

**MEETING**

**BUSINESS MANAGEMENT OVERVIEW & SCRUTINY COMMITTEE**

**DATE AND TIME**

**MONDAY, 17 OCTOBER 2011**

**AT 7.00PM**

**VENUE**

**HENDON TOWN HALL,  
THE BURROUGHS, HENDON, NW4 4BG**

**TO: MEMBERS OF THE COMMITTEE (Quorum 3)**

Chairman: Councillor Hugh Rayner  
Vice-Chairman: Councillor Brian Salinger

**Councillors:**

Maureen Braun  
Dean Cohen  
Brian Gordon  
Rowan Turner

Kath McGuirk  
Alison Moore  
Barry Rawlings

Jack Cohen

**Substitute Members:**

John Marshall  
Daniel Seal

Julie Johnson  
Alan Schneiderman

Lord Palmer  
Susette Palmer

**You are requested to attend the above meeting for which an agenda is attached.  
Aysen Giritli – Head of Governance**

Governance Service contact: Andrew Charlwood 020 8359 2014

Media Relations contact: Sue Cocker 020 8359 7039

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## ORDER OF BUSINESS

Item No.	Title of Report	Pages
1.	Minutes of the Previous Meeting	
2.	Absence of Members	
3.	Declaration of Members' Interests <ul style="list-style-type: none"> <li>a) Personal and Prejudicial Interests</li> <li>b) Whipping Arrangements (in accordance with Overview and Scrutiny Procedure Rule 17)</li> </ul>	
4.	Public Question Time <i>(If any)</i>	
5.	Members' Items (submitted in accordance with Overview and Scrutiny Procedure Rule 9) <i>(If any)</i>	
<b>Call-in</b>		
6.	Any Matters Referred by Members of the Sub-Committee relating to key decisions made by: Cabinet on 14 September 2011; Cabinet Resources Committee on 27 September 2011; or Any action taken by Cabinet Member(s) and/or Directors/Chief Officers under delegated powers (Executive Functions)	1 – 2
<b>Councillor Calls for Action</b>		
7.	Councillor Calls for Action (submitted in accordance with Overview and Scrutiny Procedure Rule 22) <i>(If any)</i>	
<b>Business of the Committee</b>		
8.	Task and Finish Group / Scrutiny Panel Update	3 – 8
9.	Cabinet Forward Plan	9 – 20
10.	Business Management Overview and Scrutiny Committee Forward Work Programme 2011/12	21 – 32
11.	Any Other Items the Chairman Decides are Urgent	

## **FACILITIES FOR PEOPLE WITH DISABILITIES**

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## **FIRE/EMERGENCY EVACUATION PROCEDURE**

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Decisions of Cabinet – 14 September 2011	
Agenda Item 6	
<b>Report</b>	Report of the Cabinet Member for Housing – <b>Housing Strategy</b>
<b>Called in by</b>	Councillor Kath McGuirk
<b>Recommendation, Reason and Objective</b>	<p>Recommendations:- 1.1, 1.2, 1.3 and 1.4</p> <p>Reason:-</p> <p>To ask for further detail about setting of local social rents, strategic tenancy policy, impact of housing benefit reforms, retained housing service options appraisal process, changes to Housing Revenue Account.</p> <p>Objective:-</p> <p>To add a further recommendation that scrutiny is involved in the drawing up of the Strategic Tenancy Policy, and that in-house delivery of the retained housing service is considered on a level-playing field with other options as part of the options appraisal.</p>

Decisions of Cabinet – 14 September 2011	
Agenda Item 7	
<b>Report</b>	Report of the Leader of the Council – <b>Regeneration Strategy</b>
<b>Called in by</b>	Councillor Alison Moore
<b>Recommendation, Reason and Objective</b>	<p>Recommendations:- 1.1 and 1.2</p> <p>Reason:-</p> <p>To ask about the detail of the ‘strategy’ with specific reference to the timetable of delivery of affordable / non-affordable housing, the impact on the provision of school places and the implications of the recession for the regeneration and viability of town centres in Barnet.</p> <p>Objective:-</p> <p>To delay agreement of the ‘strategy’ until after the Regeneration Review has been reported to ensure that it is fully fit for purpose.</p>

