for adoption.

11. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES AND OTHER DEPARTMENTS

11.1 Financial Implications

Any cost implications of undertaking the Scrutiny workstreams must be contained within budgeted resources.

11.2 Legal Implications

The recommendations within this report for adoption of the annual Scrutiny Workstream Programme are lawful and will help support the Council in meeting its statutory obligations for effective overview and scrutiny.

The Council has statutory duties within an existing legal framework to make arrangements for scrutiny of its decisions and service delivery and the areas of crime and health, which are covered within these recommendations.

The setting of the annual Scrutiny Workstream Programme is a matter for the Council, following consultation with directors, members and key stakeholders within an agreed protocol. These requirements are set out in the Council's Constitution.

The Council should consider its ongoing duties under the Equality Act to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation; and advance equality of opportunity between people who share a protected characteristic and those who do not and consider how its decisions will contribute towards meeting these duties.

The recommendation to designate the Head of Governance and Electoral Services as the statutory scrutiny officer will secure compliance with the Council's duty under s31 Local Democracy, Economic Development and Construction Act 2009 and Section 9FB of the Local Government Act 2000 to designate an officer as Statutory Scrutiny Officer.

11.3 Key Risks

There are no key risks associated with this report. Any risks relating to individual scrutiny workstreams will be identified and assessed through the scoping process.

12. IMPACT ON COUNCIL PRIORITIES

12.1 Fairness for All

OSC will monitor the scrutiny work programme to ensure that it addresses issues affecting a wide range of Enfield residents and that services provided are fair and equitable.

12.2 Growth & Sustainability

As part of the approach towards scrutiny, reviews will consider issues relating to sustainability.

12.3 Strong Communities

OSC will ensure that the work programme continues to include active participation from residents and that reviews contribute to building strong communities.

13. EQUALITIES IMPACT IMPLICATIONS

Equalities impact assessments relating to individual scrutiny workstreams and their recommendations will be assessed through the scrutiny process.

14. PERFORMANCE MANAGEMENT IMPLICATIONS

OSC will monitor the work programme and ensure that review recommendations are acted on and implemented by departments.

15 PUBLIC HEALTH IMPLICATIONS

There are no direct public health implications of this report, but rather what happens as a result of scrutiny.

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OSC WORK PROGRAMME 2016/17

Appendix 1

WORK	Lead Officer	25 May (Planning)	14 July	8 Sept	11 th Oct	10 Nov	19 Jan	23 Feb	27 April
Work Programme									
Setting the Overview & Scrutiny Annual Work Programme 2016/17	Andy Ellis	Agree Work Programme							
Selection of New Workstreams for 2016/17 and 2017/18	Andy Ellis	Review and Approve Workstreams 16/17	Receive Scoping and discuss Enfield 2017 WS Scoping with Cllrs Georgiou and Lemonides						Consider/ Propose New Workstreams 17/18
Workstreams Update (standing and time-limited)	Andy Ellis			Update		Update		Update	Update on Adoption Workstream recommendations
Scrutiny Workstream Reports									
Agenda Planning	Andy Ellis								
Standing Items									
Children's and Young People's Issues	Tony Theodoulou / Julian Edwards			Looked After Children/Children in Need/ Child Protection - Tony Theodoulou, Julian Edwards Local Auth Designated Officer/		Fostering and Adoption		Troubled Families Maria Kelly SEND Janet Leech	Adoption Regionalisation

WORK	Lead Officer	25 May (Planning)	14 July	8 Sept	11 th Oct	10 Nov	19 Jan	23 Feb	27 April
				Ind Review Officer Anne Stocker					
Monitoring/Updates									
Child Sexual Exploitation Task Group	Anne Stoker							Update	
Scrutiny Involvement in Budget Consultation 17/18	Andy Ellis				Cllr Lemonides to give an overview of progress		Budget Meeting		
Safeguarding Annual Report - Adults Services	Marion Harrington (Independent Chair) Sharon Burgess (Head of Safeguarding Adults)					Report			
Safeguarding Annual Report - Children's Services	Geraldine Gavin (Independent Chair) Head of Safeguarding Children					Report/Action Plan			
Equality and Diversity Annual Report	Ilhan Basharan							Report	
Annual Corporate Complaints Report	Nicholas Foster							Report	
HR Issues – How do we recruit and support people with disabilities and mental	Julie Mimmagh								Report

WORK	Lead Officer	25 May (Planning)	14 July	8 Sept	11 th Oct	10 Nov	19 Jan	23 Feb	27 April
health issues									
Scrutiny Monitoring									
Scrutiny Annual Report	Claire Johnson								
Other Items/Specific Topics:									
Care Act	Bindi Nagra					6 month update on Care Act 2014 –Bindi Nagra			Update
Better Care Fund	Richard Young			6 month update Richard Young					Update
Town Centres and High Streets	Ian Davis							Update on the Inward Investment Strategy	
Housing Repairs	Ian Davis		Update						
Female Genital Mutilation	Dr Allison Duggal		Report						
Housing Allocations Policy	Sally McTernan					REPORT			

Note: Provisional call-in dates:- 7th & 30th June, 26th July, 3rd & 24th August, 29th September, 11th & 26th October, 22nd November, 13th December, 17th January, 16th February

