

Meeting of the Council of the London Borough of Barnet

TO BE HELD ON
TUESDAY, 12 JULY 2011 AT 7.00PM

VENUE

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

A G E N D A



CORPORATE GOVERNANCE DIRECTORATE

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Agenda and Timetable
Tuesday 12 July 2011

Item	Subject	Timing/Details	Page Nos.
Part 1	Statutory formalities / Announcements (15 minutes)	7.00pm – 7.15pm	-
1.1	Prayer – the Mayor’s Chaplain	Father Damian Konstantinou	-
1.2	Apologies for absence	To receive Members’ apologies for absence	-
1.3	Minutes of meetings held on 17 May 2011 and 15 June 2011	To sign as a true record	1 - 36
1.4	Declarations of interest	To receive Members’ declarations of interest	-
1.5	Official Announcements		-
1.6	Any business remaining from last meeting		-
Part 2	Question Time (30 minutes or until 7.45pm, whichever is the longer)	7.15pm – 7.45pm	-
2.1	Questions to the Leader and Cabinet	To be circulated separately	-
Part 3	Business for Debate (90 minutes)	7.45pm – 9.30pm	-
	Administration Business Item	7.45pm – 8.15pm	
3.1	Winterbourne View – Councillor Sachin Rajput		37
	Opposition Business Item	8.15pm – 8.45pm	
3.2	The Parking Service in Barnet – Councillor Kath McGuirk		38
	Break	8.45pm – 9.00pm	
	Non-Executive Business Item	9.00pm – 9.30pm	
3.3	Housing Allocations – Councillor Rowan Turner		39
3.4	Community Rents and Charges in Barnet – Councillor Pauline Coakley Webb		40

Part 4	Statutory Council Business (30 minutes)	9.30pm – 10.00pm	-
4.1	Report from Cabinet		
4.1.1	Safeguarding in Barnet		41 - 81
4.2	Reports from Overview and Scrutiny Committees		
4.2.1	Report of the Business Management Overview and Scrutiny Committee		82 - 103
4.3	Report from Other Committees		-
4.3.1	Report of the Standards Committee – Standards Committee Annual Report		To follow
	Reports of Officers		-
4.4	Report of the Head of Governance		
4.4.1.	Report Exempt from Call-in		104 - 115
4.4.2.	Adults In-House Services (More Choices) Appointments to the Shadow Board		
4.4.3	Filming and recording of Council and Committee meetings		
4.4.4	Leave of Absence – Councillor Lynne Hillan		116
4.5	Report of the Monitoring Officer		
4.6	Questions to representatives on Outside Bodies (10 minutes)		

Aysen Giritli, Head of Governance
Building 4, North London Business Park, Oakleigh Road South, N11 1NP

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Minutes

OF THE ANNUAL MEETING OF THE COUNCIL OF THE LONDON BOROUGH OF BARNET held at The Town Hall, Hendon, NW4, on Tuesday, 17 May 2011.

PRESENT:

- *The Worshipful the Mayor (Councillor Anthony Finn)
- *The Deputy Mayor (Councillor Lisa Rutter)

Councillors:

*Maureen Braun	*Anne Hutton	*Kate Salinger Bed (Hons)
*Alex Brodkin	*Geoffrey Johnson	*Gill Sargeant
Anita Campbell	*Julie Johnson	*Joan Scannell
*Pauline Coakley Webb	*Sury Khatri BSc (Hons), MSc	*Brian Schama
*Dean Cohen BSc (Hons)	*David Longstaff	*Alan Schneiderman
*Jack Cohen	*John Marshall MA	*Daniel Seal
*Melvin Cohen	*Kath McGuirk	*Mark Shooter
*Geof Cooke	*Andrew McNeil	*Agnes Slocombe SRN, RM
*Alison Cornelius	*Alison Moore	*Ansuya Sodha MBA(Middx), Cert Ed, DipM (CIM), AMBA
*Richard Cornelius	*Graham Old	*Stephen Sowerby
*Tom Davey	*Charlie O-Macauley	*Andrew Stongolou
*Barry Evangeli	*Lord Palmer OBE, BA, PCA	*Andreas Tambourides
*Claire Farrier	*Susette Palmer MA	*Joanna Tambourides
*Anthony Finn BSc (Econ), FCA	*Bridget Perry	*Daniel Thomas BA (Hons)
*Brian Gordon LLB	*Wendy Prentice	*Ruben Thompstone
*Eva Greenspan	*Sachin Rajput BA (Hons) PgD Law	*Jim Tierney
*Andrew Harper	Robert Rams	*Rowan Turner
*Helena Hart	*Barry Rawlings	*Darrel Yawitch
*John Hart BA MA	*Lisa Rutter	*Zakia Zubairi
Lynne Hillan	*Colin Rogers	
*Ross Houston	*Brian Salinger	

*denotes Member present

1. PRAYERS (Agenda Item 1):

The Mayor's Chaplain offered prayer.

2. ELECTION OF THE MAYOR (Agenda Item 2):

The Worshipful Mayor called for nominations for the election of Mayor of the London Borough of Barnet for the ensuing municipal year.

Councillor Andreas Tambourides moved, seconded by Councillor Brian Coleman that Councillor Lisa Rutter be elected Mayor.

Upon the motion being put to the vote, it was declared carried.

RESOLVED – That Councillor Lisa Rutter be elected Mayor of the London Borough of Barnet for the ensuing municipal year 2011/12.

Councillor Lisa Rutter then left the Council Chamber to robe. Upon her return, she was invested by the retiring Mayor, Councillor Anthony Finn with the badge and chain of the office of Mayor.

The Mayor made the declaration prescribed by law accepting the office of Mayor and thanked the Council for the honour conferred upon her by her election and informed Council that she would be supporting three charities. Barnet Young Carers And Siblings 'BYCAS' which provides services to support young carers aged 5-17 years old, living in the London Borough of Barnet. The Outward Bound Trust, which seeks to unlock the potential in young people through discovery and adventure in the wild. The Alzheimer's Society, leading the fight against dementia

**THE WORSHIPFUL MAYOR
(COUNCILLOR LISA RUTTER)
IN THE CHAIR**

3. DEPUTY MAYOR:

The Worshipful Mayor announced the appointment of Councillor Barry Evangelini to act as Deputy Mayor during her term of office.

4. MAYOR'S CHAPLAIN:

Father Damian Konstantinou was appointed as the Mayor's Chaplain during her term of office.

5. MINUTES (Agenda Item 3):

RESOLVED – That the minutes of the meeting of the Council held on 12 April 2011 be approved.

6. APOLOGIES FOR ABSENCE (Agenda Item 4):

Apologies for absence were received from Councillor Lynne Hillan, Councillor Robert Rams and Councillor Anita Campbell.

7. OFFICIAL ANNOUNCEMENTS (Agenda Item 5):

The Worshipful Mayor on behalf of Council, sent get well wishes to Councillor Lynne Hillan who was unwell and in hospital.

The Worshipful Mayor on behalf of all citizens of Barnet sent loyal greetings to her Majesty the Queen and congratulations to their Royal Highness, The Duke and Duchess of Cambridge on the occasion of their recent wedding. Council wished them every happiness and looked forward to welcoming them to the London Borough of Barnet at an appropriate occasion in the near future.

8. DECLARATIONS OF INTEREST (Agenda Item 6):

There were none.

9. EXECUTIVE ARRANGEMENTS (Agenda Item 7)

Resignation of the Leader

Councillor Lynne Hillan formerly stepped down as Leader of the Council. Her letter of resignation was read out by the Chief Executive, Mr Nick Walkley.

The Worshipful Mayor and Councillor Andreas Tambourides paid tribute to Councillor Hillan as a Ward Member and colleague. At the invitation of the Worshipful Mayor, Councillors Alison Moore and Jack Cohen, as representatives of their political groups also spoke in tribute to Councillor Hillan.

Interim Arrangements

The Director of Corporate Governance, Mr Jeff Lustig advised Council that as the office of Leader was now vacant, the Deputy Leader, Councillor Andrew Harper would in the interim assume the responsibilities of Leader of the Council until a new Leader was elected.

Delegation of Executive Functions.

The Interim Leader, Councillor Andrew Harper informed Council that he proposed to keep the same Scheme of Delegation but making two variations.

- That Councillor Sachin Rajput is appointed to the Cabinet Resources Committee.
- That the responsibility for Human Resources is transferred from the Leaders portfolio to the portfolio of the Cabinet Member for Resources and Performance, Councillor Daniel Thomas.

RESOLVED – That Council note the Executive Arrangements

10. NOTING OF THE APPOINTMENT OF THE LEADER OF THE SECOND LARGEST POLITICAL GROUP AS THE LEADER OF THE OPPOSITION (Agenda Item 8)

RESOLVED – That the appointment of Councillor Alison Moore be noted

11. REPORT OF SPECIAL COMMITTEE (CONSTITUTION REVIEW) – 9 February 2011, 6 APRIL 2011 and 14 April 2011 (Agenda Item 9)

Councillor Anthony Finn, moved adoption and reception of the reports and his amendments. Further amendments in the name of Councillors Alison Moore, Jack Cohen, Alex Brodtkin, Alan Schneiderman, Barry Rawlings and Jim Tierney were moved. Debate ensued. A separate vote was taken on each report.

Special Committee (Constitution Review) - 9 February 2011

Upon being put to the vote the recommendations were declared carried.

RESOLVED -

- 1. That the Council approve the proposed amendments to the Financial Regulations as set out in Appendix A of the report and to the Responsibility for Functions as set out in Appendix B of the report.**
- 2. That the Head of Governance be instructed to make the appropriate changes to the Constitution.**

Special Committee (Constitution Review) - 6 April 2011

Upon being put to the vote the amendment in name of Councillor Alison Moore was declared lost. Upon being put to the vote the recommendations as set out in the report were declared carried.

CONSTITUTION REVIEW 2010/11 (Report of the Head of Governance– Agenda Item 5)

RESOLVED -

- 1. That the amendments to the Constitution agreed on 13 October 2010, 9 February 2011, and 6 April 2011 be approved as set out in Appendix 1 - 22 of the report.**
- 2. That the Head of Governance be instructed to make the appropriate changes to the Constitution.**

ACQUISITION OF LAND: PRIVATE SECTOR LEASING (Report of the Director of Planning, Housing & Regeneration, Agenda Item 6)

RESOLVED -

1. That the Council approve the changes proposed to Responsibilities for Functions for Acquisitions of Land, as set out in Appendix 2 of the report.
2. That the Head of Governance be instructed to make the appropriate changes to the Constitution.

OVERVIEW & SCRUTINY REVIEW (Agenda Item 7)

RESOLVED -

1. That the Council approve the free-standing Overview & Scrutiny structure as set out in the report.
2. That subject to Council's approval of recommendation (1) above, Council is further asked to approve the revised Terms of Reference for the new Overview and Scrutiny arrangements as set out in Appendix 3 to the report.
3. That the Head of Governance be instructed to make the appropriate changes to the Constitution.

Special Committee (Constitution Review) - 14 April 2011

Upon being put to the vote the amendments in name of Councillor Anthony Finn were declared carried. Upon being put to the vote the amendment in the name of Councillor Alex Brodtkin was declared lost. Upon being put to the vote the amendments in the name of Councillor Jack Cohen were declared lost. Upon being put to the vote amendment in the name of Councillor Alan Schneiderman was declared lost. Upon being put to the vote the amendment in the name of Councillor Barry Rawlings was declared lost. Upon being put to the vote the amendment in the name of Councillor Jim Tierney was declared lost.

Upon being put to the vote the substantive report as amended by Councillor Anthony Finn was declared carried.

RESOLVED -

COUNCIL MEETING REVIEW GROUP (Report of the Head of Governance—Agenda Item 5)

RESOLVED -

1. Part 1 – Statutory formalities/Announcements (15 minutes)
 - (a) That Part 1 remains in its current form and commences at 7pm and concludes at 7.15pm.
2. Part 2 – Question Time (30mins) & Part 6 – Comments on the Work of Cabinet (10 minutes)
 - (a) That Part 2 (Question Time) remains in its current form (30 minutes) and commences at 7.15pm and concludes at 7.45pm.
 - (b) That Part 6 (Comments on the Work of Cabinet) is removed from the Agenda.
3. Part 3 – Motions (60 minutes) & Part 4 – Policy Development (60 minutes)
 - (a) That Part 3 and Part 4 be merged into Part 3 and entitled 'Business for Debate'.
 - (b) That Part 3 consists of three items of business for debate;
 - I. One Administration item (7.45pm-8.15pm)

- II. One Opposition item (8.15pm-8.45pm)
 - III. One item of business proposed by a non-Executive Member. If there is more than 1 item, Council will decide the item of business for debate (9.00pm-9.30pm).
- (c) That each item of business for debate to last 30 minutes making a total duration of one and a half hours.
- (d) That the Administration and the Opposition can choose the item of business for debate and the items of business for voting on.
- (e) That where there is a cross party consensus of Motions (e.g. congratulations on exams results) a debate is not necessary.
- (f) That where business items request that the Chief Executive write to an MP, Government Minister etc, these requests are dispensed with.
- (g) That Part 3 (Business for Debate) commences at 7.45pm and concludes at 9.15pm.
- 4. Part 5 – Statutory Council Business
 - (a) That Part 5 to be entitled Part 4.
 - (b) That Part 5 to be retained and considered in detail at a future meeting of the Special Committee (Constitutional Review).
 - (c) That Part 5 (Statutory Council Business) commences at 9.30pm and concludes at 10pm (30 minutes).
- 5. Speaking Rules
 - (a) That no amendments be made to the Speaking Rules.
- 6. Other Matters
 - (a) That the 15 minute break is retained and that this commences at 8.45pm and concludes at 9pm.
 - (b) That the number of Council meetings during the 2011/12 municipal year is reduced by one.
 - (c) That the deadline for amendments (received after the Constitutional deadline for the published amendment) to be with the Governance Service by 10am on the day of the Council meeting.
 - (d) That amendments should not negate the motion with ‘..to delete all words after Council...’
 - (e) That the right to move amendments from the floor be reserved to the Mayor.
 - (f) That Questions to Representatives on Outside Bodies be retained on the Council Agenda.
- (7) That the Council Meeting is to conclude at 10pm with the provision to extend the Full Council Meeting to 10.30pm.
- (8) That Council approve the amendments to the Constitution as set out in Appendix 1 of the report.
- (9) That the Head of Governance be instructed to make the appropriate changes to the Constitution.

AMENDMENTS TO PUBLIC PARTICIPATION RULES (Report of the Director of Corporate Governance, Agenda Item 6)

RESOLVED -

1. That Council approve the amendments to the Constitution as set out in Appendix 2 of the report.
2. That the Head of Governance be instructed to make the appropriate changes to the Constitution.

CORPORATE JOINT NEGOTIATION AND CONSULTATION COMMITTEE AND TERMS OF REFERENCE OF GENERAL FUNCTIONS COMMITTEE (Report of the Director of Corporate Governance, Agenda Item 8)

RESOLVED -

1. That Council approve the Cessation of the Corporate Joint Negotiation Consultation Committee (CJNCC), report attached as Appendix 3, and the amendments to the Terms of Reference of the General Functions Committee as set out in Appendix 3b of the report.
2. That the Head of Governance be instructed to make the appropriate changes to the Constitution.

REVIEW OF RESIDENTS' FORUMS AND AREA SUB-COMMITTEES (Report of the Head of Governance, Agenda Item 9)

RESOLVED -

1. That Council approve the new arrangements to the Residents' Forum and Area Environment sub-Committees as outlined in this report and summarised below;
2. The Residents' Forums and Area Environment sub-Committees will meet every two months on a Parliamentary Constituency.
3. The appointment of Chairmen and Vice Chairmen of the Resident Forums would as now be a matter for Full Council.
4. The Area Environment sub-Committees will be composed of 1 Councillor per Ward covered plus 1 Substitute per Ward. The Chairman will be appointed by Full Council, as at present.
5. The Resident Forum will meet at 6pm, followed by the Area Environment sub-Committee on the same night and same venue at 8pm.
6. The Residents' Forums will give residents the opportunity to raise local matters ("Public Works").
7. Items must be received by the Governance Service by 6pm on the day before the day of the meeting for the item to be discussed at the Forum.
8. A Six Month Rule shall apply preventing matters that have already been dealt with from being raised again within that period.
9. The Residents' Forum may also be a forum for certain consultations from the Council as decided by the Chairman.
10. Petitions on matters relevant to the Constituency only can also be presented.
11. Matters must not relate to Planning or Licensing Issues.
12. Relevant matters raised at the Forum may be included in the agenda for the Area Environment sub-Committee that follows together with any statutory Area Environment business that may need to be discussed and will be reported to the appropriate committee/body.