<b>Decisions of Cabinet – 14 September 2011</b>	
<b>Agenda Item 8</b>	
<b>Report</b>	Report of the Leader of the Council and Cabinet Member for Environment – <b>North London Waste Authority Inter-Authority Agreement</b>
<b>Called in by</b>	Councillor Barry Rawlings
<b>Recommendation, Reason and Objective</b>	<p>Recommendations:- 1.1 and 1.2</p> <p>Reason:-</p> <p>With reference to Principles 2 and 9, to question the wisdom of signing up to principles that emerge from the North London Waste Plan before it has gone to Public Inquiry, which could lead to amendments or its refusal.</p> <p>Objective:-</p> <p>To add a recommendation that Principles 2 and 9 should be referred to a future meeting of Cabinet for a decision.</p>

**AGENDA ITEM: 8** Page nos. 3 – 8

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Meeting	Business Management Overview & Scrutiny Committee
Date	17 <sup>th</sup> October 2011
<b>Subject</b>	<b>Task &amp; Finish Group / Scrutiny Panel Update</b>
Report of Summary	Scrutiny Office This report provides Members with an update on the position relating to the currently convened Task & Finish Groups and Overview & Scrutiny Panels

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Officer Contributors	Andrew Charlwood, Overview & Scrutiny Manager Melissa James, Overview & Scrutiny Officer Sally Masson, Overview & Scrutiny Officer
Status (public or exempt)	Public
Wards affected	All
Enclosures	None

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Contact for further information:

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[andrew.charlwood@barnet.gov.uk](mailto:andrew.charlwood@barnet.gov.uk)

## **1. RECOMMENDATION**

- 1.1 That the Committee considers the progress of the current Task and Finish Groups / Scrutiny Panels as set out in sections 9.1 to 9.5 of this report.**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Business Management Overview & Scrutiny Committee, 1 June 2011, Agenda Item 8 (Task & Finish Group / Scrutiny Panel Update)
- 2.2 Business Management Overview & Scrutiny Committee, 11 July 2011, Agenda Item 14 (Task & Finish Group / Scrutiny Panel Update)
- 2.3 Business Management Overview & Scrutiny Committee, 5 September 2011, Agenda Item 12 (Task & Finish Group / Scrutiny Panel Update)

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 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.
- 3.2 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

## **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 Task and Finish Group was approved at the Business Management Overview & Scrutiny Sub-Committee on 13 September 2010.

9.1.2 The Task and Finish Group 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 Task and Finish Group 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 Task and Finish Group 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. A meeting took place between the Cabinet Member for Education, Children and Families and the Chairman on 15 August 2011 to discuss the findings and recommendations of the Group.

9.1.7 It is expected that the report of the Task and Finish Group will be presented to the 16 November 2011 meeting of the Committee.

## **9.2 Contract Monitoring and Community Benefit Task and Finish Group**

9.2.1. The Business Management Overview & Scrutiny Sub-Committee established a Task and Finish Group 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.

9.2.2 The Task and Finish Group 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.

9.2.3 The Task and Finish Group met on 24 May 2011 to consider how the review should progress.

9.2.4 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.

9.2.5 Further meetings of the Group took place on:

- 6 July 2011 – where the Group considered a report on Developing a Strategic Approach to Procurement;
- 16 July – where the Group: received evidence from the Cabinet Member for Resources and Performance, the Deputy Chief Executive and a number of council officers; received a presentation on the Purchase to Pay Process; and considered information on community benefit; and
- 28 July – where the Group received evidence from external experts on procurement, contract monitoring and community benefit.

9.2.6 The Group will be meeting on 7 November 2011 to consider their recommendations and draft report.

## **9.3 Carbon Footprint Task and Finish Group**

9.3.1 The Business Management Overview & Scrutiny Sub-Committee established a Task and Finish Group on Carbon Footprint at their meeting on 16 December 2010. Membership of the Task and Finish Group was confirmed at the Sub-Committee meeting held on 24 January 2011.

- 9.3.2 The Task and Finish Group met on 14 March 2011 to discuss and agree their terms of reference. Councillor Brian Salinger was appointed as Chairman.
- 9.3.3 The Task and Finish Group met on 27 April 2011 and received a presentation on renewable technology and the energy hierarchy from CEN, an independent energy company.
- 9.3.4 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 Task and Finish Group 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.
- 9.3.5 A further meeting took place on 26 September 2011. Officers will provide an oral update at the meeting.
- 9.3.6 The Group will review their initial findings and emerging recommendations in during October and agree the next steps for the review.