Additional Items to be considered:- Local Plan Review/ Housing Benefit

Please note that the above programme may be subject to change during the course of the year

CRIME STANDING WORKSTREAM: WORK PROGRAMME 2016/2017

WORK	Lead Officer	Tuesday 5 July (Work Planning)	Thursday, 20 Oct	Wednesday 11 Jan	Wednesday, 22 Mar
Work Programme					
Panel Work Programme 2016/17 – To consider the work programme	Sue Payne	Agree work programme			
Standing Items					
SSCB Partnership Plan & Strategic Priorities – To review and participate in the development of the Plan and strategic priorities for 2017 – 18.	Andrea Clemons/ Sue Payne		6 month update- on current plan and progress update –		Progress Update –
SSCB Performance Management – provide a monitoring overview on performance of SSCB	Andrea Clemons/ Sue Payne		Monitoring Update	Monitoring Update	Monitoring Update
Update on Police numbers	Supt Carl Robinson		Update	Update	Update
Briefings, Monitoring & Updates:					
Prostitution	Andrea Clemons			Report	
Gangs	Andrea Clemons				Report
Begging	Andrea Clemons			Report	
Domestic Abuse	Andrea Clemons		Report		
Update on the effects of the 24 hour tube	Andrea Clemons, Carl Robinson				Update
Hate Crime	Andrea Clemons		Report		

Update on the effectiveness of MOPAC Estate Policing Contract	Andrea Clemons, Carl Robinson			Update	
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Please note that the above programme maybe subject to change during the course of the year.

HEALTH STANDING SCRUTINY WORKSTREAM: WORK PROGRAMME 2016/2017

Work Programme	Lead Officer	Wednesday 5 th October 2016	Thursday 5 th January 2017	Thursday 23rd March 2017
Deadline for sending papers to Scrutiny Team		26th September	16th December	10th March
Annual Items				
Agree Annual Work Programme 2015/16	Andy Ellis	To agree		
NHS Trust Quality Accounts B&CF(RF), NMUH, BEHMHT, NL Hospice (in liaison with NCL JHOSC)	Trust Reps			If papers available
Monitoring Items				
Dental Services				Report
Community Pharmacy Services			Report	
North Middlesex Hospital	Libby McManus	Single item meeting		update
CCG Item	Sarah Thornton		Urgent Care Review. PAU review	Sustainability and Transformation Plan
Agenda Planning	Andy Ellis			
Scrutiny Workstream Reviews				
Sensory Impairment - Access to Services		Update	Update	Update

Agreed Scrutiny Workstreams 2016/17

APPENDIX 2

Subject	Scope	Workstream Lead and membership	Scrutiny contact
Quality of Communications	<ul style="list-style-type: none"> • Assess how we can compose letters to residents, partners and stakeholders that have a more personal feel. Letters should show our appreciation, respect and empathy when conveying bad or negative information. • Review the standard guidance available to all staff, is it appropriate? • Is there a role for Councillors – should they return poor communications back to the author? • Eradicate jargon from written correspondence and reports • Is our initial contact with personal visitors or telephone callers of an appropriate standard? 	<p>Derek Levy (Chair) Dinah Barry, Chris Bond, Erin Celebi (Vice Chair), Nick Dines, Vicki Pite</p>	Andy Ellis
Housing Repairs	<p>To understand any issues and suggest improvements and solutions, including looking at:</p> <ul style="list-style-type: none"> • Key performance indicators • Benchmarking with similar boroughs • Members case work examples • The involvement of the Customer Voice • The reporting process • Examples of good practice 	<p>Katherine Chibah (Chair), Erin Celebi, Lee Chamberlain (Vice Chair), Bambos Charalambous, Jansev Jemal, Mary Maguire</p>	Sue Payne
Child and Adolescent Mental Health Services (CAMHS)	<p>To understand any issues and suggest improvements and solutions, including looking at:</p> <ul style="list-style-type: none"> • Are any children referred for mental health support turned away without help in Enfield • Reducing waiting times for assessment and treatment and improving access to service • To ensure best use of resources and equal access to services • To explore ways of reducing the stigma associated with mental health 	<p>Nneka Keazor (Chair), Nesil Cazimoglu, Christiana During, Mike Rye, Ozzie Uzoanya, Glynis Vince</p>	Sue Payne

Enfield 2017	<ul style="list-style-type: none"> • Project Management of Enfield 2017 up to going live • Is this demand driven? Are customers getting access to the services they need? • Rate of return on investment- financial analysis 	Edward Smith (Chair) , Vicki Pite, Don McGowan, Andrew Stafford, Claire Stewart, David Lee Sanders	Sue Payne
Property Services	<p>The aim of the workstream is to review the strategic direction of the LBE property portfolio. Members will require information on the following</p> <ul style="list-style-type: none"> • Income generation • Vacancy factors • The billing process • The property register • The process for sales and acquisitions • Contract arrangements with the 3 property management companies (agricultural, retail and industrial) 	Joanne Laban (Chair) , Ali Bakir, Adeline Kepez, Mary Maguire, Toby Simon, Andy Milne	Andy Ellis