13. The Area Environment sub-Committee will decide on a course of action for each item.
14. That Council approve that the Cabinet/Executive Forums replace Leader Listens and that this takes place at least once a year whereby the Leader or nominated Cabinet Member will chair a themed Resident Forum on any subject the Leader decides and for which the Leader and Cabinet have executive responsibility.
15. That the Cabinet/Executive Forum could also be used as part of the consultation process.
16. That during the Cabinet/Executive Forum discussions and questions will relate to matters relevant to these areas.
17. That the relevant director and senior officers will attend the forum.
18. That questions be submitted to the Governance Service by 6pm on the day before the day of the meeting.
19. That Council approve the new arrangements for the Area Planning sub-Committees as set out in this report with a reduction from three to two area based Sub-Committees.
20. That the change be implemented on an east-west division and that within the east area would be the Wards currently in the Chipping Barnet Area Planning Sub-Committee together with East Finchley, West Finchley, Woodhouse wards. The west area would comprise the Wards currently in the Hendon Area Planning Sub-Committee together with Childs Hill, Finchley Church End, Garden Suburb and Golders Green Wards. Representation would continue to be on a Ward basis.
21. That Council approve the amendments to the Constitution as attached as Appendix 4 of the report.
22. That the Head of Governance be instructed to make the appropriate changes to the Constitution.

12. APPOINTMENT OF REPRESENTATIVES OF THE COUNCIL TO OUTSIDE BODIES (Agenda Item 10.1 - Report of the Head of Governance):

Upon nominations in the names of Councillors Joan Scannell, Barry Rawlings and Susette Palmer, it was;

RESOLVED – That the persons detailed in the report be appointed to fill the vacancies referred to in Appendix A.

13. PROPOSED CALENDAR OF THE MEETINGS 2011/12 (Agenda Item 10.2 and 10.6 – Report and Supplemental Report of the Head of Governance)

RESOLVED - That the Calendar 2011/12 attached as Appendix B to the report be approved.

14. APPOINTMENT OF STANDING COMMITTEES (WITH CHAIRMEN AND VICE-CHAIRMEN) AND POLITICAL PROPORTIONALITY) AND THE CORPORATE PARENTING ADVISORY PANEL (Agenda Item 10.3 – Report of the Head of Governance)

RESOLVED -

1. That on the basis that the Council is made up of 63 members comprising three political groups (Conservative group (39 members), Labour group (21 members), and Liberal Democrat group (3

members), the allocation of seats on committees subject to the political balance regulations be as set out above.

2. That the Pension Fund Committee be excluded from the political balance arrangements, and that seats be allocated as set out in the schedule at Appendix C.
3. That the allocation of seats on Committees and other bodies appointed by the Council should be in accordance with Appendix C.
4. That each political group be invited to nominate members for seats in accordance with the principles set out above and the allocations set out in Appendix C, and that the Council and Council committees appoint Committees, Panels and other relevant bodies in accordance with those principles and allocations.

The meeting finished at 8.40pm

ANNUAL COUNCIL – 17 MAY 2011

Appointments

Barnet Community Homes

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
9898	Councillor Richard Cornelius (Expiring) 17/05/2011		Councillor Richard Cornelius		17/05/2011 to 15/05/2012

A charity set up to run the Council's former Residential Care Homes for Older People. One representative is required, who does not have to be a Councillor

Barnet Community Safety Engagement Group

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
BCPEG.1	Councillor Joanna Tambourides (Expiring) 17/05/2011		Councillor Joanna Tambourides		17/05/2011 to 15/05/2012
BCPEG.2	Councillor Julie Johnson (Expiring) 17/05/2011	Councillor Pauline Coakley Webb			
BCPEG.3	Councillor Joan Scannell (Expiring) 17/05/2011		Councillor John Hart		17/05/2011 to 15/05/2012
BCPEG.4	Councillor Lord Monroe Palmer (Expiring) 17/05/2011			Councillor Lord Palmer	17/05/2011 to 15/05/2012

Needs to be Portfolio holder for Community Safety plus three other Councillors

Barnet Housing Associations Liaison Group

	Current Representative	Labour	Conservative	Liberal Democrat	Officer	Period of Appointment
0047	Councillor Richard Cornelius (Expiring) 17/05/2011		Councillor Richard Cornelius			17/05/2011 to 15/05/2012
0048	Councillor Eva Greenspan (Expiring) 17/05/2011		Councillor Eva Greenspan			17/05/2011 to 15/05/2012
0049	Ms Pam Wharfe (Expiring) 17/05/2011				Director for Planning, Housing and Regeneration	17/05/2011 to 15/05/2012
0050	Ms Nicky Bird (Expiring) 17/05/2011				Assistant Director - Strategic Planning and Regeneration	17/05/2011 to 15/05/2012
The representatives must include the Cabinet Member for Planning, Housing and Regeneration and the Director of Social Affairs (or his/her representative for Housing or his representative for Social Services)						

Brent Cross Association Limited

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0055	Councillor Mark Shooter (Expiring) 17/05/2011		Councillor Anthony Finn		17/05/2011 to 15/05/2012
a) Clause 17 of the Articles of Association entitles the Council to authorise such person as it thinks fit to act as its representative at any meeting of the Association, i.e one person only. (b)The representative is a non-voting member.					

Continuing Care Review Panel

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
4526	Ms Irene Smith (Expiring) 17/05/2011		Mrs Irene Smith		17/05/2011 to 15/05/2012
a) Annual appointment (to be renewed at Annual Council). b) The representative will only be required to sit on the Panel if the review does not concern a Barnet Borough resident. c) Councillors are not eligible for appointment, and neither are the chairman, chief executive or a non-officer member of any health service body. The person appointed would usually be an officer with relevant expertise, but this need not necessarily be the case.					

Darlands Lake Nature Reserve Management Group

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0010	Councillor Brian Coleman(Expiring) 17/05/2011		Councillor Brian Coleman		17/05/2011 to 15/05/2012
0011	Councillor John Hart (Expiring) 17/05/2011		Councillor John Hart		

One Councillor from Totteridge Ward
 One Councillor from Mill Hill Ward
 Members serving on the organisation will not be doing so in the capacity of a Council representative
 (Decision of the General Functions Committee – 30 March 2011)

Day's and Atkinson's Almshouse Charity

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
1003	Dawn Morse Resigned 03/04/2010		Defer		17/05/2011 to 26/03/2012
1004	Councillor Brian Gordon (Expiring) 07/12/2011		Brian Gordon		08/12/2006 to 07/12/2011

Persons appointed need not be Members of the Council but they must be nominated by the Councillors representing the Edgware Ward. Appointment is five years, or for the remaining unexpired term if an appointee is replaced mid-term.

East Finchley Neighbourhood Centre Management Committee

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0169	Councillor Colin Rogers (Expiring) 17/05/2011	Councillor Colin Rogers			17/05/2011 to 15/05/2012
0170	Councillor Andrew Harper (Expiring) 17/05/2011		Councillor Andrew Harper		17/05/2011 to 15/05/2012
0171	Councillor Kath McGuirk (Expiring) 17/05/2011	Councillor Kath McGuirk			17/05/2011 to 15/05/2012
0172	Councillor John Marshall (Expiring) 17/05/2011		Councillor John Marshall		17/05/2011 to 15/05/2012
0173	Councillor Anne Hutton (Expiring) 17/05/2011	Councillor Anne Hutton			17/05/2011 to 15/05/2012

Representatives must be Members of the Council and should be serving councillor from any of the wards of East Finchley, Finchley Church End, Garden Suburb, West Finchley and Woodhouse.
Members serving on the organisation will not be doing so in the capacity of a Council representative (Decision of the General Functions Committee – 30 March 2011)

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0075	Councillor Robert Rams (Expiring) 17/05/2011		Councillor Robert Rams		17/05/2011 to 15/05/2012
0076	Councillor Wendy Prentice (Expiring) 17/05/2011		Councillor Wendy Prentice		17/05/2011 to 15/05/2012
a) The representative and substitute representative must be Members of the Council. b) Attendance of meetings is in a liaison capacity.					

Friern Park Centre Management Committee

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0164	Councillor Alison Moore (Expiring) 17/05/2011	Councillor Alison Moore			17/05/2011 to 15/05/2012
0165	Councillor Stephen Sowerby (Expiring) 17/05/2011		Councillor Stephen Sowerby		17/05/2011 to 15/05/2012
0166	Councillor Brian Coleman (Expiring) 17/05/2011		Councillor Brian Coleman		17/05/2011 to 15/05/2012
0167	Councillor Sachin Rajput (Expiring) 17/05/2011		Councillor Sachin Rajput		17/05/2011 to 15/05/2012
0168	Councillor Alan Schneiderman (Expiring) 17/05/2011	Councillor Alan Schneiderman			17/05/2011 to 15/05/2012
Representatives must be Members of the Council and be a serving Councillor from any of the wards of Coppetts, East Finchley, Oakleigh, Totteridge, West Finchley and Woodhouse. Members serving on the organisation will not be doing so in the capacity of a Council representative (Decision of the General Functions Committee – 30 March 2011)					

Grahame Park Partnership Board

	Current Representative	Labour	Conservative	Liberal Democrat	Officer	Period of Appointment
0236a	Councillor Richard Cornelius (Expiring) 17/05/2011		Councillor Richard Cornelius			17/05/2011 to 15/05/2012
0236b	Councillor Gill Sargeant (Expiring) 17/05/2011	Councillor Gill Sargeant				17/05/2011 to 15/05/2012
0236c	Mr Colin Ross (Expiring) 17/05/2011				Assistant Director - Strategic Planning and Regeneration	17/05/2011 to 15/05/2012
0236d	Mr Tony Westbrook (Expiring) 17/05/2011				Principal Project Manager Strategic Planning and Regeneration	17/05/2011 to 15/05/2012
0236e	Councillor Eva Greenspan (Deputy) (Expiring) 17/05/2011		Councillor Eva Greenspan (Deputy)			17/05/2011 to 15/05/2012
0236f	Councillor Zakia Zubairi (Deputy) (Expiring) 17/05/2011	Councillor Zakia Zubairi				17/05/2011 to 15/05/2012
0236g	Ms Nicky Bird (Deputy) (Expiring) 17/05/2011				Senior Project Manager	17/05/2011 to 15/05/2012

Representatives must be Members of the Council and be a serving Councillor from any of the wards of Coppetts, East Finchley, Oakleigh, Totteridge, West Finchley and Woodhouse.

Greater London Enterprise Limited

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0234	Councillor Richard Cornelius (Expiring) 17/05/2011		Councillor Richard Cornelius		17/05/2011 to 15/05/2012
0235	Councillor Anthony Finn (Expiring) 17/05/2011		Councillor Anthony Finn		17/05/2011 to 15/05/2012
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Hampstead Heath Management Committee

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0099	Councillor Melvin Cohen (Expiring) 17/05/2011		Councillor Melvin Cohen		17/05/2011 to 15/05/2012
The representative must be a Member of the Council.					

Heritage of London Trust

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
100	Councillor Melvin Cohen (Expiring) 17/05/2011		Councillor Melvin Cohen		17/05/2011 to 15/05/2012
Initially blank					

LGAs Urban Commission

	Current Representative	Labour	Conservative	Liberal Democrat	Officer	Period of Appointment
0223	Councillor Richard Cornelius (Expiring) 17/05/2011		Councillor Melvin Cohen			17/05/2011 to 15/05/2012
0224	Head of Regeneration (Expiring) 17/05/2011				Head of Regeneration	17/05/2011 to 15/05/2012
Authorities are entitled to appoint up to two representatives to attend meetings of the Commission - either two elected members or one member and one officer. Barnet Council has 7 votes. Meetings of the LGA Urban Commission are held twice a year.						

LHC - Building Components and Services

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0116	Councillor Richard Cornelius (Expiring) 17/05/2011		Councillor Richard Cornelius		17/05/2011 to 15/05/2012
0117	Councillor Eva Greenspan (Expiring) 17/05/2011		Councillor Eva Greenspan		17/05/2011 to 15/05/2012
0118	Councillor Brian Salinger (Expiring) 17/05/2011		Councillor Brian Salinger		17/05/2011 to 15/05/2012
The representatives and substitute must be Members of the Council.					

Local Government Association

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0214	Councillor Alison Moore (Expiring) 17/05/2011	Councillor Alison Moore			17/05/2011 to 15/05/2012
0215	Councillor Andrew Harper (Expiring) 17/05/2011		Councillor Andrew Harper		17/05/2011 to 15/05/2012
0216	Councillor Richard Cornelius (Expiring) 17/05/2011		Councillor Richard Cornelius		17/05/2011 to 15/05/2012
0217	Councillor Lynne Hillan (Expiring) 17/05/2011		Councillor Lynne Hillan		17/05/2011 to 15/05/2012
a) Representatives must be Members of the Council. b) Votes are allocated on the basis of population. Barnet has seven votes which are taken by the Administration, who will decide on the allocation between their representatives.					

London Youth Games Limited

	Current Representative	Labour	Conservative	Liberal Democrat	Officer	Period of Appointment
0124	Councillor Andrew Harper (Expiring) 17/05/2011		Councillor Andrew Harper			17/05/2011 to 15/05/2012
0125	Sport Development Officer (Expiring) 17/05/2011				Sport Development Officer	17/05/2011 to 15/05/2012
a) Annual appointment. b) The representative is normally a Member of the Council. c) The substitute is to be an Officer.						

Management Committee for Rowley Green Common

	Current Representative	Labour	Conservative	Liberal Democrat	Officer	Period of Appointment
0159	Councillor Bridget Perry(Expiring) 17/05/2011		Councillor Bridget Perry			17/05/2011 to 15/05/2012
0160	Councillor Wendy Prentice (Expiring) 17/05/2011		Councillor Wendy Prentice			17/05/2011 to 15/05/2012
0161	Greenspaces Service Manager (Expiring) 17/05/2011				Greenspaces Service Manager	17/05/2011 to 15/05/2012
0162	Director of Environment and Operations (Expiring) 17/05/2011				Director of Environment and Operations	17/05/2011 to 15/05/2012
Annual appointment						

National Society for Clean Air and Environmental Protection

	Current Representative	Labour	Conservative	Liberal Democrat	Officer	Period of Appointment
0132	Director of Planning Housing and Regeneration (Expiring) 17/05/2011				Director of Planning Housing and Regeneration	17/05/2011 to 15/05/2012
0132a	Environmental Health Manger (Expiring) 17/05/2011				Environmental Health Manger	17/05/2011 to 15/05/2012
0132b	Group Manager Noise & Nuisance (Expiring) 17/05/2011				Group Manager Noise & Nuisance	17/05/2011 to 15/05/2012
The Council's representatives on this body must include the Head of Environmental Services or their representative (General Purpose Committee Decision 2/6/75-8(e)).						

North London Waste Authority

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0133	Councillor Melvin Cohen (Expiring) 17/05/2011		Councillor Melvin Cohen		17/05/2011 to 15/05/2012
0134	Councillor Brian Coleman (Expiring) 17/05/2011		Councillor Brian Coleman		17/05/2011 to 15/05/2012
The persons appointed must be elected Members.					

Oakhill Woods Nature Reserve Management Group

	Current Representative	Labour	Conservative	Liberal Democrat	Officer	Period of Appointment
0135	Councillor Robert Rams (Expiring) 17/05/2011		Councillor Robert Rams			17/05/2011 to 15/05/2012
0136	Councillor Barry Evangeli (Expiring) 17/05/2011		Councillor Barry Evangeli			17/05/2011 to 15/05/2012
0137	Councillor Lisa Rutter (Expiring) 17/05/2011		Councillor Joanna Tambourides			17/05/2011 to 15/05/2012
0138	Greenspaces Service Manager (Expiring) 17/05/2011				Greenspaces Service Manager	17/05/2011 to 15/05/2012
0139	Director of Environment and Operations (Expiring) 17/05/2011				Director of Environment and Operations	17/05/2011 to 15/05/2012
Annual appointment.						

Stanley Road Playing Fields Association Management Committee

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
1166	Councillor Colin Rogers (Expiring) 17/05/2011	Councillor Colin Rogers			17/01/2011 to 17/01/2014
The appointed representative must be a member of the Council. Appointment is for 3 years.					