#### **9.4 Secondary School Places Overview and Scrutiny Panel**

- 9.4.1 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.
- 9.4.2 On 13 July 2011, the Panel received a presentation from the Children's Service and determined what evidence they wished to gather during the review.
- 9.4.3 On 31 August 2011, a further meeting took place where the Panel agreed a consultation process.
- 9.4.4 On the 12 September 2011, the Panel received evidence from parents and parent governor groups.
- 9.4.5 The Panel met on 5 October 2011 and discussed the recurring themes and patterns that have emerged from the submissions by parent governors and parents (written and oral) and data collected from the online survey.
- 9.4.6 A further meeting is being arranged for the second week in October where the Panel will consider their emerging recommendations.
- 9.4.7 It is anticipated that this Panel will complete its work towards the end of November 2011.

**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 Task and Finish Group to consider Safeguarding in Organisations Working with Children. Membership of the Task and Finish Group was confirmed at the Sub-Committee meeting held on 24 January 2011.

9.5.2 The work of this Task and Finish Group will commence when resources become available within the Scrutiny Office.

**10. LIST OF BACKGROUND PAPERS**

10.1 None

**AGENDA ITEM: 9** Pages: 9 – 20

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Meeting	Business Management Overview & Scrutiny Committee
Date	17 October 2011
<b>Subject</b>	<b>Cabinet Forward Plan</b>
Report of	Scrutiny Office
Summary	This report provides Members with the current published Cabinet Forward Plan. The Committee is asked to comment on and consider the Cabinet Forward Plan when identifying future areas of scrutiny work.

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Officer Contributors	Andrew Charlwood, Overview and Scrutiny Manager
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix – Cabinet Forward Plan of Key Decisions (September to December 2011)
Reason for urgency / exemption from call-in	N/A

Contact for further information:

Andrew Charlwood, Overview & Scrutiny Manager, 020 8359 2014,  
[andrew.charlwood@barnet.gov.uk](mailto:andrew.charlwood@barnet.gov.uk)

## **1. RECOMMENDATION**

- 1.1 That the Committee comment on and consider the Cabinet Forward Plan for the period September to December 2011 when identifying areas of future scrutiny work.

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 None.

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 The Overview and Scrutiny Committees must ensure that the work of Scrutiny is reflective of the Council's priorities.
- 3.2 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

## **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 and Scrutiny Committees are contained within Part 2, Article 6 of the Council's Constitution
- 8.2 The Terms of Reference of the Scrutiny Committees are included in the Overview and Scrutiny Procedure Rules (Part 4 of the Council's Constitution).

## **9. BACKGROUND INFORMATION**

- 9.1 Under the current overview and scrutiny arrangements, the Business Management Overview & Scrutiny Committee will ensure that the work of scrutiny is reflective of Council priorities, as evidenced by the Corporate Plan and the programme being followed by the Executive.
- 9.2 The Cabinet Forward Plan will be included on the agenda at each meeting of the Business Management Overview & Scrutiny Committee as a standing item.
- 9.3 The Committee is encouraged to comment on the Forward Plan.
- 9.4 The Committee is asked to consider items contained within the Forward Plan to assist in identifying areas of future scrutiny work, particularly focussing on areas where scrutiny can add value in the decision making process (pre-decision scrutiny).
- 9.5 When identifying items for pre-decision scrutiny, the Committee are requested to provide specific information on the rationale behind the pre-decision scrutiny request and the expected outcome to enable Cabinet Members and officers to prepare appropriately.

## **10. LIST OF BACKGROUND PAPERS**

- 10.1 None





**London Borough of Barnet**  
**Forward Plan of Key Decisions**  
**September 2011**

Contact: Andrew Charlwood, Governance Service, 020 8359 2014

[andrew.charlwood@barnet.gov.uk](mailto:andrew.charlwood@barnet.gov.uk)

