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Meeting	Business Management Overview & Scrutiny Committee
Date	11 July 2011
Subject	Task & Finish Group / Scrutiny Panel Update
Report of	Scrutiny Office
Summary	This report provides Members with an update on the position relating to the current Task & Finish Groups and Overview & Scrutiny Panels.

Officer Contributors	Andrew Charlwood, Overview & Scrutiny Manager Melissa James, Overview & Scrutiny Officer
Status (public or exempt)	Public
Wards affected	All
Enclosures	None
For decision by	Business Management Overview and Scrutiny Committee

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1. RECOMMENDATIONS

- 1.1 That the Sub-Committee consider the progress of the current Task and Finish Groups / Scrutiny Panels as set out in sections 9.1 to 9.7 of this report.**
- 1.2 That the Committee confirm the replacement of Councillor Seal with Councillor Khatri as a Member of the Contract Monitoring and Community Benefit Task and Finish Group.**

2. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 2.1 The Overview and Scrutiny Committees, Panels and Task and Finish Groups must ensure that the work of Scrutiny is reflective of the Council's priorities.**
- 2.2 The three priority outcomes set out in the 2011-13 Corporate Plan are: –**
- Better services with less money**
 - Sharing opportunities, sharing responsibilities**
 - A successful London suburb**

3. RELEVANT PREVIOUS DECISIONS

- 3.1 Annual Council, 19 May 2009, Agenda Item 13.2.1, Report of the Special (Constitution Review) Committee, Overview and Scrutiny: New Arrangements**
- 3.2 Policy & Performance Overview & Scrutiny Committee, 2 June 2010, Agenda Item 7 (Overview & Scrutiny Appointments)**
- 3.3 Business Management Overview & Scrutiny Sub-Committee, 12 July 2010, Agenda Item 8 (Task & Finish Group Update)**
- 3.4 Business Management Overview & Scrutiny Sub-Committee, 13 September 2010, Agenda Item 10 (Task & Finish Group / Scrutiny Panel Update)**
- 3.5 Business Management Overview & Scrutiny Sub-Committee, 1 November 2010, Agenda Item 10 (Task & Finish Group / Scrutiny Panel Update)**
- 3.6 Business Management Overview & Scrutiny Sub-Committee, 16 December 2010, Agenda Item 12 (Task & Finish Group / Scrutiny Panel Update)**
- 3.7 Business Management Overview & Scrutiny Sub-Committee, 24 January 2011, Agenda Item 8 (Domestic Violence Task and Finish Group – Final Report)**
- 3.8 Business Management Overview & Scrutiny Sub-Committee, 24 January 2011, Agenda Item 12 (Task & Finish Group / Scrutiny Panel Update)**

- 3.9 Business Management Overview & Scrutiny Sub-Committee, 11 April 2011, Agenda Item 9 (Task & Finish Group / Scrutiny Panel Update)
- 3.10 Business Management Overview & Scrutiny Sub-Committee, 28 February 2011, Agenda Item 12 (Task & Finish Group / Scrutiny Panel Update)
- 3.11 Business Management Overview & Scrutiny Sub-Committee, 1 June 2011, Agenda Item 8 (Task & Finish Group / Scrutiny Panel Update)

4. RISK MANAGEMENT ISSUES

- 4.1 None.

5. EQUALITIES AND DIVERSITY ISSUES

- 5.1 In addition to the Terms of Reference of the Committee, and in so far as relating to matters within its remit, the role of the Committee is to perform the Overview and Scrutiny role in relation to:
- The Council's leadership role in relation to diversity and inclusiveness; and
 - The fulfilment of the Council's duties as employer including recruitment and retention, personnel, pensions and payroll services, staff development, equalities and health and safety.

6. USE OF RESOURCES IMPLICATIONS (Finance, Procurement, Performance & Value for Money, Staffing, IT, Property, Sustainability)

- 6.1 None in the context of this report.

7. LEGAL ISSUES

- 7.1 None in the context of this report.

8. CONSTITUTIONAL POWERS

- 8.1 The scope of the Overview & Scrutiny Committees is contained within Part 2, Article 6 of the Council's Constitution.
- 8.2 The Terms of Reference of the Overview & Scrutiny Committees are set out in the Overview and Scrutiny Procedure Rules (Part 4 of the Constitution).
- 8.3 Item 6 of Business Management Overview & Scrutiny Committee Terms of Reference states that the role of the Committee is:

"To coordinate and monitor the work of scrutiny panels and task and finish groups, including considering reports and recommendations and referring to the relevant decision-making body."