Stonegrove and Spur Road Partnership Board - Special Conditions

	Current Representative	Labour	Conservative	Liberal Democrat	Officer	Period of Appointment
SSRPB1	Councillor Richard Cornelius (Expiring) 17/05/2011		Councillor Richard Cornelius			17/01/2011 to 17/01/2013
SSRPB2	Head of Regeneration (Expiring) 17/05/2011				Head of Regeneration	17/01/2011 to 17/01/2013
SSRPB3	Councillor Darrel Yawitch (Deputy) (Expiring) 17/05/2012					17/05/2010 to 17/05/2012
SSRPB4	Stonegrove Project Director (Deputy) (Expiring) 17/05/2012				Greenspaces Service Manager	17/05/2010 to 17/05/2012
The representatives should be the Lead Member for Housing and one officer, with one Member and one officer as deputies. Appointments are for 2 years.						

Strawberry Vale Estate Monitoring Committee

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
1142	Councillor Alison Moore (Expiring) 17/05/2011	Councillor Alison Moore			17/05/2011 to 15/05/2012
1143	Councillor Colin Rogers (Expiring) 17/05/2011	Councillor Colin Rogers			17/05/2011 to 15/05/2012
Can be either a Member or an Officer, but the Trust suggests that at least one representative should be an East Finchley Ward Member.					

Wright Community Development Trust

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0237	Councillor Richard Cornelius (Expiring) 17/05/2011		Councillor Richard Cornelius		17/05/2011 to 15/05/2012
Representative should be the Lead Member for Housing. Annual appointment.					

Standing Advisory Committee for Religious Education

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
1155f	Councillor Maureen Braun (Expiring) 15/05/2012		Kate Salinger		
a) Six representatives should be Councillors plus one Officer who should be the Chief Education Officer or his/her representative. b) The term of office is until the next Council election.					

London Councils
Appointment of Representatives on Outside Bodies

London Councils - Leaders' Committee (S101 Joint Committee)

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0198	Councillor Lynne Hillan (Member) (C) (Expiring) 17/05/2011		Councillor Lynne Hillan (Member) (C)		17/05/2011 to 15/05/2012
0198a	Councillor Andrew Harper (Deputy 1) (Expiring) 17/05/2011		Councillor Andrew Harper (Deputy 1)		17/05/2011 to 15/05/2012
0198b	Councillor Robert Rams (Deputy 2) (Expiring) 17/05/2011		Councillor Robert Rams (Deputy 2)		17/05/2011 to 15/05/2012
Councils nominate one voting member (usually the Leader, but not necessarily) and up to two named deputies. All three members will receive papers for meetings.					

London Councils –Transport and Environment Committee

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0227	Councillor Brian Coleman (Member) (Expiring) 17/05/2011		Councillor Brian Coleman (Member)		17/05/2011 to 15/05/2012
0227a	Councillor Andrew Harper (Deputy 1) (Expiring) 17/05/2011		Councillor Andrew Harper (Deputy 1)		17/05/2011 to 15/05/2012
0227b	Councillor Richard Cornelius (Deputy 3) (Expiring) 17/05/2011		Councillor Richard Cornelius (Deputy 3)		17/05/2011 to 15/05/2012
0227c	Councillor Robert Rams (Deputy 3) (Expiring) 17/05/2011		Councillor Robert Rams (Deputy 3)		17/05/2011 to 15/05/2012
0227d	Councillor Joanna Tambourides (Deputy 4) (Expiring) 17/05/2011		Councillor Joanna Tambourides (Deputy 4)		17/05/2011 to 15/05/2012
Council's nominate directly (usually lead member for transport and / or environmental issues). One voting member and up to four named deputies					

London Councils – Grants Committee

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0109	Councillor Robert Rams (Member) (C) (Expiring) 17/05/2011		Councillor Robert Rams (Member) (C)		17/05/2011 to 15/05/2012
0109a	Councillor Brian Coleman (Deputy 1) (C) (Expiring) 17/05/2011		Councillor Brian Coleman (Deputy 1) (C)		17/05/2011 to 15/05/2012
0109b	Councillor Richard Cornelius (Deputy 2) (C) (Expiring) 17/05/2011		Councillor Richard Cornelius (Deputy 2) (C)		17/05/2011 to 15/05/2012
0109c	Councillor Andrew Harper (Deputy 3) (C) (Expiring) 17/05/2011		Councillor Andrew Harper (Deputy 3) (C)		17/05/2011 to 15/05/2012
Council's nominate directly (usually lead member for transport and / or environmental issues). One voting member and up to four named deputies					

London Councils – Greater London Employment Forum (GLEF)

	Current Representative	Labour	Conservative	Liberal Democrat	Period of Appointment
0001	Councillor Andrew Harper (Nominee) (C) (Expiring) 17/05/2011		Councillor Andrew Harper (Nominee) (C)		17/05/2011 to 15/05/2012
0002	Councillor Darrel Yawitch (Deputy) (C) (Expiring) 17/05/2011		Councillor John Marshall (Deputy) (C)		17/05/2011 to 15/05/2012
Each authority (including the City of London) can nominate one member to sit on the Employers' Side of GLEF. It is expected that in most cases this will be the member responsible for human resources issues within the authority. The Employers' Side of the Greater London Provincial Council will be 15 members chosen from the combined membership of the GLEF and the Leaders' Committee.					

Final Calendar of Meetings 2011-12

		May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
1	Health and Safety JNCC	26/5				6/9			1/12			15/3		
2	General Functions Committee		30/6			15/9			14/12			29/3		
3	Standards Committee		1/6				10/10				1/2			
4	Audit Committee		16/6			6/9			8/12				26/4	
5	Business Management Overview & Scrutiny Committee		1/6	11/7		5/9	6/10	16/11		9/1		5/3	18/4	
6	Safeguarding Overview & Scrutiny Committee			4/7			10/10			5/1			16/4	
7	Health Overview & Scrutiny Committee	19/5				20/9			12/12				3/4	
8	Budget & Performance Overview & Scrutiny Committee		21/6	21/7		22/9	24/10		6/12	26/1		7/3	24/4	
9	Cabinet Resources	24/5	29/6	28/7		27/9		7/11		12/1	28/2		5/4	
10	Cabinet Briefing Meeting.	31/5		6/7	24/8		11/10	24/11		30/1		28/3		
11	Shadow Cabinet	23/5	28/6		30/8		11/10	22/11		4/1	13/2	20/3		
12	Cabinet - Formal Meeting		15/6	26/7		14/9		3/11	14/12 Budget Head lines		20/2		4/4	
13	Party Group Meetings for Council			7/7		8/9	25/10 (Tues)			19/1		1/3	11/4 (Wed)	10/5
14	Council			12/7		13/9		1/11		24/1		6/3*	17/4	
15	Council - Annual Meeting	17/5												15/5

16	Finchley & Golders Green Residents Forum		23/6			14/9		23/11		23/1		14/3		
17	Hendon Residents Forum		23/6			12/9		21/11		12/1		13/3		
18	Chipping Barnet Residents Forum		23/6			20/9		24/11		18/1		21/3		
19	East Area Planning Sub		13/6	13/7		7/9	6/10	8/11	5/12	11/1	7/2	5/3	2/4	8/5
20	West Area Planning Sub		13/6	13/7		7/9	6/10	8/11	5/12	11/1	7/2	5/3	2/4	8/5
21	Planning and Environment Committee		14/6	20/7		19/9	18/10	17/11	19/12	17/1	14/2	12/3	10/4	9/5
22	Licensing			6/7				10/11						
23	Pension Fund Committee		22/6			1/9			7/12			19/3		
24	Special Committee (Constitution Review)			19/7				2/11				13/3		
25	Welsh Harp JCC			19/7				9/11		10/1		21/3		
26	Chipping Barnet Area Environment sub-Committee (to meet at 8pm at the same venue as Residents Forums)		23/6			20/9		24/11		18/1		21/3		
27	Finchley & Golders Green Area Environment sub-Committee (to meet at 8pm at the same venue as Residents Forums)		23/6			14/9		23/11		23/1		14/3		
28	Hendon Area Environment sub-Committee (to meet at 8pm at the same venue as Residents Forums)		23/6			12/9		21/11		12/1		13/3		
29	Corporate Parenting Advisory Board (included for information only)	Dates to be circulated upon confirmation												

30	Health and Wellbeing Board (included for information only)	26/5	Further dates to be circulated upon confirmation
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* Budget Council meeting, election of Mayor Designate

APPENDIX C - STANDING COMMITTEES

MEMBERSHIP 2010/2011

Business Management Overview and Scrutiny Committee - 10 seats Quorum 3

Note: Membership to consist of 10 Non-Cabinet Councillors

	Conservative (6)	Labour (3)	Liberal Democrat (1)
1. (Ch)	Hugh Rayner		
2.(VC)	Brian Salinger		
3.	Dean Cohen		
4.	Maureen Braun	Alison Moore	
5.	Rowan Turner	Barry Rawlings	
6.	Brian Gordon	Kath McGuirk	Jack Cohen

Substitutes

	Conservative (2)	Labour (2)	Liberal Democrat (2)
1.	John Marshall	Alan Schneiderman	Monroe palmer
2.	Daniel Seal	Julie Johnson	Susette Palmer

Budget & Performance Overview and Scrutiny Committee - 10 seats Quorum 3

Note: Membership to consist of 10 Non-Cabinet Councillors

	Conservative (7)	Labour (3)
1. (Ch)	Dean Cohen	
2.(VC)	Joan Scannell	
3.	Hugh Rayner	
4.	Brian Gordon	
5.	John Marshall	Alan Schneiderman
6.	Brian Schama	Alison Moore
7.	Andrew Strongolou	Alex Brodtkin

Substitutes

	Conservative (2)	Labour (2)
1.	Eva Greenspan	Barry Rawlings
2.	Rowan Turner	Ross Houston

Safeguarding Overview and Scrutiny Committee - 10 seats Quorum 3

Note: Membership to consist of 10 Non-Cabinet Councillors

	Conservative (6)	Labour (4)
1. (Ch)	Bridget Perry	
2.(VC)	Kate Salinger	
3.	Brian Gordon	Anne Hutton
4.	Andrew Strongolou	Zakia Zubairi
5.	David Longstaff	Andrew McNeil
6.	Brian Salinger	

Substitutes

	Conservative (2)	Labour (2)
1.	Sury Khatri	Agnes Slocombe
2.	Anthony Finn	Julie Johnson

Health Overview and Scrutiny Committee - 10 seats Quorum 3

Note: Membership to consist of 10 Non-Cabinet Councillors

	Conservative (6)	Labour (4)
1. (Ch)	Alison Cornelius	
2.(VC)	Maureen Braun	
3.	Kate Salinger	Barry Rawlings
4.	Graham Old	Geof Cooke
5.	Brian Schama	Andrew McNeil
6.	Bridget Perry	Julie Johnson

Substitutes

	Conservative (2)	Labour (2)
1.	Brian Salinger	Kath McGuirk
2.	Stephen Sowerby	Charlie O-Macauley

Audit Committee - 7 seats Quorum 3

Note : Chairman should be non-Cabinet and preferably be an opposition Member

	Conservative (4)	Labour (2)	Liberal Democrat (1)
1. (Ch)			Monroe Palmer
2.(VC)	Brian Schama		
3.	Sury Khatri		
4.	Tom Davey	Geof Cooke	
5.	Graham Old	Alex Brodtkin	

Substitutes

	Conservative (2)	Labour (2)	Liberal Democrat (2)
1.	Mark Shooter	Alan Schneiderman	Jack Cohen
2.	Andreas Tambourides	Agnes Slocombe	Susette Palmer

General Functions Committee - 7 seats Quorum 3

	Conservative (4)	Labour (2)	Liberal Democrat (1)
1 (Ch)	Joan Scannell		
2 (VC)	Wendy Prentice		
3	Dan Thomas	Anne Hutton	
4	Robert Rams	Claire Farrier	Susette Palmer

Substitutes

	Conservative (2)	Labour (2)	Liberal Democrat (2)
1	David Longstaff	Agnes Slocombe	Jack Cohen
2	Richard Cornelius	Ansuya Sodha	Monroe Palmer

Planning and Environment Committee - 10 seats Quorum 3

	Conservative (6)	Labour (3)	Liberal Democrat (1)
1 (Ch)	Wendy Prentice		
2 (VC)	Maureen Braun		
3	Stephen Sowerby		
4	John Marshall	Jim Tierney	
5	Mark Shooter	Anita Campbell	
6	Andreas Tambourides	Claire Farrier	Jack Cohen

Substitutes

	Conservative (6)	Labour (3)	Liberal Democrat (1)
1	Graham Old	Andrew McNeil	Monroe Palmer
2	Reuben Thompstone	Barry Rawlings	
3	David Longstaff	Agnes Slocombe	
4	Darrel Yawitch		
5	Sury Khatri		
6	Alison Cornelius		

Appeals Committee - 10 seats Quorum 3

	Conservative (5)	Labour (5)
1 (Ch)	Maureen Braun	
2 (VC)	Barry Evangeli	
3	Hugh Rayner	Jim Tierney
4	David Longstaff	Zakia Zubairi
5	Sury Khatri	Pauline Coakley Webb
6		Julie Johnson
7.		Agnes Slocombe

Substitutes

	Conservative (2)	Labour (2)
1	Andrew Strongolou	Claire Farrier
2	Andreas Tambourides	Ansuya Sodha

Licensing Committee – 10 Seats Quorum 3

Note: Membership to consist of Non-Cabinet Councillors

	Conservative (7)	Labour (3)
1.(C)	Andreas Tambourides	
2.(VC)	Alison Cornelius	
3.	Maureen Braun	
4.	John Hart	
5.	Wendy Prentice	Claire Farrier
6.	Kate Salinger	Anne Hutton
7.		Agnes Slocombe

Standards Committee (6 seats)

Note : 6 non-executive Councillors (two from each political group), with six substitute members (two from each political group) and seven independent lay members) Quorum – 5 to include at least three independents.

	Conservative (2)	Labour (2)	Liberal Democrat (2)
1.	Wendy Prentice	Agnes Slocombe	Jack Cohen
2.	Andreas Tambourides	Claire Farrier	Monroe Palmer

Substitutes

	Conservative (2)	Labour (2)	Liberal Democrat (2)
1	Maureen Braun	Jim Tierney	Susette Palmer
2	Brian Gordon	Julie Johnson	

Independent Members of the Standards Committee

1. Michael Barber
2. Bernd Koschland
3. Tanya Ossack
4. Ron Rosenhead
5. Stephen Ross
6. Deborah Sanders
7. David Sparrow

Pensions Fund Committee (6 seats)

Note: Membership to consist of 2 Councillors from each political party

	Conservative (2)	Labour (2)	Liberal Democrat (2)
1(Ch)	John Marshall	Geof Cooke	Susette Palmer
2 (VC)	Anthony Finn	Alex Brodtkin	Jack Cohen

Substitutes

	Conservative (2)	Labour (2)	Liberal Democrat (2)
1	Rowan Turner	Ansuya Sodha	Monroe Palmer
2	Andrew Harper	Geoff Johnson	

Welsh Harp Joint Consultative Committee (4 seats)

	Conservative (3)	Labour (1)
1	Hugh Rayner	
2	John Hart	
3	Sury Khatri	Julie Johnson

Special Committee (Constitution Review) (10 seats) Quorum 3

	Conservative (6)	Labour (3)	Liberal Democrat (1)

1 (Ch)	Anthony Finn		
2 (VC)	Joan Scannell		
3	Melvin Cohen		
4	Andrew Strongolou	Alison Moore	
5.	Richard Cornelius	Barry Rawlings	
6	Andrew Harper	Alan Schneiderman	Jack Cohen

Substitutes

	Conservative (2)	Labour (2)	Liberal Democrat (2)
1	Rowan Turner	Jim Tierney	Monroe Palmer
2	Robert Rams	Julie Johnson	Susette Palmer

Corporate Health and Safety Joint Negotiation and Consultation Committee (6 seats)

Quorum – 3 from each side

(Note: Employees' (Staff Side) appoint Vice-Chairman)

	Conservative (4)	Labour (2)
1(Ch)	Wendy Prentice	
2	Andrew Strongolou	
3	John Hart	Ross Houston
4.	Stephen Sowerby	Andrew McNeil

Substitutes

The JNCC Constitution permits the Employers' Side to appoint 5 substitutes

	Conservative (2)	Labour (2)
1	Joan Scannell	Charlie O-Macauley
2	Tom Davey	Jim Tierney

Finchley & Golders Green Residents Forum (2 seats)

Note: Chairman and Vice-Chairman to be appointed

Councillors for the following wards will be permanent members of the Forum – Childs Hill, East Finchley, Finchley Church End, Garden Suburb, Golders Green, West Finchley, Woodhouse

	Conservative (2)	Labour (2)
1 (Ch)	Reuben Thompstone	Andrew McNeil
2 (VC)	Graham Old	Kath McGuirk

Chipping Barnet Residents Forum (2 seats)

Note: Chairman and Vice-Chairman to be appointed

Councillors for the following wards will be permanent members of the Forum – Brunswick Park, Coppetts, East Barnet, High Barnet, Oakleigh, Underhill, Totteridge

	Conservative (2)	Labour (2)
1 (Ch)	Kate Salinger	Pauline Coakley Webb
2 (VC)	Barry Evangelii	Barry Rawlings

Hendon Residents Forum (2 seats)

Note: Chairman and Vice Chairman to be appointed

Councillors for the following wards will be permanent members of the Forum
Burnt Oak, Colindale, Edgware, Hale, Hendon, Mill Hill, West Hendon

	Conservative (2)	Labour (2)
1 (Ch)	Brian Gordon	Julie Johnson
2 (VC)	Sury Khatri	Zakia Zubairi

CORPORATE PARENTING ADVISORY PANEL

The panel will be chaired by the Cabinet Member for Children's Services and will be constituted of a politically balanced group of non-executive Members.