Subject	Decision requested	Cabinet Member/ author	Consultation	Last date for reps	Documents to be considered
<b>Cabinet Resources Committee 27 September 2011</b>					
Contract Award for Lead Providers Home and Community Support	To approve the award of a four year framework contract for three lead providers for Home and Community Support and to authorise a six-month extension to the current framework contracts for the current 11 service providers	Adults Eryl Davies			Full report
Quarter 1 Monitoring 2011/12	To consider the 2011/12 Monitoring Report, to instruct directors to take appropriate action to improve performance in identified areas, and to approve virements and transfers	Resources and Performance Maria Christofi			Full report
Replacement of Cremators, Building Works, Renovations and Compliance with Mercury Abatement Legislation at Hendon Cemetery and Crematorium	To approve capital funding to deliver Phase 1 of a scheme to undertake necessary works at Hendon Cemetery and Crematorium	Housing Andrew Milne			Full report
Introduction of Enhanced Housing Management Charges for Sheltered Housing	To agree service charges for enhanced housing management of sheltered housing / sheltered plus services, to delegate authority to the Director of Planning, Environment and Regeneration to agree a revised management fee with Barnet Homes and to approve that protection from	Housing Andrew Milne			Full report

<b>Subject</b>	<b>Decision requested</b>	<b>Cabinet Member/ author</b>	<b>Consultation</b>	<b>Last date for reps</b>	<b>Documents to be considered</b>
	the enhanced housing management service charge be funded from the Housing Revenue Account				
Transforming Passenger Transport Services	To authorise the council to participate in the West London Alliance Transport Efficiency Programme to deliver Passenger Transport Services and to approve the transformation of Passenger Transport Services to achieve identified savings	Customer Access and Partnerships  Kate Kennally			Full report
Leisure Contract Review	To review the current leisure contract with Greenwich Leisure Limited, with final terms to be agreed by the Committee at a future meeting	Customer Access and Partnerships  Pam Wharfe			Full report
Early Intervention and Prevention Commissioned Contracts	To approve the award of contracts to deliver Early Intervention and Prevention Services and approve a waiver of Contract Procedure Rules for an extension of currently commissioned contracts	Education, Children and Families Jay Mercer			Full report
Permanent Primary School Expansion in the Colindale Area	To approve the expansion of primary school provision in the Colindale area using the Children's Capital Programme, to agree to entering into a Strategic Partnership Agreement with Kier London and to agree to the provision of temporary	Education, Children and Families  Val White			Full report

<b>Subject</b>	<b>Decision requested</b>	<b>Cabinet Member/ author</b>	<b>Consultation</b>	<b>Last date for reps</b>	<b>Documents to be considered</b>
	accommodation on the Orion site				
Grant of New Leases for Allotment Sites	That grant leases to allotment plot holders for terms for up to 38 years	Resources and Performance / Environment  Lynn Bishop			Full report
Purchase of Leasehold Interest in Land at Grahame Park Way NW7	To accept a surrender of the lease of the premises from RFL Mill Limited or any other company in whom the subject may be vested	Resources and Performance / Environment  Craig Cooper			Full report
Extension of Current Housing Advice Contract and Foundation Service Contract and permission to Re-tender Services	To approve retrospective extensions to the current Housing Advice and Foundation Service contracts and to approve commencement of a joint re-tendering exercise	Housing  Andrew Milne			Full report
Barnet Integrated Learning Disability Service - Contracts with Central London Community Health NHS Trust and Barnet, Enfield & Haringey NHS Mental Health Trust	To authorise the council to act as Lead Commissioner for learning disability services across health and social care and to authorise a waiver of Contract Procedure Rules to enable the provision of specialist Community Learning Disabled Services	Resources and Performance / Adults  Jim Wilson			Full report
Treasury Management Outturn for Quarter Ended 30 June 2011	To receive a report providing an update on treasury management activity	Resources and Performance  John Hooton			

## Cabinet 3 November 2011

Subject	Decision requested	Cabinet Member/ author	Consultation	Last date for reps	Documents to be considered
Tenancy Strategy	To approve the Draft Tenancy Strategy and authorise the commencement of an eight week consultation	Housing  Andrew Milne			Full report
Infrastructure Delivery Plan	To agree a Delivery Plan for the future infrastructure needs of the borough, funded by the Community Infrastructure Levy	Planning / Resources and Performance  Martin Cowie / Lucy Shomali			Full report
Community Infrastructure Levy	To seek approval of a preliminary draft charging schedule for Barnet	Planning / Resources and Performance  Martin Cowie / Lucy Shomali			Full report
Proposed Phasing of Primary School Expansions and Investment Strategy to Meet Demand for Secondary School Places	To set out projected demand for additional primary school places in the borough up to 2016/17, to seek agreement for the investment programme and to provide an update on first phase of primary expansions. To set the projected shortfall of secondary provision from 2015/16 onwards and the investment strategy required to	Education, Children & Families  Val White			Full report