9. BACKGROUND INFORMATION

9.1 Early Intervention and Prevention Services for Children Task and Finish Group

- 9.1.1 The membership of the Early Intervention and Prevention Services for Children TFG was approved at the Business Management Overview & Scrutiny Sub-Committee on 13 September 2010.
- 9.1.2 The TFG met on 4 October 2010 to discuss and agree their terms of reference. Councillor Brian Salinger was appointed as Chairman. The Acting Deputy Director for Children's Services attended the meeting and provided an overview of early intervention and prevention services in the borough.
- 9.1.3 On 10 November 2010, the TFG held a round table discussion with Head Teachers on early intervention and prevention services in schools. On 6 December 2010, a second round table discussion took place with Specialist Practitioners working across the borough.
- 9.1.4 A further meeting took place on the 5 January 2011 where the TFG met with the Director and Deputy Director of Children's Services to discuss the Early Intervention and Prevention Strategy.
- 9.1.5 Further meetings of the TFG took place on 28 February, 2 March and 9 March 2011.
- 9.1.6 The work of this Task and Finish Group has now concluded and the findings will be reported to a future meeting of the Committee.

9.2 Fostering and Adoption Recruitment Task and Finish Group

- 9.2.1 The TFG have agreed their report and recommendations which are reported under a separate agenda item.

9.3 Contract Monitoring and Community Benefit Task and Finish Group

- 9.3.1. The Business Management Overview & Scrutiny Sub-Committee established a TFG on Purchasing and Procurement at their meeting on 16 December 2010. Membership of the TFG was confirmed at the Sub-Committee meeting held on 24 January 2011.
- 9.3.2 The TFG met on 9 March 2011 to discuss their terms of reference. Councillor Brian Schama was appointed as Chairman. The Assistant Director Commercial Assurance and Procurement Manager attended the meeting and provided an overview of the issues currently facing the Procurement Service. The TFG considered a report on Purchasing and Procurement presented to the Business Management Overview & Scrutiny Sub-Committee at their meeting on 28 February 2011 to inform their review.
- 9.3.3 The TFG met on 24 May 2011 to consider how the review should progress.

- 9.3.4 A further meeting took place on 14 June 2011 where the Group: agreed their terms of reference, re-focussing their review on contract monitoring and community benefit; received a presentation on community benefit; received evidence from the Council's Business Links Officers; considered evidence from the Assistant Director Commercial Assurance and Head of Procurement on contract monitoring; and agreed a schedule of future meetings.
- 9.3.5 Further meetings of the Group are scheduled to take place on 6 July, 28 July and 16 September 2011. It is anticipated that the Group would conclude their review by the end of September 2011.
- 9.3.6 The Group have requested that the Committee formally approve that Councillor Seal be replaced by Councillor Khatri as a member of the Task and Finish Group.

9.4 Carbon Footprint Task and Finish Group

- 9.4.1 The Business Management Overview & Scrutiny Sub-Committee established a TFG on Carbon Footprint at their meeting on 16 December 2010. Membership of the TFG was confirmed at the Sub-Committee meeting held on 24 January 2011.
- 9.4.2 The TFG met on 14 March 2011 to discuss and agree their terms of reference. Councillor Brian Salinger was appointed as Chairman.
- 9.4.3 The TFG met on 27 April 2011 and received a presentation on renewable technology and the energy hierarchy from CEN, an independent energy company.
- 9.4.4 On the 16 June 2011 the Group met with a representative from Energise Barnet and received a presentation on the work of this group. The TFG also met with a representative from Climate Consulting who provided an overview of its work with other London Boroughs. An officer from the Council's Planning Team also attended and provided Members with further details on the Planning Policy approach to sustainability and Code Levels.
- 9.4.5 The Group agreed to review its initial findings and agree next steps at its next meeting in July.

9.5 Safeguarding in Organisations Working with Children Task and Finish Group

- 9.5.1. On 16 December 2010, the Business Management Overview & Scrutiny Sub-Committee established a TFG to consider Safeguarding in Organisations Working with Children. Membership of the TFG was confirmed at the Sub-Committee meeting held on 24 January 2011.
- 9.5.2 The work of this TFG will commence when resources become available within the Scrutiny Office.

9.6 Secondary School Places Overview and Scrutiny Panel

9.6.1 On 1 June 2011, the Committee agreed that an Overview and Scrutiny Panel should be established to consider the provision of secondary school places in the borough.

9.6.2 The first meeting of the Panel is scheduled to take place on 13 July 2011 where Members will:

- Consider draft terms of reference;
- Receive a presentation from Children's Services; and
- Determine what evidence that they wish to receive as part of the review.

9.6.3 Officers will provide the Committee with details of nominations for Members to service on the Panel put forward by the political groups for formal approval at the meeting.

9.6.4 It is anticipated that this Panel will complete its work in October 2011.

10. LIST OF BACKGROUND PAPERS

10.1 None