	Conservative (5)	Labour (2)	Liberal Democrat (1)
1.(Ch)	Andrew Harper		
2	Brian Salinger		
3	Kate Salinger		
4	Tom Davey	Anne Hutton	
5.	Maureen Braun	Agnes Slocombe	Susette Palmer

Substitutes

	Conservative (2)	Labour (2)	Liberal Democrat (2)
1	Reuben Thompstone	Julie Johnson	Jack Cohen
2	Hugh Rayner	Claire Farrier	Monroe Palmer

**Decisions of the Planning and Environment Committee
17 May 2011**

Present:

*Councillor Lisa Rutter (Chairman)

Councillors

*Maureen Braun

Anita Campbell

* Jack Cohen

* Claire Farrier

* John Marshall

*Wendy Prentice

*Mark Shooter

*Stephen Sowerby

*Andreas Tambourides

*Jim Tierney

* denotes Member present

1. **APPOINTMENT OF CHAIRMAN (Agenda item 1)_**
**RESOLVED – That Councillor Lisa Rutter be appointed
Chairman of the meeting.**

2. **APPOINTMENTS TO SUB –COMMITTEES AND PANELS:**
Councillors Joan Scannell, Barry Rawlings and Susette Palmer moved
the nominations previously circulated in their names.
RESOLVED –
 - (1) **That the Planning and Environment Committee appoint
Members and Substitute Members to the following
Committees:**
 - **East Area Planning sub-Committee**
 - **West Area Planning sub-Committee**
 - **Chipping Barnet Area Environment sub-Committee**
 - **Finchley and Golders Green Area Environment sub-
Committee**
 - **Hendon Area Environment Sub-Committee**

The meeting finished at 8.46pm

APPOINTMENTS TO SUB-COMMITTEES AND PANELS

2011-2012

East Area Planning Sub-Committee - 10 seats (Quorum 3)

Note: 1 Member of the Council form of the following Wards: Underhill, High Barnet, East Barnet, Oakleigh, Brunswick Park, Coppetts, Totteridge, East Finchley, West Finchley, Woodhouse

	Conservative (6)	Labour (4)
1 (Ch)	Andreas Tambourides	
2 (VC)	Bridget Perry	
3	Joanna Tambourides	Jim Tierney
4	Stephen Sowerby	Alan Schneiderman
5	Richard Cornelius	Barry Rawlings
6	Andrew Strongolou	Colin Rogers

Substitutes

	Conservative (6)	Labour (4)
1	Lisa Rutter	Kath McGuirk
2	David Longstaff	Anne Hutton
3	Robert Rams	Pauline Coakley Webb
4	Brian Salinger	Andrew McNeil
5	Brian Coleman	
6	Rowan Turner	

West Area Planning Sub-Committee - 11 seats (Quorum 3)

Note: 1 Member of the Council form of the following Wards: Hale, Edgware, Burnt Oak, West Hendon, Colindale, Mill Hill, Hendon, Childs Hill, Finchley Church End, Garden Suburb, Golders Green

	Conservative (7)	Labour (3)	Liberal Democrat (1)
1 (Ch)	Eva Greenspan		
2 (VC)	Maureen Braun		
3	Darrel Yawitch		
4	John Marshall		
5	Melvin Cohen	Agnes Slocombe	
6	Hugh Rayner	Claire Farrier	
7.	Sury Khatri	Gill Sargeant	Jack Cohen

Substitutes

	Conservative (7)	Labour (3)	Liberal Democrat (1)
1	Graham Old	Julie Johnson	Monroe Palmer
2	Mark Shooter	Alex Brodikin	
3	Helena Hart	Geoff Johnson	

4	Andrew Harper		
5	Reuben Thompstone		
6	Tom Davey		
7	Brian Schama		

Finchley and Golders Green Area Environment Sub-Committee - 7 seats

(Quorum 3)

Note: 1 Member of the Council form of the following Wards: West Finchley, Finchley Church End, Garden Suburb, Golders Green, Childs Hill, East Finchley, Woodhouse

	Conservative (3)	Labour (3)	Liberal Democrat (1)
1 (Ch)	Graham Old		
2 (VC)	Dean Cohen		
3	Danny Seal	Andrew McNeil	
4		Geof Cooke	
5		Ross Houston	Monroe Palmer

Substitutes

	Conservative (3)	Labour (3)	Liberal Democrat (1)
1	Eva Greenspan	Colin Rogers	Jack Cohen
2	Melvin Cohen	Anne Hutton	
3	John Marshall	Kath McGuirk	

Chipping Barnet Area Environment Sub-Committee - 7 seats (Quorum 3)

Note: 1 Member of the Council form of the following Wards: Underhill, High Barnet, East Barnet, Oakleigh, Brunswick Park, Coppetts Totteridge

	Conservative (6)	Labour (1)
1 (Ch)	David Longstaff	
2 (VC)	Barry Evangeli	
3	Alison Cornelius	
4	Andreas Tambourides	
5	Brian Salinger	
6	Rowan Turner	Pauline Coakley Webb

Substitutes

	Conservative (6)	Labour (1)
1	Bridget Perry	Barry Rawlings
2	Joanna Tambourides	
3	Brian Coleman	
4	Lisa Rutter	
5	Sachin Rajput	
6	Andrew Strongolou	

Hendon Area Environment Sub-Committee - 7 seats Quorum 3

Note: 1 Member of the Council form of the following Wards: Hale, Edgware, Burnt Oak, West Hendon, Colindale, Mill Hill, Hendon

	Conservative (4)	Labour (3)
1 (Ch)	Maureen Braun	
2 (VC)	Joan Scannell	
3	Brian Schama	Julie Johnson
4	Tom Davey	Geoff Johnson
5.		Charlie O-Macauley

Substitutes

	Conservative (4)	Labour (3)
1	Anthony Finn	Ansuya Sodha
2	Darrel Yawitch	Zakia Zubairi
3	John Hart	Alex Brodkin
4.	Brian Gordon	

Minutes

EXTRAORDINARY OF THE MEETING OF THE COUNCIL OF THE LONDON BOROUGH OF BARNET held at The Town Hall, Hendon, NW4, on Wednesday, 15 June 2011.

PRESENT:

- *The Worshipful the Mayor (Councillor Lisa Rutter)
- *The Deputy Mayor (Councillor Barry Evangelini)

Councillors:

*Maureen Braun	*Anne Hutton	*Kate Salinger Bed (Hons)
*Alex Brodtkin	*Geoffrey Johnson	*Gill Sargeant
*Brian Coleman	Julie Johnson	*Joan Scannell
*Anita Campbell	*Sury Khatri BSc (Hons), MSc	*Brian Schama
*Pauline Coakley Webb	*David Longstaff	*Alan Schneiderman
*Dean Cohen BSc (Hons)	*John Marshall MA	*Daniel Seal
Jack Cohen	*Kath McGuirk	*Mark Shooter
*Melvin Cohen	*Andrew McNeil	*Agnes Slocombe SRN, RM
*Geof Cooke	*Alison Moore	*Ansuya Sodha MBA(Middx) Cert Ed, DipM (CIM), AMBA
*Alison Cornelius	*Graham Old	*Stephen Sowerby
*Richard Cornelius	*Charlie O-Macauley	*Andrew Stongolou
*Tom Davey	Lord Palmer OBE, BA, PCA	*Andreas Tambourides
Claire Farrier	Susette Palmer MA	*Joanna Tambourides
Anthony Finn BSc (Econ), FCA	*Bridget Perry	*Daniel Thomas BA (Hons)
*Brian Gordon LLB	*Wendy Prentice	*Ruben Thompstone
*Eva Greenspan	*Sachin Rajput BA (Hons) PgD Law	Jim Tierney
*Andrew Harper	*Robert Rams	Rowan Turner
*Helena Hart	Barry Rawlings	*Darrel Yawitch
*John Hart BA MA	*Colin Rogers	Zakia Zubairi
Lynne Hillan	*Hugh Rayner	
*Ross Houston	*Brian Salinger	

*denotes Member present

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Lord Palmer, Councillor Susette Palmer, Councillor Jack Cohen, Councillor Jim Tierney, Councillor Zakia Zubairi, Councillor Claire Farrier, Councillor Barry Rawlings, Councillor Julie Johnson, Councillor Anthony Finn, Councillor Rowan Turner and Councillor Lynne Hillan.

2. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

There were none.

3. TO ELECT THE LEADER OF THE COUNCIL

Councillor Brian Coleman, seconded by Councillor Mark Shooter, moved that Councillor Richard Cornelius be elected Leader of the Council until the Annual Council Meeting following the Local Election in 2014.

RESOLVED – That Councillor Richard Cornelius be elected Leader of the Council until the Annual Council Meeting following the Local Election in 2014.

4. REPORT OF THE LEADER OF THE COUNCIL – DELEGATION OF EXECUTIVE FUNCTIONS

In accordance with the Constitution, the Leader of the Council presented a written record of the delegations made by him to the Cabinet and Cabinet Committees, and joint arrangements for the discharge of Executive functions.

RESOLVED –

(1) The Leader appointed the following Members to serve on the Cabinet:

- **Councillor Richard Cornelius**
- **Councillor Brian Coleman**
- **Councillor Tom Davey**
- **Councillor Andrew Harper**
- **Councillor Helena Hart**
- **Councillor David Longstaff**
- **Councillor Robert Rams**
- **Councillor Sachin Rajput**
- **Councillor Joanna Tambourides**
- **Councillor Daniel Thomas**

(2) The Leader appointed Councillor Andrew Harper as Deputy Leader of the Council.

5. CHANGES TO COMMITTEE MEMBERSHIP (REPORT OF THE HEAD OF GOVERNANCE)

RESOLVED – The following changes were approved

Audit Committee - Member

- Replace Councillor Tom Davey with Councillor Hugh Rayner

Planning and Environment Committee - Substitute

- Replace Councillor David Longstaff with a vacancy

Safeguarding Overview and Scrutiny Committee - Member

- Replace Councillor David Longstaff with Councillor Alison Cornelius

Appeals Committee - Member

- Replace Councillor David Longstaff with Councillor Wendy Prentice

Assistant Cabinet Member

- That Council note that Councillor Tom Davey relinquishes his role as the Assistant Cabinet Member for Children's Services.

6. APPOINTMENT OF REPRESENTATIVES OF THE COUNCIL TO OUTSIDE BODIES

Councillor Joan Scannell moved the following appointments of representation of the Council to Outside Bodies

RESOLVED – The following changes were approved

ALMO1 (Barnet Homes)

- Replace Councillor Helena Hart with Councillor Brian Schama

London Council's 0198 – Leaders' Committee

- Replace Cllr Lynne Hillan with Cllr Richard Cornelius

The meeting finished at 6.45pm

Council: Tuesday, 12 July 2011

Executive Business Item – 3.1: Councillor Sachin Rajput

Winterbourne View

Council is thoroughly disgusted at the systematic abuse and neglect that allegedly occurred at the Winterbourne View Hospital for people with learning disabilities in Bristol that was exposed on BBC *Panorama* and over which several people have been arrested.

Vulnerable adults with learning and physical difficulties deserve help and support, Council believes, not the appalling treatment that allegedly occurred at Winterbourne View.

Council is dismayed that the Health and Social Care Regulator, the Care Quality Commission, seemingly did not spot any of this alleged abuse and apparently failed to follow up on reports on the alleged behaviour of some of the workers from a whistleblower.

Council supports the Care Services Minister, Paul Burstow MP in his efforts to find out what went wrong, and supports his investigations into the workings of the CQC in this regard. Council believes there needs to be national learning into the failures at Winterbourne View and welcomes the Government's proposals to put Adult Safeguarding Boards on a statutory footing.

Accordingly, Council calls on Cabinet to work with our provider partners in social care and health to ensure correct procedures are in place to help prevent any similar situation from occurring in Barnet. Further, Council calls on all concerned with safeguarding to support the Minister's investigations into the CQC and asking that the failures in the inspection regime that allowed this alleged abuse to occur unhindered are rectified as soon as possible.

Under Standing Order Part 4, Section 1, 31.5: if my item is not dealt with by the end of the meeting I ask that it be voted upon at the Council meeting.

Council: Tuesday, 12 July 2011

Opposition Business Item – 3.2: Councillor Kath McGuirk

The Parking Service in Barnet

Council notes the ongoing chaos in the Parking Service in Barnet culminating in a "no assurance" rating by the council's auditors, and the second lowest satisfaction rating in the recent Residents' Perception Survey.

In particular, Council notes that:

- pay and display machines do not work (at times last year only about half worked)
- signs and lines are not clear resulting in enforcement difficulties
- enforcement capacity is at an all time low and sickness amongst Civil Enforcement Officers has been high
- income from parking is falling resulting in the recent decision to increase CPZ and parking charges by up to 300%
- there is a legal challenge by residents to the increase in parking charges
- the increase in parking charges seems to have resulted in empty council car parks
- the privatised cashless parking service has been given a "limited assurance" by the council's auditors
- the plan to move to an entirely cashless parking service has been met with criticism by elderly residents and raises equalities issues that have not yet been addressed by the council
- the parking service only manages to answer the phone within 5 rings 12% of the time
- residents have recently been unfairly, and with no notice, issued with PCNs for part-parking on pavements where the practice has been allowed for many years
- Business Management Scrutiny requested in December that the proposed privatisation of the Parking Service should be delayed due to a lack of robust financial evidence in the plans

Council notes that there is a recovery plan in place, and, given the high-profile nature of the service, asks the Cabinet Member to explain the reasons for the failure in the service and comment on that recovery plan.

Council: 12 July 2011

Non-Executive Business Item – 3.3: Councillor Rowan Turner

Housing Allocations

Council would like to congratulate outgoing Cabinet Member for Housing, Cllr Richard Cornelius, on the much-needed overhaul of the previously inadequate and unfair Choice Based Lettings housing allocation strategy. Council would like to welcome the new Cabinet Member, Cllr Tom Davey, to his position and wish him well in his new role.

Council believe that Social Housing is a valuable asset, and that its allocation should be the subject of rigorous examination. Council further believes that those that work locally and contribute to the community should be recognised in the allocation process.

Council believes that it is vital that housing allocations reflect the needs of residents, and that those needs are fairly, honestly and openly assessed. Council is pleased that the new system focuses on the needs, and not the "wants" of residents.

Council regrets that Choice Based Lettings was unfair, giving many people the false hope of accommodation they would never receive.

Council warmly welcomes Barnet's new Housing Allocations Scheme, which ensures that those in the greatest need can access Social Housing in the Borough and works to help ensure those who live locally and work locally are assisted. Council is particularly pleased that former members of our brave Armed Forces are recognised in our new policy.

Council also notes that the new scheme is easier for residents to understand and access, and that pilots have indicated that residents in need are housed, on average, 5 days sooner under the new scheme.

Additionally, Council believes that turnover of Social Housing is essential to ensure it continues to fulfil its role to provide shelter to those in greatest need.

Therefore, Council welcomes the statement by the Minister for Housing, Grant Shapps MP that the prosperous should not be living in Social Housing.

Council also welcomes the plans in the Localism Bill to make Social Tenancies more flexible to ensure that Socially Rented homes are there for those that need them.

Therefore Council calls on Cabinet to work to ensure the new Housing Allocations Scheme is implemented successfully and ensures local people in the most need can access local Social Housing. Further, Council calls on the Cabinet Member for Housing to write to the Minister for Housing, Grant Shapps MP welcoming the moves to make Social Housing tenancies more flexible and supporting the Minister's desire to stop the wealthy living in housing meant for those in genuine need.

Under Standing Order Part 4, Section 1, 31.5: if my item is not dealt with by the end of the meeting I ask that it be voted upon at the Council meeting.