	ensure there are sufficient secondary school places				
Reference from Overview & Scrutiny	Cabinet to receive the report and recommendations of the Early Intervention and Prevention Task and Finish Group	Scrutiny Office Jeff Lustig			Full report
Financial and Business Planning 2012/13 to 2014/15 and Budget Headlines	To agree the Financial and Business Planning process for the period 2012/13 to 2014/15, to receive the budget headlines and to commence consultation on the budget proposals	Resources & Performance / Leader Andrew Travers	Programme of budget consultation to be carried out		Full report
Network Management Policy	To define the principles of the Network Management Policy	Environment Declan Hoare			Full report
<b>Cabinet Resources Committee 7 November 2011</b>					
West London Alliance	To agree that the Council move from the North London Strategic Alliance to the West London Alliance.	Leader Craig Cooper			Full report
Land at East Road, Burnt Oak	To approve the disposal of land	Resources and Performance Craig Cooper			Full report
Security Service Provision in Council Properties	To report on the provision of security services in Council properties	Resources and Performance Craig Cooper			Full report
Dollis Valley Estate Regeneration	To agree the appointment of the development partner for the Dollis	Leader			Full report

	Valley Estate	Lucy Shomali			
Community Advice Service – Award of Contract	To agree the award of the Community Advice Service contract	Adults / Customer Access & Partnerships  Julie Taylor			Full report
Big Society Innovation Bank – Community Assessment Panel	The report will seek consent to delegate authority to a community assessment panel, under the chairmanship of the Cabinet Member, to approve awards, both to third sector and civil society applicants, from the Big Society Innovation Bank.	Cabinet Member for Customer Access and Partnerships  Julie Taylor	The proposals follow consultation with the third sector and other interested parties on the creation of the Big Society Innovation Bank through the Third Sector Commissioning Group. CommUNITY Barnet will publicise the Panel and appoint representatives in line with the council's requirements under the terms of its 2011-12 funding agreement.		
Procurement of Contracts for Prevention Services to Support Personalisation of Social	To authorise the procurement of contracts for information, advice and advocacy services and for support for people with learning disabilities	Adults  Kate Kennally			Full report

Care and Health					
<b>Special Cabinet Resources Committee, December (date TBC)</b>					
Development and Regulatory Services Competitive Dialogue	To inform the Committee of those participating bidders that will be invited to submit detailed solutions	Customer Access and Partnerships  Craig Cooper			Full report
Parking Services Contract Award	To award to contract for the provision of Parking Services following a restricted procurement procedure	Environment  Pam Wharfe / Craig Cooper			
<b>Cabinet 14 December 2011</b>					
Partnership Governance	To seek approval for a revised partnership framework including Safer Communities Partnership, Health & Well-Being Board, Children's Trust Board and a refreshed overarching partnership board	Customer Access & Partnerships  Julie Taylor			Full report



**AGENDA ITEM: 10** Pages: 21 – 32

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Meeting	Business Management Overview & Scrutiny Sub-Committee
Date	17 October 2011
<b>Subject</b>	<b>Business Management Overview &amp; Scrutiny Committee Forward Work Programme 2011/12</b>
Report of	Scrutiny Office
Summary	This report outlines the Committee's draft work programme for 2011/12

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Officer Contributors	Andrew Charlwood, Overview & Scrutiny Manager
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix – Business Management Overview and Scrutiny Committee Work Programme 2011/12
Reason for urgency / exemption from call-in	N/A

Contact for further information: Andrew Charlwood, Overview & Scrutiny Manager  
020 8359 2014, [andrew.charlwood@barnet.gov.uk](mailto:andrew.charlwood@barnet.gov.uk)

## **1. RECOMMENDATION**

- 1.1 That the Committee consider and comment on the items included in the 2011/12 work programme of the Business Management Overview and Scrutiny Committee as set out in the Appendix.**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 None.

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 The Overview and Scrutiny Committees must ensure that the work of Scrutiny is reflective of the Council's priorities

- 3.2 The three priority outcomes set out in the 2011-2013 Corporate Plan are: –

- Better services with less money
- Sharing opportunities, sharing responsibilities
- A successful London suburb

## **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 and Scrutiny Committees is contained within Part 2, Article 6 of the Council's Constitution.