Council: 12 July 2011

Non-Executive Business Item – 3.4: Councillor Pauline Coakley Webb

Community Rents & Charges in Barnet

Council believes the administration's recent increase in rents and charges are proving to be unaffordable for many community and voluntary groups, including pensioners clubs, youth groups like the Church Farm YMCA, and festival groups such as the Finchley Festival.

Council is concerned that unless the policy is reviewed many community and voluntary organisations will not be able to continue serving the public, putting at risk the Council's plans for creating a "Big Society".

Council therefore asks Cabinet to review the recent increase in rents and charges to community groups with a view to reducing them.

Under Standing Order Part 4, Section 1, 31.5: if my item is not dealt with by the end of the meeting I ask that it be referred to Cabinet.

Item 4.1.1

Report of Cabinet

15 June 2011

Cabinet Members:

Cllr Richard Cornelius (Chairman)

- | | | |
|-----------------|-------------------|----------------------|
| * Brian Coleman | * Helena Hart | * Robert Rams |
| * Tom Davey | * David Longstaff | * Joanna Tambourides |
| * Andrew Harper | * Sachin Rajput | * Daniel Thomas |

* denotes Member present

SAFEGUARDING IN BARNET (Report of the Cabinet Member for Education, Children and Families, Cabinet Member for Adults, Cabinet Member for Community Safety and Cohesion and Cabinet Member for Health – Agenda Item 5)

The Deputy Leader of the Council and Cabinet Member for Education, Children and Families introduced the report. He stated that the report outlines in detail the governance arrangements that the Council has relating to its safeguarding responsibilities and noted that safeguarding is the responsibility of the whole Council.

The Director of Children's Services commented that the report was an important paper for the whole Council as it outlines the Council's statutory responsibility as corporate parent and also the relationship that the Council has with its partners with regard to safeguarding responsibilities. The strategic partnership groups include the Safer Communities Board, The Children's Trust board and the Well-Being Board.

After introducing the report, Councillor Harper asked that, in view of the level of abuse taking place at Winterbourne View, a hospital for people with learning disabilities, as recently reported on Panorama and in the light of the Care Quality Commission (CQC) report into nutrition and dignity for older people at the Royal Free Hospital, whether the Council was confident of the robustness of adult safeguarding arrangements in the NHS?

Councillor Hart responded that these unfortunate events also served as a stark reminder that Safeguarding was not only about children but equally importantly about vulnerable adults. She drew attention to the Royal Free Council of Governors' ongoing concerns about the issues raised by the CQC and of the full discussion it had on them and the acknowledgement by both the Chairman and Chief Executive of the Royal Free Hospital of the mistakes that had been made and the remedial action proposed. She further drew attention to the Council's own Health Scrutiny Committee not being told about the CQC findings when they were asked to approve the Royal Free Hospital Quality Accounts on 19 May 2011. She added that the Hospital had since been in contact with Councillor Alison Cornelius, the Chairman of the Health Overview and Scrutiny Committee, and would be presenting to its next Meeting.

As last year the Safeguarding Adults Board required each Health Trust to report on the work they had undertaken as part of their Dignity Programme, the Independent Chairman of the Safeguarding Adults Board has also requested that this item is tabled for the next Safeguarding Adults Board. The Chief Executive and Director of Nursing at the Royal Free Hospital Trust will be in attendance on 21 July 2011 to present the CQC's findings and the action plan developed to address the failings identified.

Drawing attention to 1.5 of the Recommendations regarding the Health and Wellbeing Board's involvement, Councillor Hart confirmed that the issues at the Royal Free Hospital were immediately brought to the attention of the very first Meeting of the Health and Wellbeing Board to take advantage of the opportunities it presented for a proper discussion on them between the Council, the NHS and the Chairman of the Barnet LINK. She also stated that Safeguarding is dealt with at the North Central London Cluster level, where there is a Cluster Safeguarding Board and locally with the responsibility being with the Borough Director and the Associate Director of Joint Commissioning.

Councillor Tambourides asked what work was being done to specifically reach out to the Indian community on safeguarding and what reasons were there for the over representation of black residents in the adult safeguarding figures?

Councillor Rajput responded that the faith and communities sub-group of the Safeguarding Adults Board was meeting during the week to explore the findings and plan action to address the findings in the report. The Barnet Asian Older People's Association is an active member of the Safeguarding Adults Service user forum and Safeguarding Adults training is currently being planned with volunteers from Barnet Multi-Cultural Centre. Councillor Rajput said that the figures in the report should be treated with caution as the numbers reported are very small and may not represent an overall trend, that is, the total numbers referred to as Black / Black British are only 32. This ethnic group covers a wide range of African and Caribbean communities. The Board will continue to work with communities, to raise awareness of safeguarding and to encourage communities to 'promote safety' and report abuse or neglect where it is suspected.

The Leader asked that, in light of the government's proposals to put adult safeguarding on a statutory footing, what actions the Council could take to ensure that safeguarding activity for adults is jointly resourced as per the Children's Trust Board?

Councillor Rajput responded that in 2010/11, attempts were made to secure funding from stakeholders to support the safeguarding infrastructure including the Board. However, the only stakeholder that made a contribution was the Fire Service, in the sum of one thousand pounds. He further responded that the Health Trusts do undertake internal training and both Barnet, Enfield and Haringey Mental Health Trust and the Royal Free Hospital have lead dedicated senior safeguarding posts. However, as referrals are increasing and more infrastructure resource is needed, the Council is in the process of writing to stakeholders again for a contribution to the 2011/12 infrastructure costs.

Councillor Longstaff noted that paragraph 9.7.2 of the report showed some significant variations in safeguarding activity by client group in Barnet and asked the reasons for this and that in the context of safeguarding activity what should be regarded as good outcomes?

Councillor Rajput advised that the Department of Health have been compiling information about safeguarding activity across the country through the development of a national data set administered by the Department of Health's information centre

but this has not yet been published. He stated that there are concerns about validity due to the different thresholds of what constitutes a safeguarding referral, adopted by different local authorities. However the picture across Barnet is broadly consistent with what is known elsewhere. He stated that referral numbers may vary for the following reasons:

- Awareness raising – the outcome of this may increase referrals or decrease if it acts as a preventative measure.
- The knowledge/expertise of staff in responding and reporting abuse may vary depending on their organisation, whether they are paid or voluntary, whether they work in a regulated setting.
- Vulnerability – some groups may be less vulnerable, more able to both protect themselves against harm and/or decide on what action they wish to take, including refusing support.

Councillor Rajput further stated that what should be regarded as good outcomes is a debate currently being had and that the Association of Directors of Adult Social Services is doing some work on this at present. Some ideas on good outcomes that have emerged so far are:

- A community who can recognise abuse and knows where to report it
- People at risk of harm know where to go to get information advice or support wherever they live.
- Quality of life for the person who has received safeguarding service is enhanced.
- People who use services are supported to manage their own risk, feel safe and in control.

For the reasons set out in the Cabinet Members report (Annex 1), Cabinet

RESOLVED:

- 1. That Cabinet requests full Council to note the content of the report, in particular the formal governance arrangements that exist to ensure that the Council conducts its statutory Safeguarding responsibilities properly, and the present Safeguarding activity undertaken by the Council and its partner agencies.**
- 2. That Safeguarding training continues to be part of the induction process for newly-elected Members and senior officers/directors, and that opportunities for updated and ongoing training for current Members and Officers continue to be provided.**
- 3. That an annual report on safeguarding continues to be submitted to Cabinet and Council.**
- 4. That the agreed safeguarding procurement standards are put into effect.**
- 5. That there is continuing involvement and dialogue through the Health and Wellbeing Board to ensure that all providers of NHS services, including Primary and Acute Care, are fully involved in the Safeguarding Agenda.**

ANNEX 1

Meeting	Cabinet
Date	15 June 2011
Subject	Safeguarding in Barnet
Report of	Cabinet Member for Education, Children and Families Cabinet Member for Adults Cabinet Member for Community Safety and Cohesion Cabinet Member for Health
Summary	<p>This report provides Members with an overview of governance arrangements and activity as it relates to the Council's Safeguarding responsibilities.</p> <p>Safeguarding is a responsibility of the whole Council, and Cabinet is asked to consider referring this report on to full Council.</p>
Officer Contributors	Robert McCulloch-Graham, Glynnis Joffe, Sue Smith, Paul Lamb, Bridget Griffin, Helen Elliott, Elaine Tuck
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix 1: Governance Structure for Safeguarding Appendix 2: Safeguarding Standards for Procurement
For decision by	Council/Cabinet
Function of	Council/Executive
Reason for urgency / exemption from call-in	Not applicable

Contact for further information: Elaine Tuck, 020 8359 4191

1. RECOMMENDATIONS

- 1.1 That Cabinet requests full Council to note the content of this report, in particular the formal governance arrangements that exist to ensure that the Council conducts its statutory Safeguarding responsibilities properly, and the present Safeguarding activity undertaken by the Council and its partner agencies.**
- 1.2 That Safeguarding training continues to be part of the induction process for newly-elected Members and senior officers/directors, and that opportunities for updated and ongoing training for current Members and Officers continue to be provided.**
- 1.3 That an annual report on safeguarding continues to be submitted to Cabinet and Council.**
- 1.4 That the agreed safeguarding procurement standards are put into effect.**
- 1.5 That there is continuing involvement and dialogue through the Health and Wellbeing Board to ensure that all providers of NHS services, including Primary and Acute Care, are fully involved in the Safeguarding Agenda.**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 Council 3 November 2009, agreed to note Safeguarding activities and governance arrangements set out in the Cabinet Members' report.**
- 2.2 Cabinet, 21 October 2009, Decision Item 5: 'Safeguarding in Barnet (Report of the Cabinet Members for Children's Services and Community Services) resolved:**
 - That a report summarising Safeguarding activity relating to both children and vulnerable adults be submitted annually in future.
 - That Safeguarding training be included in the induction process for newly-elected Members and senior officers/directors.
 - That the Safeguarding Boards be requested to seek confirmation that hospital Acute Care facilities have provisions in place to support the Safeguarding of vulnerable adults and children.
- 2.3 General Functions Committee, 16 September 2009: 'Independent Safeguarding Authority'.**
- 2.4 Cabinet, 1 September 2009, Decision Item 5: 'Inspection of Independence, Well-being and Choice – Report of the Care Quality Commission'.**

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.1 Safeguarding is a key priority for the Council, with a strong corporate message that 'safeguarding is everyone's business': everyone who works for the London Borough of Barnet needs to understand their responsibilities in safeguarding vulnerable adults and children.**

- 3.2 A key corporate priority intended for the Corporate Plan 2011/12 refresh is 'continue to safeguard vulnerable adults and children from avoidable harm at a time of reduced resources'. This is reflected in both the Children's and Adults' Business Plans.
- 3.3 Safeguarding is also a key priority in partnership plans.
- Ensuring a joined-up response to safeguarding across partner agencies supports the One Barnet principle of a 'one public sector approach'.
 - 'Ensuring the safety of all Barnet's children' is one of the three key priorities of the Barnet Children's Trust Board.
 - The Safer Communities Strategy aims 'to reduce crime and anti-social behaviour and ensure residents feel safe' and contributes towards the Sustainable Community Strategy priority of 'Strong Safe Communities for Everyone'.
 - The Multi-Agency Domestic Violence Strategy aims to coordinate services in Barnet in support of the wider safeguarding agenda.
 - The Drug and Alcohol Strategy prioritises safeguarding for children of substance misusing parents and the protection of vulnerable adults with substance misuse issues.
 - The promotion of effective Safeguarding will be embedded as an underpinning principle of the work of the Health and Well-being Board

4. RISK MANAGEMENT ISSUES

- 4.1 A failure to keep children or vulnerable adults safe represents not only a significant risk to residents but also to the reputation of the Council. Failure to keep children safe is identified as a key risk in the Children's Service, a key risk for Adult Social Care and is also embedded within the Community Safety team risk register. Although safeguarding must be the concern of all agencies working with children and vulnerable adults, the local authority is the lead agency for Safeguarding children and vulnerable adults. As such both members and senior officers carry a level of accountability for safeguarding practice in Barnet. The governance structure in place needs to ensure that other lead stakeholders e.g. health and the police are represented in the governance structure so that they can ensure that practice in their agencies is of the required standard.
- 4.2 There are a number of strategic boards with oversight of safeguarding, as outlined in appendix 1 of this report. Although links between these boards have been strengthened in recent years to support joined-up working, there remains a risk that learning related to safeguarding may not be effectively coordinated and disseminated across service areas and partner agencies. There are currently plans to introduce a single Overview and Scrutiny Committee on Safeguarding, which should help to provide Councillors with greater oversight of safeguarding issues across the Council.
- 4.3 The Secretary of State for Education has the power to intervene if he considers that a local authority is failing in its safeguarding duties toward children. This is considered to be a low risk in Barnet, but is a

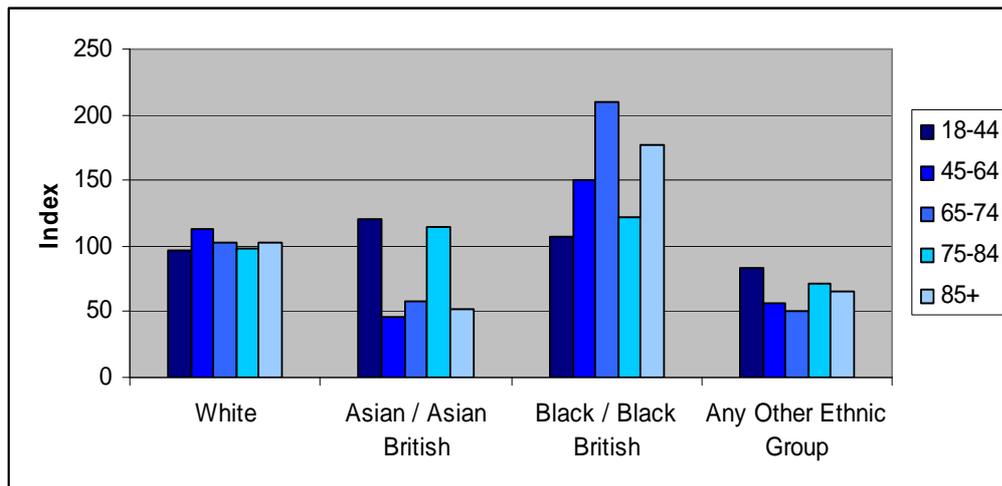
possible outcome should insufficient regard be paid to the council's statutory responsibilities relating to safeguarding.

5. EQUALITIES AND DIVERSITY ISSUES

- 5.1 Slightly more boys than girls are identified as at potential risk of harm, as at 31 March 2010 55% of Barnet's children in need were male, and 60% of Barnet's children in care were male. Black children are overrepresented in the children in care population (32% compared with 14.3% of Barnet 0-19 population as at March 2010) while white and Indian children are underrepresented (43% and 0.3% of children in care population respectively, compared with 56.9% and 8.2% of Barnet 0-19 population). During 2010/11 the Barnet Safeguarding Children Board and the Safeguarding Adults Board developed a faith and cultural task group to support dialogue around safeguarding children and vulnerable adults with a range of faith and other community groups that represent Barnet's diverse population. Barnet was also involved in a Pan London pilot project which focused on safeguarding children from Black and Minority Ethnic, faith and cultural communities.
- 5.2 When considering the ethnic profile of vulnerable adults referred 80% were from a White ethnic background, 9.7% were from an Asian background, 6.7% from a Black background, and the remaining 3.8% were from other ethnic groups, including Chinese and Middle Eastern groupings. From the previous year, the safeguarding referrals in 2010/11 showed a proportional increase in cases involving Asian/Asian British vulnerable adults, and a drop in those involving adults from Any Other Ethnic Group.

Ethnic grouping	2008/09	2009/10	2010/11
White	282	313	379
Asian / Asian British	21	34	46
Black / Black British	17	29	32
Any Other Ethnic Group	23	24	18
Ethnicity not known	2	20	21

- 5.3 To assess whether the ethnic profile of this year's safeguarding case list is representative of Barnet's population, it is necessary to break the list down into different age groups, as minority ethnic groups make up a much greater proportion of younger age groups than for elderly age groups. The chart below shows how the 2010/11 case list compares to the 2011 population estimates for Barnet: an index of 100 means that the case list is perfectly representative within that age group; a lower index means that there are fewer safeguarding cases from that ethnic group than we would expect; and a high index means there are higher than expected cases from that particular ethnic group.