- 8.2 The Terms of Reference of the Scrutiny Committees are included in the Overview and Scrutiny Procedure Rules (Part 4 of the Council's Constitution).

## **9. BACKGROUND INFORMATION**

- 9.1 The Business Management Overview and Scrutiny Committee's Work Programme 2011/12 indicates:
- a) items of business carried forward from the Business Management Overview and Scrutiny Sub-Committee work programme for the 2010/11 municipal year; and
  - b) items requested by the Committee in the 2011/12 municipal year.
- 9.2 The work programme of this Committee is intended to be a responsive tool, which will be updated on a rolling basis following each meeting, for the inclusion of areas which may arise through the course of the year.
- 9.3 The Committee is empowered to agree its priorities and determine its own schedule of work within the programme.

## **10. LIST OF BACKGROUND PAPERS**

- 10.1 None.



<b>Business Management Overview and Scrutiny Committee Work Programme 2011/12</b>
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1 June 2011

<b>ITEMS CONSIDERED</b>	<b>INFORMATION</b>	<b>REPORT ORIGIN</b>	<b>LINK TO CABINET / CORPORATE PLAN</b>
Items called-in: Fairer Contributions Policy (DPR 1328, 19 May 2011); and Adults In-House Business Case	The Cabinet Member for Adults attended the meeting.	N/A	
Task and Finish Group / Scrutiny Panel Update	Standing Item	Scrutiny Office	
Cabinet Forward Plan	Standing Item	Scrutiny Office	
Business Management Overview and Scrutiny Sub-Committee Future Work Programme 2011/12	Standing Item	Scrutiny Office	

11 July 2011

**ITEMS CONSIDERED**

**INFORMATION**

**REPORT ORIGIN**

**LINK TO CABINET /  
CORPORATE PLAN**

<p>Items called-in: Safeguarding in Barnet; Draft Corporate Plan 2011-13; New Support and Customer Services Organisation Business Case; and Graham Park Area Regeneration Project</p>	<p>Relevant Cabinet Members attended the meeting</p>	<p>N/A</p>	
<p>Hampstead Garden Suburb / Friern Barnet Libraries Petition</p>	<p>The Committee received two petitions which had in excess of 2,000 signatures. Representations were made by Lead Petitioners and Ward Councillors, responded to by relevant officers.</p>	<p>Scrutiny Office</p>	
<p>Strategic Library Review / Libraries Strategy</p>	<p>The Committee undertook post decision scrutiny of the Strategic Library Review and considered the consultation findings which formed part of the Libraries Strategy going before Cabinet on 26 July 2011.</p>	<p>Libraries / Customer Services</p>	
<p>Hendon Football Club</p>	<p>The Committee questioned the Cabinet Member for Resources and Performance on the Hendon FC site</p>	<p>Scrutiny Office</p>	

	in advance of the Cabinet Resources Committee considering the issue on 28 July 2011.		
Overview & Scrutiny Annual Report 2010/11	The Committee received and endorsed the Overview & Scrutiny Annual Report 2010/11	Scrutiny Office	
Fostering Recruitment Task and Finish Group	Consideration of item deferred to 5 September 2011 meeting	Scrutiny Office	
Task and Finish Group / Scrutiny Panels – Recommendation Tracking	Consideration of item deferred to 5 September 2011 meeting	Scrutiny Office (with contributions from relevant directorates)	
Task and Finish Group / Scrutiny Panel Update	Standing Item	Scrutiny Office	
Cabinet Forward Plan	Standing Item	Scrutiny Office	
Business Management Overview and Scrutiny Sub-Committee Future Work Programme 2011/12	Standing Item	Scrutiny Office	

5 September 2011

ITEMS CONSIDERED	INFORMATION	REPORT ORIGIN	LINK TO CABINET / CORPORATE PLAN
Items called-in: Strategic Library Review; and Delegated Powers Report 1375, Re-provision of Parking Services	The relevant Cabinet Members were in attendance	N/A	
Regeneration Strategy	The Committee considered the Regeneration and Enterprise Strategy and made comments and recommendations to Cabinet.	Environment, Planning, and Regeneration	
Housing Strategy	The Committee considered the Housing Strategy and made comments and recommendations to Cabinet.	Environment, Planning, and Regeneration	
Fostering Recruitment Task and Finish Group	The Committee endorsed the final report of Task and Finish Group for onward referral to Cabinet.	Scrutiny Office	
Task and Finish Group / Scrutiny Panels – Recommendation Tracking	The Committee considered a report which provided an update on the implementation of recommendations made by Task and Finish Groups and Scrutiny Panels.	Scrutiny Office	
Task and Finish Group / Scrutiny Panel Update	Standing Item	Scrutiny Office	