- 5.4 This indicates that there is a strong over-representation of safeguarding referrals involving Black/Black British vulnerable adults, particularly those aged 65 or over. The figures also confirm that referrals involving people from Any Other Ethnic Group are particularly low compared to the general population. The numbers involved however are small (this group makes up just 2.7% of the 65+ population). The analysis also suggests low numbers of referrals amongst some Asian ethnic groups, particularly those from older age groups. Pakistani and Bangladeshi are the least represented, although they make up just 1.1% of the 65+ population. The Indian community makes up 8.4% of Barnet's elderly population, but accounted for just 5.1% of safeguarding cases in 2010/11.
- 5.5 Although the peak victim age for all crime is 30 years, the peak range is 13 to 18 years for offences against the person, such as robbery and assault. Young males are more likely to be victims and also represent the majority of offenders. The peak age range for offending is 16 to 22 years, with an offending rate twice that of those 23 to 28 years and three times that of those aged 30 or over. Those aged 60 or over become more likely to be victims of crimes as robbery, pick pocketing and to a lesser extent distraction burglary. The profile of victims and offenders is regularly analysed to help inform approaches to safeguarding those most at risk.
- 5.6 Black and minority ethnic populations are over represented in the criminal justice system as both victims and offenders. Burnt Oak, Edgware, Hendon, Colindale and Childs Hill in the western sector of the borough and Underhill and Woodhouse feature highly for youth crime. These are among the most deprived wards in the borough.
- 5.7 More males than females access specialist adult drug and alcohol services, 74% of clients and 26% respectively. 78% of clients are white, 6% mixed race, 2% Indian and 5% black. Parents make up 16% of clients, and 14% of clients have mental health dual diagnosis issues. Barnet has a higher than average percentage of poly substance users with primary problem substance reported as 26% alcohol, 25% opiates, 18% crack, 15% cannabis, 9% cocaine and 7% other.

5.8 All Council departments are required to operate in line with the Council's Equalities Scheme and equalities legislation. The Equality Act 2010 provides a new cross-cutting legislative framework; to update, simplify and strengthen the previous discrimination legislation. The general duty on public bodies is set out in section 149 of the Act. This means that the Council, in the exercise of its functions, must have due regard to the need to (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. Examples of this being put into practice in Barnet are through the work of the faith and cultural task group as referred to in 5.1, and through the Hate Crime Forum (see 9.6.7).

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

- 6.1 There are no significant resource implications arising from the recommendations of this report. However, the demographic funding pressure of an ageing population and the likely requirement for additional resources in Adult Social Services is included on the corporate risk register. This pressure has been recognised in the Medium Term Financial Strategy. £2.4m has been allocated to the Adult's budget over 3 years, £800k per year from 2011/12.
- 6.2 The increasing demand for Children's safeguarding and social care services has been recognised as a pressure in the 2011/12 budget and a further £1.5m has been allocated. The Children's Service is also investing £1m in early intervention and prevention services so that safeguarding and other concerns can be identified early, reducing the number of children and families experiencing complex problems.
- 6.3 Safeguarding training is already provided and is allowed for within Children's Service, Adult Social Care and Health, and Community Safety budgets.
- 6.4 The current annual expenditure of the Barnet Safeguarding Children Board (BSCB) is approximately £162,000, most of which covers the staffing requirements including the Independent Chairs of the BSCB and the Serious Case Review Panel. This budget includes agreed contributions from partner agencies that have been confirmed for 2011/12.
- 6.5 It is anticipated that increased resources will be required in order to meet the requirements of the new Independent Reviewing Officer (IRO) Regulations (April 2011) which extend the role of the IRO in scrutinising safeguarding practice for looked after children. The estimated costs of meeting these new regulations are £12,000 which are to be met from the approved Children's Services budget.

- 6.6 The current annual expenditure for the Safeguarding Adults Board is approximately £151,000 most of which covers three specialist safeguarding posts and the post of independent Chair, and training for the health and social care workforce. Unfortunately, the above costs do not include any contributions from partner agencies. The Chair of the Board has written again to partners to request contributions for 2011/12.

7. LEGAL ISSUES

A very brief summary of the relevant statutory provisions and guidance relating to safeguarding for both children and adults is given below:

- 7.1 Parts 3, 4 and 5 of the Children Act 1989 (CA 1989) together with statutory guidance place various statutory duties upon local authorities including the general duty to safeguard and promote the welfare of all children within their area who are in need. In cases where children are found to be at risk of significant harm as defined in the CA 1989, the local authority has a clear legal duty to take steps to protect them by invoking the powers contained in Part 4 of the CA 1989. When care proceedings are issued the Court may make a care order (committing the child to the care of the local authority) or a supervision order (putting the child under the supervision of a social worker).
- 7.2 The Children Act 2004 (CA 2004) provides the legislative framework for integrated planning, commissioning and delivery of children's services and for lines of accountability through the appointment of directors of all Children's Services. Section 11 of the CA 2004 imposes a statutory duty on Children's Services as well as other agencies specified in the Act (including amongst various others the NHS, the police authority, the youth offending team) to carry out their functions having regard to the need to safeguard and promote the welfare of children and to guidance provided by the Secretary of State. The duty continues to apply where services are contracted out.
- 7.3 Statutory guidance Working Together to Safeguard Children (2010) sets out how organisations and individuals should work together to safeguard and promote the welfare of children and young people in accordance with the Children Act 1989 and the Children Act 2004. This latest 2010 version follows the publication of Lord Laming's report "The Protection of Children in England: A Progress Report" in 2009 and incorporates many of his recommendations.
- 7.4 The Apprenticeships, Skills, Children and Learning Act 2009 introduced a requirement for Local Safeguarding Children Boards (LSCBs) to produce and publish an annual report on the effectiveness of safeguarding in the local area.
- 7.5 The legal framework for the provision of adult social care services dates back to 1948 and has been described by the Law Commission as a complex, incoherent and confusing patchwork of legislation. The duties, powers and responsibilities conferred upon local authorities to

ensure that appropriate steps can be taken to protect and safeguard vulnerable adults can be found in a number of statutes, including the National Assistance Act 1948, the Mental Health Acts of 1983 and 2007, the NHS & Community Care Act 1990, the Human Rights Act 1998, the Domestic Violence Crime & Victims Act 2004 and the Mental Capacity Act 2005 including the Deprivation of Liberty Safeguards confer certain. A change in terminology by practitioners from “protecting vulnerable adults” to “adult protection work” and now “safeguarding adults” reflects the change in context over the years and the out of date legislation. The phrase “Safeguarding adults” referred to in the 2005 ADSS report means all work which enables an adult *“who is or may be eligible for community care services”* to retain independence, wellbeing and choice and to access their human right to live a life that is free from abuse and neglect. This definition specifically includes those people who are assessed as being able to purchase all or part of their community care services, as well as those who are eligible for community care services but whose need - in relation to safeguarding - is for access to mainstream services such as the police.

- 7.6 “No secrets: guidance on developing and implementing multi-agency policies and procedures to protect vulnerable adults from abuse” was issued by the Department of Health and the Home Office in 2000 under section 7 of the Local Authorities Social Services Act. It provides guidance to local authorities on developing and implementing multi-agency policies and procedures to protect vulnerable adults from abuse. The Law Commission is currently reviewing adult social care legislation and considering strengthening law in relation to safeguarding adults. The Law Commission is expected to report in May 2011.
- 7.7 In view of the complex, incoherent and outdated legislation the Law Commission undertook a detailed review and has just published a report on 11 May 2011. The recommendations, if enacted, will see a radical overhaul of 60 years of legislation and the consolidation and simplification of the law by establishing a single unified adult social care statute. By having a single consolidating statutory framework the law relating to safeguarding adults will become clearer and more accessible.
- 7.8 The Law Commission Review for Adult Social Care, published in May 2011 has recommended:
- that local authorities retain a clear leadership role in co-ordinating responsibility for safeguarding adults at risk
 - that legislation places a duty on local authorities to investigate adults at risk
 - that local authorities have the lead role in establishing and maintaining adult safeguarding boards.
- 7.9 The Crime and Disorder Act 1998 places a duty on a local authority and other relevant authorities to exercise their functions to do all that is reasonably practical to prevent crime and disorder in its area.

- 7.10 A range of legislation such as the Licensing Act 2003, Gambling Act 2005, Anti Social Behaviour Act 2003, confer certain powers and responsibilities upon local authorities to ensure that vulnerable adults and children are safeguarded.
- 7.11 A range of legislation such as the Equality Act 2010, Race Relations Amendment Act 2000, Racial and Religious Hatred Act 2006, Public Order Act 1996, Criminal Justice Act 2003, confer certain powers and responsibilities on authorities to ensure that Hate Crime is treated with a specific focus.
- 7.12 Section 9 of the Domestic Violence, Crime and Victims Act 2004 creates an expectation for local areas to undertake a multi-agency review following a domestic violence homicide. This came into force on 13 April 2011.

8. CONSTITUTIONAL POWERS

- 8.1 As set out in Part 3 of the Council's Constitution, Responsibility for Functions, the Executive holds responsibility for those functions which comprise safeguarding. Furthermore, several specific safeguarding functions are delegated to individual Cabinet Members.
- 8.2 Responsibility for enhancing the Council's corporate parenting role is delegated specifically to the Cabinet Member for Education, Children and Families. However, in reflecting both the cross-cutting importance of safeguarding, and the wider relevance of the authority's role as a corporate parent, Cabinet are asked to refer their report on safeguarding to Council for consideration and noting on an annual basis.

9 BACKGROUND INFORMATION

- 9.1 Safeguarding, in its broadest definition, can extend to keeping people, information and possessions safe. The most widely used and understood definition of safeguarding, is 'taking all reasonable measures to ensure that risks of harm to children's and vulnerable adults' welfare are minimised'. This is consistent with the Council's statutory duties and how safeguarding should be understood in the context of this report.
- 9.2 The council has a statutory duty to promote the safeguarding of both children and vulnerable adults. Safeguarding children is defined by the Department for Education as protecting children from maltreatment, preventing impairment of children's health or development, and ensuring children are growing up in circumstances consistent with the provision of safe and effective care. A vulnerable adult is defined as anybody over the age of 18 years who "is or may be in need of Community Care Services by reason of mental or other disability, age or illness and is or may be unable to take care of himself or herself or is unable to protect themselves against significant harm or serious

exploitation". The council also has statutory duties to help prevent crime and disorder and anti social behaviour, and to ensure that Hate Crime is treated with a specific focus.

9.3 **Statutory Responsibilities of the council regarding safeguarding**

With regard to children, statutory guidance on the 'Roles and responsibilities of the Lead Member for Children's Services and the Director of Children's Services' was published in July 2009 and was informed by Lord Laming's 'The protection of Children in England: A progress report'. The guidance sets out the responsibilities held by key individuals:

Cabinet Member for Education, Children and Families

- Is politically accountable for ensuring that the local authority fulfils its legal responsibilities for safeguarding and promoting the welfare of children and young people;
- Is responsible for ensuring that the authority's paid officers maintain a clear focus on effective safeguarding arrangements and promoting the safety and welfare of children across all agencies;
- Should receive ongoing training to help them scrutinise and challenge safeguarding service delivery to children and young people.

The Director of Children's Service (DCS)

- Is responsible for safeguarding and promoting the safety and welfare of all children, especially looked after children, across all agencies;
- Is responsible for ensuring that a local authority meets their specific duties to organise and plan services and to safeguard and promote the welfare of children
- Will be held to account for the effective working of the Local Safeguarding Children Board by their Chief Executive and challenged where appropriate by their Lead Member.

The Chief Executive

- Is responsible for ensuring that the DCS is performing their duties effectively. In particular, Chief Executives should satisfy themselves that the DCS is fulfilling their managerial responsibilities for safeguarding and promoting the welfare of children and young people.

The Chief Executive and the Leader of the Council

- Should make an annual assessment of the effectiveness of local governance and partnership arrangements for improving outcomes for children and supporting the best possible standards for safeguarding and promoting the welfare of children.

The 2000 government guidance '*No Secrets*', requires local authorities to take the lead in co-ordinating the development of strategic and operational frameworks for inter-agency partnerships that will facilitate and promote effective vulnerable adult protection arrangements in their area. The role of the director of Adult Social Services is defined in 'Guidance on the statutory chief officer post of the Director of Adult Social Services'. Adult Safeguarding: Scrutiny Guide was published in April 2010 by The Centre for Public Scrutiny and the Improvement and

Development Agency. This guide is written for officers and elected members involved in the overview and scrutiny process, and for Independent Chairs of Safeguarding Boards who may be requested to participate in the work of Overview and Scrutiny Committees. It is designed to assist in shaping and developing the best way to exercise their responsibilities locally.

The Director of Adult Social Services

- Has responsibility and authority for ensuring that the local authority maintains a clear organisational and operational focus on safeguarding vulnerable adults and that relevant statutory requirements and other national standards are met, including requirements under the Independent Safeguarding Authority.

Cabinet Member for Adults

- Although no formal responsibilities exist at present in relation to safeguarding adults, the Council has responsibility to safeguard vulnerable adults and there is thus an expectation that the portfolio holder will promote and ensure the safeguarding of adults.

The Director of Planning, Environment and Regeneration

- Has responsibility and authority for ensuring that the local authority maintains a safe, green and clean environment for the community.

Cabinet Member for Community Safety and Cohesion

- Although no formal responsibilities exist at present in relation to safeguarding adults or children, the Council has an expectation that the portfolio holder will promote the safeguarding of adults and children.

Cabinet Member for Health

- Although no formal responsibilities exist at present in relation to safeguarding adults or children, the Council has an expectation that the portfolio holder will promote the safeguarding of adults and children.

9.4 Promoting safeguarding across the council and partner organisations

9.4.1 While council officers and members must take the overall responsibility for ensuring children and vulnerable adults are safeguarded, it is important that other agencies also take responsibility for safeguarding. Within Barnet there is a One Barnet Partnership Board, and sitting underneath this are a number of strategic partnership groups. These include the Safer Communities Board, the Children's Trust Board, and the Health and Well-being Board. Each of these boards recognises safeguarding as a key partnership priority.

9.4.2 A number of audits have been carried out to review processes and practice both within the council and amongst partners– see 9.7.6 below for more details.

9.4.3 In order to provide members with information on safeguarding activity,

work in this area will be reported annually to Cabinet and Council. This is in addition to reports to the Barnet Safeguarding Children Board, the Children's Trust Board, the Safer Communities Board, the new Health and Wellbeing Board and reports to Scrutiny.

- 9.4.4 Working Together to Safeguard Children provides a framework for training that is based on roles and responsibilities of different target groups. Within this framework, training recommended for senior managers, board members and Elected Members includes BSCB learning events, updates on policy and practice and National Leadership Programmes where available. The London Safeguarding Children Board has also provided a development programme for Elected and Lead Members.
- 9.4.5 Safeguarding training is part of the induction process for Members, which is in line with the Cabinet recommendation to the last report on safeguarding in Barnet. Two training sessions are delivered at several points in the year – one on safeguarding children and vulnerable adults, and one on corporate parenting (this explores the responsibilities Members have for children in the care of the local authority). For 2011/12 two Member training sessions on safeguarding and two on corporate parenting are planned, with the potential to amalgamate the sessions. Safeguarding training will continue to be available to all officers across the children's and adults' workforce with awareness training being applicable for wider groups of council staff.
- 9.4.6 For the past two years we have held a safeguarding month in Barnet to raise awareness and knowledge of safeguarding across the council and partners, emphasising the message that safeguarding is everybody's responsibility. During November 2010 over 600 people attended the events including police, refuse collectors, housing officers, faith groups, health staff and others from across the council and partners. The events covered topics including how to spot and report a safeguarding concern, safer recruitment, information sharing, and domestic violence. Safeguarding will be an ongoing part of the corporate calendar of events.
- 9.4.7 Other events that have taken place throughout 2010/11 to promote understanding and awareness include regular safeguarding breakfast briefings for schools and head teachers, a safeguarding briefing held for over 50 participants as part of the work of the faith and cultural task group, and an event to promote safer sleeping practices for infants. An event to raise awareness of Disability Hate Crime and launch accessible third party reporting sites attracted over 150 participants across the health and social care workforce.
- 9.4.8 All health professionals should ensure that safeguarding forms an integral part of the care they offer, and staff working in acute care settings should be able to recognise symptoms of abuse or neglect and be aware of local procedures for making enquiries. In Barnet, acute provider services have internal procedures for identifying and responding to safeguarding concerns. They are supported in their safeguarding responsibilities through access to advice from named and designated colleagues. Regulatory oversight is provided by the Care Quality

Commission and, in relation to children's services, the annual Section 11 audit more information on which is given in 9.7.6 (Multi-agency audits).

9.4.9 In March 2011 the Department of Health published three Best Practice Guidance Documents reinforcing Health's responsibility to safeguard adults. The documents cover the Role of NHS Commissioners, the Role of Health Service Managers and their Boards and the Role of Health Service Practitioners. There is scope for members to scrutinise health practice in Barnet through the Health Scrutiny Committee.

9.5 **Promoting a safe organisational culture**

9.5.1 **Ensuring a Safe workforce**

There is an expectation from the Care Quality Commission (CQC) that staff across adult social care and health, are trained in competencies required for their particular roles in safeguarding work. It is also an expectation that all those working with children will be appropriately trained so that staff are competent and confident in carrying out their safeguarding responsibilities.

A broad multi-agency training programme is co-ordinated by the training sub-groups of both the children's and adult's boards. Key developments in 2010/11 include:

- Accredited training delivered to Barnet schools around preventing unsuitable people from gaining access to children through employment or voluntary activity, in accordance with the requirements implemented following the Bichard review, now being made available to the wider children's workforce.
- A half day training course on allegations continues to be available for staff twice a term, led by the LADO.
- The provision of advice for the community and voluntary sector in relation to safer working practice via safeguarding surgeries hosted by CommUNITY Barnet.
- Safeguarding adults awareness team training delivered to onsite to care staff working within care homes.
- Safeguarding adults investigators training for care provider managers.
- Training sessions for General Practitioners

9.5.2 **Safer Recruitment**

Ensuring that all relevant staff recruited to the council and partner agencies are suitable to work with children or vulnerable adults is a key element of building a safer workforce. Comprehensive procedures around safer recruitment and selection are in place within the council and schools to help ensure inappropriate people do not obtain positions working with children or vulnerable adults. The policy also covers volunteers, school governors, agency staff and contractors to ensure that they are subject to the same checks as paid staff if they will be working with children or vulnerable adults.

All posts which fall within specified categories working with children or

vulnerable adults are required by law to undergo an Enhanced Criminal Records Bureau (CRB) Disclosure check and should be subject to safer recruitment practices. This includes so called 'Warner style' questions that are designed to assess attitudes and behaviours of potential employees who will work with children. Employees in central posts, which require CRB Disclosure checks, will be subject to being re-checked every three years. The costs associated with staff CRB checks are met within service budgets.

Relevant Members are also required to hold valid CRB checks (for example Children's Service Overview and Scrutiny Committee members, who carry out visits to children's homes in the borough).

9.5.3 The Independent Safeguarding Authority

The Independent Safeguarding Authority was established with the aim of having a single agency to provide a vetting and barring function to help minimise the risks of unsuitable people gaining access to children or vulnerable adults through paid or voluntary work. Following a review by the Coalition Government, the system has been re modelled and although the registration element will no longer apply, there will continue to be a barring function in relation to those who have regular or close contact with vulnerable groups.

It is proposed that Criminal records disclosures will continue to be available to employers and voluntary bodies but will be revised to become portable through the introduction of a system that allows for continuous updating. The new regime will retain current arrangements for referrals to the state barring body (currently the ISA) by employers and certain regulatory bodies, in circumstances where individuals have demonstrated a risk of harm to children or vulnerable adults. The implications of the re modelled scheme for Barnet Council will be considered once further details are confirmed.

9.5.4 Safer Procurement

Safeguarding standards for commissioning that outline the expectations of agencies undertaking work on behalf of Barnet Council regarding safer recruitment, accountability, training and policies have been corporately agreed and are in the process of being implemented. The standards are included as an appendix to this report. There remain a number of complexities which procurement teams will be working closely with Legal Services to address.

Questions have recently been raised around the adequacy of safeguarding measures in place when services are procured. An internal audit into this is underway. The findings will be reported back to the BSCB, Safeguarding Adults Board, and relevant Scrutiny Committees.

9.6 **The Governance of Safeguarding in Barnet**

- 9.6.1 The Safeguarding Adults Board and the Safeguarding Children Board are responsible for overseeing, auditing and challenging safeguarding practice in the borough. The Safer Communities Board, Domestic Violence Strategic Board, Hate Crime Forum and Drug and Alcohol Strategic Commissioning Board also all have a key role in helping to prevent and identify abuse of both adults and children. All these boards are multi-agency.
- 9.6.2 Within the council, the Director of Children's Service has an overarching safeguarding role to promote safeguarding of both adults and children across the organisation.

See Appendix 1 for a diagram setting out the key governance structures relating to safeguarding in Barnet.

9.6.3 **Barnet Safeguarding Adults Board**

Barnet's Safeguarding Adults Board (previously Barnet Adult Protection Committee) was established in July 2001 as part of the government guidance 'No Secrets'. The Board is a standing committee of lead officers who determine local policy, co-ordinate activity between agencies, set work plans for improvement, facilitate joint training and monitor and audit progress in safeguarding adults at risk. The Board meets four times a year and appointed an independent chair, Professor Hilary Brown in September 2010.

A review of the function, membership and sub-groups of the Board took place in January 2011 and a revised work plan was developed. Sub groups focus on multi-agency training, working with providers, communications, health, and performance and audit. The faith and communities group and cross generational group report to both Adults and Children's Boards. Membership includes Health (NHS Barnet, Barnet Community Services, Barnet and Chase Farm NHS Trust, Royal Free NHS Trust and Barnet Enfield and Haringey Mental Health Trust), Police, London Fire Brigade, Children's Services, Community Safety, Barnet Homes, Barnet College, Barnet Carers Network, and the Care Quality Commission.

Adults who use services are represented via the Safeguarding Adults Service User Forum. The forum meets quarterly and consists of representatives of the 55+ forum, Barnet African Caribbean Association, Barnet Older Asian Association, LINK and other interested older people, people with learning disabilities, physical disabilities, sensory impairment and mental health problems. Each forum receives an updated report from the Safeguarding Adults Board and the chair of each Safeguarding Adults Board work group continues to present their progress for scrutiny at the forum.

9.6.4 **Barnet Safeguarding Children Board**

The establishment of multi-agency Local Safeguarding Children Boards was a key element of the Children Act 2004; it has been a requirement for local authorities to have a board since 2006. The role of the board is

to co-ordinate and challenge the effectiveness of their member agencies in safeguarding and promoting the welfare of children.

A review of governance arrangements took place in 2009/10 and a more streamlined structure of sub-groups is now in place. The BSCB has had an independent chair, Tim Beach, since 2009 and three Community (Lay) Representatives have recently been appointed. Board members include Health (NHS Barnet, Barnet Community Services, and Royal Free Hospital), Police, Probation, Voluntary Sector, Adult Services, Housing, Schools, and Children's Service. In 2010 a young people's safeguarding board 'Youth Shield' was developed. Representatives from Youth Shield attend BSCB meetings. The Cabinet Member for Education, Children and Families is now a participant observer on the BSCB. He is not a full member in order to maintain the independence of the BSCB to scrutinise and challenge the effectiveness of agencies (including the Council) in safeguarding children.

The Standing Serious Case Review Sub Group is now independently chaired in accordance with Ofsted recommendation, and there is also a Child Death Overview Panel (CDOP). In addition to these, there are four sub-groups of the BSCB:

- Performance and Quality Assurance Sub Group
- Training and Development Sub Group
- Professional Advisory Sub Group
- Cross-Generational Sub Group

There are also a number of task groups which report into the Professional Advisory Group. Current task groups include missing children, sexual exploitation, e-safety, faith and cultural, and private fostering.

The Cross generational sub-group was established as a cross cutting group that reports to both the Safeguarding Children Board and the Safeguarding Adults Board. The aim is to address issues that arise from working across the interface of adults and children's services, including transitional arrangements when children need continuing care.

9.6.5 Barnet Safer Communities Board

The Safer Communities Partnership Board is the inter-agency mechanism in Barnet to reduce crime and anti-social behaviour and reoffending and promote social cohesion. It acts as the Crime and Disorder Reduction Partnership as defined (and required) by the 1998 Crime and Disorder Act and subsequent amendments including the 2006 Police and Justice Act and the 2009 Policing and Crime Act.

Board members include Barnet Police, Barnet Council, Fire Brigade, NHS Barnet, Metropolitan Police Authority, Probation, Magistrates Court, and Voluntary Sector. Reports from the Children's and Adults' safeguarding boards are a standing item on the Safer Communities Board.

9.6.6 Domestic Violence Strategic Board

The Domestic Violence Strategic Board is responsible for coordinating Barnet's approach to domestic violence and maintains strategic oversight of it. Board members include Police, Magistrates, NHS Barnet, Mental Health, Safer Communities, Children's Service, Adult's Service, Housing and Voluntary Sector. It is chaired by the Director of Children's Services. The new multi-agency Barnet Domestic Violence Strategy 2010/11 to 2012/13 was agreed by the board in 2010.

9.6.7 Strategic Hate Crime Forum

The Hate Crime Forum is a multi agency group responsible for co-ordinating a partnership approach to tackling Hate Crime and maintains a strategic oversight of it. Forum members include Police, NHS Barnet, Adults Service, Children's Service, Housing, Voluntary Sector and Safer Communities. The forum is currently being reviewed to ensure wider functions including the co-ordination of anti social behaviour are delivered in a more integrated and efficient way.

9.6.8 Drug and Alcohol Strategic Commissioning Group

The role of the Drug and Alcohol board is to oversee the strategic commissioning of Barnet's drug and alcohol services in line with national legislation and guidance, local partnership priorities and acknowledged best practice, to performance monitor and ensure services provide value for money, and to promote the visibility of the drug and alcohol agenda across the partnership. The board comprises Police, Probation, LB Barnet, Barnet Service Users Group, National Treatment Agency and NHS Barnet.

9.6.9 Reporting and monitoring arrangements

- Annual Safeguarding Adults Board report – Although not yet a statutory requirement is nationally considered good practice, and an expectation by the Care Quality Commission. The report will be submitted to Overview and Scrutiny, Cabinet and Council each year, as well as each Heath Trust Executive Board.
- Annual Safeguarding Children Board report – A statutory requirement (under the Apprenticeships, Skills, Children and Learning Act 2009). The Barnet report covers activity over the past financial year. It is submitted to the Children's Trust Board (which although no longer a statutory requirement, Barnet has chosen to retain) and made publically available. The report will also be taken to partner boards and Overview and Scrutiny Committees where relevant.
- Annual Corporate Safeguarding report – As agreed by Cabinet on 21 October 2009, an annual report is to go to Cabinet and full Council each year. This year's report covers 2010/11 activity. As the BSCB and Adult Safeguarding Board are now producing reports in line with the financial year it is recommended that this annual report be tabled each summer.

9.7 Effective practice in Safeguarding Barnet residents

9.7.1 Safeguarding vulnerable adults

Vulnerable adults are defined as adults "who is or may be in need of community care services by reason of mental or other disability, age or

illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation". (No Secrets 2000) This can include older people, adults with learning disabilities, physical disabilities, sensory impairment, mental health problems or any combination of these needs.

Abuse is defined as "a violation of an individual's human and civil rights by any other person or persons" (No Secrets). It can take the form of physical, sexual, psychological, financial or discriminatory abuse, and neglect and acts of omission.

Social Work Teams and Mental Health Teams in Barnet act as the point of referral where there are concerns about the possible abuse of adults at risk. They have responsibility to manage and co-ordinate a multi-agency response to the allegation of abuse, including risk assessment, investigation, and planning for protection and support where it is needed.

9.7.2 Demand for adults safeguarding services

A total of 495 alerts were received by Barnet Social Work Teams and Mental Health Teams between 1st April 2010 and 31st March 2011. This sees a further 18% increase on the numbers during this period. (There was a 22% increase on numbers referred 2009/10, 19% increase on the numbers referred 2008/09, on top of an 88% increase in 2007/08. The table below compares the numbers of referrals per year over a five year period. Each quarter denotes a sustained increase since 07/08.

Alerts by quarter over five year period

Period	Number
Annual Total 2006 – 07	154
Annual Total 2007 - 08	289
Annual Total 2008 - 09	345
Annual Total 2009 - 10	420
Annual Total 2010 – 11	495

The Learning Disabilities Service saw alerts increase from 96 last year to 143 this year. Conversely the number of alerts relating to people with physical disabilities or sensory impairment has halved from 53 last year to 27 this year. The number of alerts regarding people with mental health problems sees a slight increase from 84 last year to 91 this year. Safeguarding alerts regarding older adults has increased from 187 to 232 this year.

Of the total numbers referred:

- 47% concern an older person (6% of these older people have additional mental health needs)
- 29% concern adults with learning disabilities
- 18% concern adults who are under 65 with mental health problems
- 5.5% concern adults with physical disabilities or sensory impairment or HIV.

Primary Client Group	2008/09	2009/10	2010/11
Older People	51%	44%	47%
Learning Disability	23%	23%	29%
Mental Health	13%	20%	18%
Physical Disability & Sensory Impair.	13%	13%	5.5%
Substance Misuse	-	-	0.5%

9.7.3 Quality of adults safeguarding services

From April 2011, the Safeguarding Adults Team reached its full complement, and has successfully recruited to the safeguarding officer post. This post holder will provide a practice development function, and will focus on developing skills in recording, risk assessment, information sharing and implementation of the Mental Capacity Act in relation to safeguarding adults practice, and quality assurance and partnership work.

A quality assurance framework and performance management system was introduced to ensure effective safeguarding arrangements. New target and performance indicators have been set as part of the new strategic objective “protecting from avoidable harm and caring for in a safer environment”. Managers at all levels have responsibility for auditing compliance with the procedures and consider audit information on a quarterly basis. A safeguarding practice forum is open to all staff across health and social services to provide a forum for case discussion and practice development. A partner self audit tool developed last year will be reviewed in line with other changes taking place in supply management to look into quality within care homes.

We continue to operate an effective monitoring system which provides quarterly reports to the SAB on information relating to numbers of referrals, patterns of abuse, investigation and protection plans. This year the system has been revised to fully meet the requirements of the new national data set administered by the information centre on behalf of the DH.

Learning outcomes of all safeguarding adults training have been reviewed and are now linked to a competency framework agreed by the SAB. During 2010/11 1180 staff and volunteers received training in safeguarding adults across the health and social care sector.

Barnet has a significant number of care homes in the borough, as part of our drive to improve quality we have commissioned the My home Life Project. This is a UK wide initiative, promoting quality of life for older people in care homes, and for those visiting and working with them through relationship centred and evidence based practice. It is led by Age UK, City University and Joseph Rowntree Foundation. It is a ‘bottom up’ partnership approach, looking at best practice. It creates support for practitioners and accessible tools and information resources for care home managers and staff, and commissioners. It highlights the

specific practices, behaviour and attitudes which impact on quality of life.

A serious case review jointly commissioned by Barnet and Enfield Safeguarding Adults Boards was conducted following the death of a young man with learning disabilities, and complex health needs. Recommendations have been made about the way we contract and commission services and how we monitor compliance at a service level, particularly where there are cross boundary issues. Recommendations for improved review and monitoring of the support plans and risk assessments were also made. An action plan has been developed as a result of the review which will be monitored by the Safeguarding Adults Board. A joint learning event with Enfield SAB is planned for September 2011.

All fire deaths involving vulnerable adults in Barnet are being considered for management review at the Safeguarding Adults Board.

This year has seen increased engagement with the Health partners, who have now established internal safeguarding boards to develop internal systems and safeguarding practice. One example of this, following a directive by London NHS, is that all pressure ulcers of grade 3 and 4 are now reported into the safeguarding procedures. A protocol is being developed to ensure that only those avoidable pressure ulcers are reported under safeguarding procedures and ensure that this dovetails with serious incident procedures adopted in Health Trusts.

We continue to build on a highly successful communications strategy, ensuring continued raising of public awareness on safeguarding and ensuring that people across diverse communities have access to protection.

9.7.4 **Safeguarding Children**

In order to fulfil its duties under the Children Act 1989, the children's social care service has the following key responsibilities:

- to be the principal point of contact where there are welfare concerns about a child;
- to assess, plan and provide support for children in need, including those suffering or likely to suffer significant harm;
- to make enquiries if there is reason to suspect that a child is at risk of significant harm;
- to take legal advice and initiate legal proceedings if compulsory intervention is necessary in order to protect the child from significant harm.

9.7.5 **Demand for children's safeguarding services**

There has been a significant increase in safeguarding activity since the end of 2007; referrals to children's social care rose by 69% between 2007/08 and 2010/11. The multiple factors thought likely to have contributed to this include increased awareness of safeguarding,

increased training around safeguarding, increased deprivation in the borough, and a change in the way safeguarding is seen as a shared responsibility, rather than as the preserve of social workers. The increase in safeguarding activity is set out in the below table.