Cabinet Forward Plan	Standing Item	Scrutiny Office	
Business Management Overview and Scrutiny Sub-Committee Future Work Programme 2011/12	Standing Item	Scrutiny Office	

17 October 2011			
ITEMS TO BE CONSIDERED	INFORMATION	REPORT ORIGIN	INTENDED OUTCOME
Items called-in: Housing Strategy, Regeneration Strategy; and North London Waste Authority Inter-Authority Agreement	The relevant Cabinet Members have been invited to attend	N/A	
Task and Finish Group / Scrutiny Panel Update	The Committee is to receive a report which provided an update on the implementation of recommendations made by Task and Finish Groups and Scrutiny Panels.		
Cabinet Forward Plan	Standing Item	Requested by Committee  Report from Scrutiny Office	Identification of topics for pre-decision scrutiny.

Business Management OSC Work Programme	Standing Item	Requested by Committee  Report from Scrutiny Office	Committee input into management of work programme for 2011/12 municipal year.
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16 November 2011

<b>ITEMS TO BE CONSIDERED</b>	<b>INFORMATION</b>	<b>REPORT ORIGIN</b>	<b>INTENDED OUTCOME</b>
Task and Finish Group / Scrutiny Panel Update	Standing item	Requested by Committee  Report from Scrutiny Office	Ongoing monitoring of TFG / Scrutiny Panel work.
Cabinet Forward Plan	Standing item	Requested by Committee  Report from Scrutiny Office	Identification of topics for pre-decision scrutiny.
Business Management OSC Work Programme	Standing item	Requested by Committee  Report from Scrutiny Office	Committee input into management of work programme for 2011/12 municipal year.

ITEMS TO BE CONSIDERED AT FUTURE MEETINGS	INFORMATION	REPORT ORIGIN	LINK TO CABINET/ CORPORATE PLAN
Early Intervention and Prevention (Children's Services) Task and Finish Group	The Committee are due to consider the final report of Task and Finish Group, before onward referral to Cabinet.	Scrutiny Office	
Contract Monitoring and Community Benefit Task and Finish Group	The Committee are due to consider the final report of Task and Finish Group, before onward referral to Cabinet.	Scrutiny Office	
Carbon Footprint Task and Finish Group	The Committee are due to consider the final report of Task and Finish Group, before onward referral to Cabinet.	Scrutiny Office	
Partnership Governance	The Committee have requested to undertake pre-decision scrutiny of this item.	Chief Executive's Service	
Town Centre Strategies	The Committee have requested to review Town Centre Strategies prior to a decision being taken by Cabinet. Item to be added to Sub-Committee agenda for an appropriate meeting.	Environment, Planning, and Regeneration	
Call-ins	Consideration of call-ins made by Members of the Sub-Committee.	Scrutiny Office	
Councillor Calls for Action	Consideration of Councillor Calls for Action	Scrutiny Office	

Task and Finish Groups	Ongoing monitoring and consideration of reports of Task and Finish Groups	Scrutiny Office	
Scrutiny Recommendations	Ongoing monitoring and of the implementation/response to comments/recommendations made by Overview and Scrutiny Committees, Task and Finish Groups and Scrutiny Panels.	Scrutiny Office	
Pre-decision Scrutiny of Cabinet Forward Plan Items	Consideration of Cabinet items pre-decision	Scrutiny Office	As above.

**\*Please note that the Business Management Overview and Scrutiny Committee's Forward Work Programme 2011/12 is an evolving document which is dependent on the work of Task and Finish Groups, Scrutiny Panels and any other business within the remit of this Committee.**

<b>FUTURE MEETING DATES</b>
<b>16 NOVEMBER 2011</b>
<b>9 JANUARY 2012</b>
<b>5 MARCH 2012</b> <i>(Date to be rescheduled due to clash with Area Planning Sub-Committees)</i>
<b>18 APRIL 2012</b>