	07/08	08/09	09/10	10/11*
Total number of referrals, including re-referrals during the year	2,144	3,299	3,370	3,630
Total number of initial assessments in the year	2,026	2,610	2,871	3,089
Referrals going to initial assessment (NI 68)	94.5%	79.1%	85.2%	88.5%
Total number of core assessments in the year	269	757	705	647
Number S47 (child protection) enquiries initiated during the year	247	397	487	556
Number with child protection plan as at 31 March	155	151	201	212
Number of children in care as at 31 March	325	329	311	304

* Provisional data

The increase in activity and strategy in place to manage rising demand has been the subject of a number of reports. This increase in activity is a national trend. In Barnet the number of children subject to a child protection plan per 10,000 of the under 18 population rose from 17.2 in 2007 to 25.9 in 2010, this is still lower than the England average which rose from 25.9 in 2007 to 35.5 in 2010.

These referrals have also resulted in a significant increase in the number of care proceedings. In 2010/11 the number of care proceedings reached the highest level the Council has known. The number of care proceedings reached 70 in March 2011 and is likely to remain at a high level until existing proceedings conclude and the numbers of referrals start to decline. The Legal Service is working closely with the Children's Service to manage the unprecedented increase in care proceedings cases as well as the increase in consequent costs.

The number of allegations against adults in the children's workforce referred to the Safeguarding Division has increased significantly over the past few years; from around 50 a year in 2007 to over 100 a year (285 between January 2008 and December 2010). The majority of referrals continue to come from school settings.

9.7.6 Quality of children's safeguarding services

The annual unannounced inspection of contact, referral and assessment arrangements for children's social care (November 2010) found practice in Barnet to be safe, with no areas for priority action identified. This inspection contributes towards the overall rating for Barnet's Children's Service which is currently 'performs excellently' (four, on a scale of one to four).

The safeguarding division within the Children's Service works independently of the social care teams involved in the day-to-day work

and has a quality assurance remit. This function has recently been strengthened as safeguarding and social care are now two distinct divisions within the Children's Service, with separate reporting lines. Key quality assurance activity includes the chairing of looked after children reviews and child protection conferences and scrutinising of safeguarding activity by the conference and reviewing officers (who have the statutory Independent Reviewing Officer role). It also includes individual case audits and thematic audits of child protection practice; and regular scrutiny panels for high risk children.

No Serious Case Reviews were conducted in Barnet in 2010/11, but Barnet has been carrying out a discretionary case review as part of the SCIE model (Social Care Institute of Excellence) pilot for learning from case reviews, due to report in summer 2011. The BSCB has participated in the Pan London Safeguarding dataset to support its role in monitoring and scrutinising Safeguarding across the partnership.

Other recent audits include:

Multi-agency Audits

An audit was carried out across the partnership to monitor compliance with the requirements of agencies to promote safeguarding under section 11 Children Act 2004. Agencies completed a self assessment and, based on the responses, an action plan has been developed. The LSCB has agreed that this audit will be conducted annually to ensure ongoing review of safeguarding activity. Multi agency audits of Child in Need Plans have also been conducted, and are part of a number of scheduled multi agency audits over the next 12 months to support the existing quality assurance work of each of the partner organisations.

ICS Audit

An audit of ICS (the electronic information recording system for safeguarding and social care practitioners) completed in 2009 concluded that 'overall we are successful in using ICS to continue to serve children', but there were a number of areas for development. The audit indicated several appropriate recommendations for improved use of ICS which have since been actioned.

IRO Report

The Independent Reviewing Officer (IRO) is a statutory role; local authorities must appoint a named IRO for each child and consult the IRO regarding care planning for the child. As recommended by guidance, an annual report on the IRO function and the service provided to looked after children was submitted to the Corporate Parenting Advisory Panel in July 2010. A workplan in relation to improving outcomes for looked after children was agreed and is the process of implementation.

Permanency Panel Audit

The permanency panel aims to tackle drift in care planning to help achieve permanent care of a child who cannot live in their own family. An audit of the outcomes of the permanency panel was conducted in September 2010, and as a result the panel has made fundamental

changes to its functioning, with early indicators showing improved effectiveness in achieving positive outcomes for children.

Placement Stability Audit

An audit of placement stability conducted by Safeguarding in January 2010 identified a number of themes that have been affecting the stability of children in the care of Barnet. These themes have formed part of an action plan that continues to be reviewed to ensure compliance.

Audit of Children In Need

This audit was conducted in September 2010, and looked at the outcomes for children who had previously been the subject of a Child Protection Plan. A number of recommendations made in relation to practice have now been fully implemented.

Audit of Case conferences (Charing and Child Protection Conference Administration)

An audit examining the way in which Barnet conducts child protection conferences and measuring outcomes against quality standards was completed by Safeguarding in January 2011. The findings were positive. An action plan to address some specific areas is currently being implemented.

Details of the recommendations of these audits are available on request from the Children's Service.

9.7.7 **Domestic violence - safeguarding children and adults**

Demand for domestic violence services

In addition to an overall increase in safeguarding children activity there has been an increase in the number of cases where domestic violence has been identified. Evidence of domestic violence was present in 55% of child protection conferences in 2010/11, compared with 37% in 2007/08.

Child Protection Conferences with evidence of domestic violence

Financial year	Number of CPCs	Number of CPCs with evidence of domestic violence	% of CPCs with evidence of domestic violence
2007/08	280	104	37%
2008/09	345	190	55%
2009/10	445	248	56%
2010/11	476	261	55%

Abuse by a family member constitutes 37% of all Adult Social Service abuse cases this includes those with learning disabilities, physical disabilities and mental health problems as well as older adults.

Much domestic violence goes unreported and undetected so it is difficult to build a true picture of the scale of domestic violence in Barnet and nationally. However, figures for domestic violence reported

in Barnet are given below. A domestic violence incident can be one that the Home Office doesn't need to be notified about as it is less serious or non criminal, whereas a domestic violence offence is something the Home Office needs to be notified of.

Year	Domestic Violence Offences	% Change from previous year	Domestic Violence Incidents	% Change from previous year
2005/06	2061		3419	
2006/07	1588	-23%	2376	-31%
2007/08	1453	-9%	2481	+4%
2008/09	1575	+8%	3136	+26%
2009/10	1406	-11%	3590	+14%
2010/11	1218	-13%	3529	-2%

9.7.8 Quality of domestic violence services

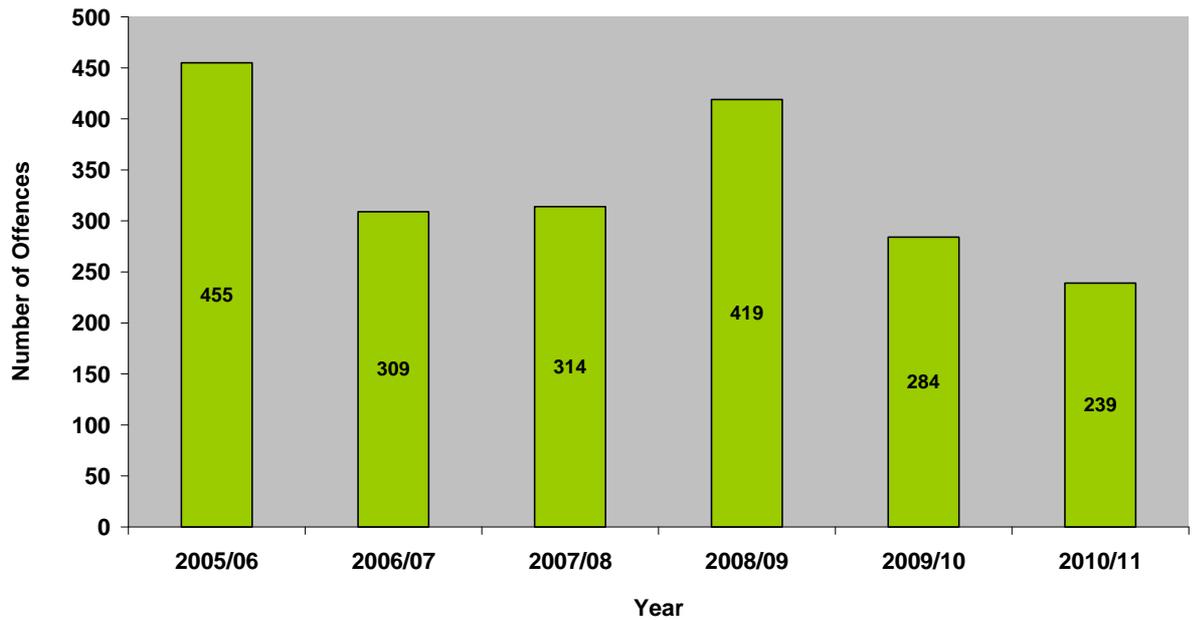
The Council commissions a range of domestic violence provision including refuges, floating support, and preventative services. Service level agreements are in place to measure the quality of services. A needs assessment and gap analysis of current provision was completed in February 2010, and services are currently being re-commissioned in line with the domestic violence strategy.

9.7.9 Hate Crime

The chart below shows the number of racist and religious hate crime offences recorded by Police in the last six financial years. In 2010/11 there was a 15.5% decrease in Barnet compared with the previous 12 months, and an 11.7% decrease across London. Since 2005/06 the number of racist/religious hate crime offences Police in Barnet are dealing with has fallen by 47%. Homophobic hate crime offences have fallen from 22 recorded offences in Barnet during 2005/06 to five in 2010/11, and even fewer disability related hate crime offences are reported per year in Barnet.

Despite the rapid decrease in recorded hate crime offences across the borough there is no evidence that the prevalence of hate crime offences has reduced. A recent Barnet Crime and Community Safety survey indicated that approximately 80% of hate crime related verbal abuse is not reported, with the most common reason for this being that the victim did not feel anything could be done.

**Racist and Religious Hate Crime Offences Reported to Police in Barnet
2005/06 - 2010/11**

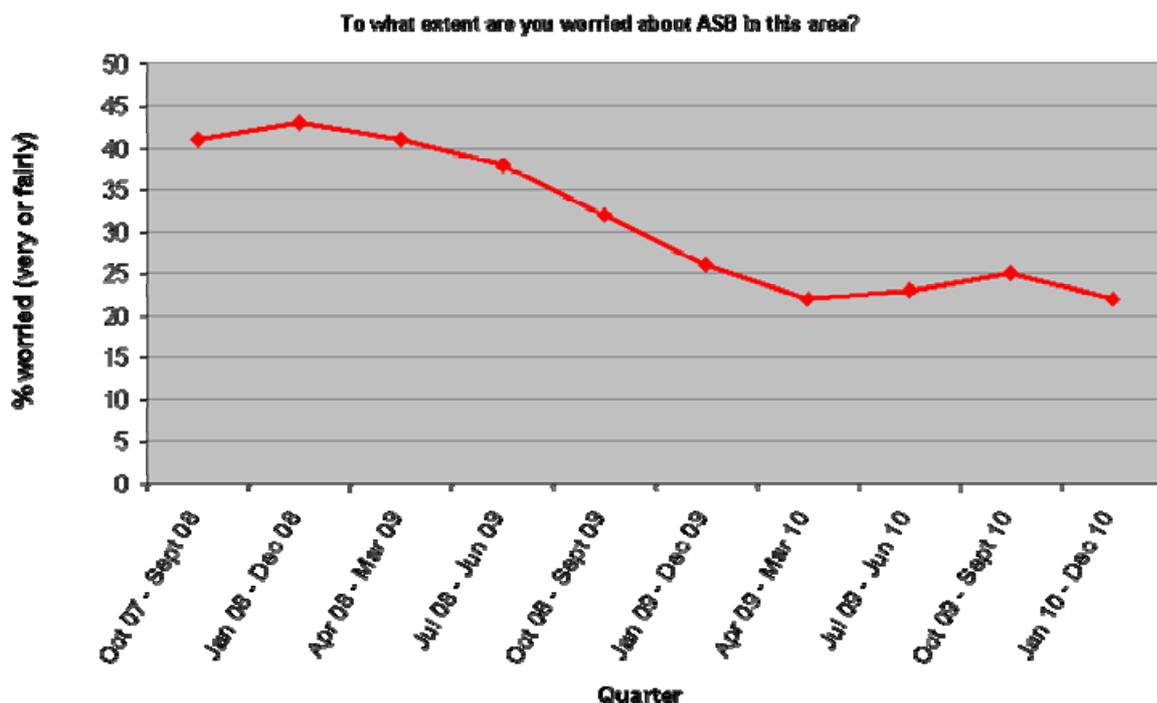


9.7.10 Quality of Hate Crime response

Central government is committed to improving the reporting and recording of hate crime and the Home Office is currently reviewing how this can be achieved. There are 19 third party reporting sites across the borough and Barnet needs to further promote, record and improve confidence within the community that hate crime can be tackled. The introduction of a national dataset for hate crime will be particularly welcome as currently there are gaps with the recording of hate crime related to disability.

9.7.11 Anti Social Behaviour

The last Place Survey undertaken in 2008/09 asked residents if they perceived anti social behaviour as a problem. Barnet compared well against London and nationally, with 19.2% perceiving an issue against 26.5% and 20% respectively. Results from the latest Police Attitude Survey of 2010 asking to what extent people are worried about anti social behaviour is presented in the table below:



Again, Barnet's position at 22% compares favourably with the London average of 25%.

9.7.12 Quality of Anti Social Behaviour response

Governance structures and procedures are in place across the partnership to manage the response to anti social behaviour. These are currently being reviewed in light of central government's review of anti social behaviour powers and tools, and to ensure we get the best use of resources across the partnership. In addition, the Metropolitan Police force is one of eight forces nationally piloting a new approach to dealing with anti social behaviour with the aim of improving recording, risk assessment (including vulnerability and repeats), and information sharing. Ensuring a coordinated and consistent response from the number of organisations dealing with anti social behaviour is vital to ensure vulnerable people do not fall outside of the response net and complaints are investigated and dealt with appropriately.

9.7.13 Drugs and Alcohol

Overall, drug and alcohol services in the borough perform well in relation to regional and national comparators. Effective engagement levels are already 8% above the 2011/12 end of year target and successful treatment exits stand at 49%, which is 12% above regional and 10% above national comparators.

Our latest needs assessment shows that DAAT links with Social Services need to be strengthened. During 2009/10, there were 102 contacts made by Adult Social Services where substance misuse was part of the presenting profile for the client. Of these only 49% were known to adult treatment services. Ten referrals were received from Children's Social Care during 2009/10. The discharges amongst this group are of concern as just two completed treatment and left in a care planned way. Seven dropped out or declined treatment.

The DAAT have prioritised Safeguarding within their draft 2011/13 Barnet Drug and Alcohol Strategy, and have developed new draft protocols on both child protection and protection of vulnerable adults, to be underpinned by a cross-training programme being delivered in 2011/12.

9.8 **Future issues**

9.8.1 At the request of the Secretary of State for Education, Professor Munro has been conducting a review of the child protection system, with a focus on strengthening the social work profession to put them into a better position to make well-informed judgements based on up-to-date evidence in the best interests of children and free from unnecessary bureaucracy and regulation. The final report was published in May 2011 and made recommendations across five themes: a system that values professional expertise, clarifying accountabilities and improving learning, sharing responsibility for the provision of early help, developing social work expertise, and supporting effective social work practice. The Government is due to respond to the report's recommendations later in the year.

9.8.2 A summary of the Munro report recommendations is included in appendix 3. The recommendations most pertinent in the context of this report include:

- The Local Safeguarding Children Board should submit an annual report to the Chief Executive, Leader, Police Commissioner and Chair of Health and Wellbeing Board.
- Statutory guidance should be amended to focus on meeting local need and the effectiveness of multi agency training.
- The scope of the roles of Director of Children's Service and Lead Member for Children should not be expanded outside of Children's Services.
- Local Authorities and partners should start an ongoing process to review and redesign the way in which child and family social work is delivered.
- Local Authorities should designate a Principal Child and Family Social Worker who is still actively involved in frontline practice.

9.8.3 Barnet's population has been growing consistently over the last ten years and is expected to increase by a further 5.5% (19,400) by 2016. Significant growth is projected in the under 18 population, and proportionally high growth in the over 85s. This will continue to pose challenges: even if levels of safeguarding and social care activity remain constant there will be an increased need for services due to an overall increase in the population.

9.8.4 In Barnet Council and among partner agencies, there has been an increased emphasis on early intervention and prevention, including early intervention in relation to safeguarding children and those at risk of domestic violence. This is also driven by national policy, including the Graham Allen Review on early intervention. Safeguarding activity within the Council will continue to develop in line with the early intervention and prevention agenda.

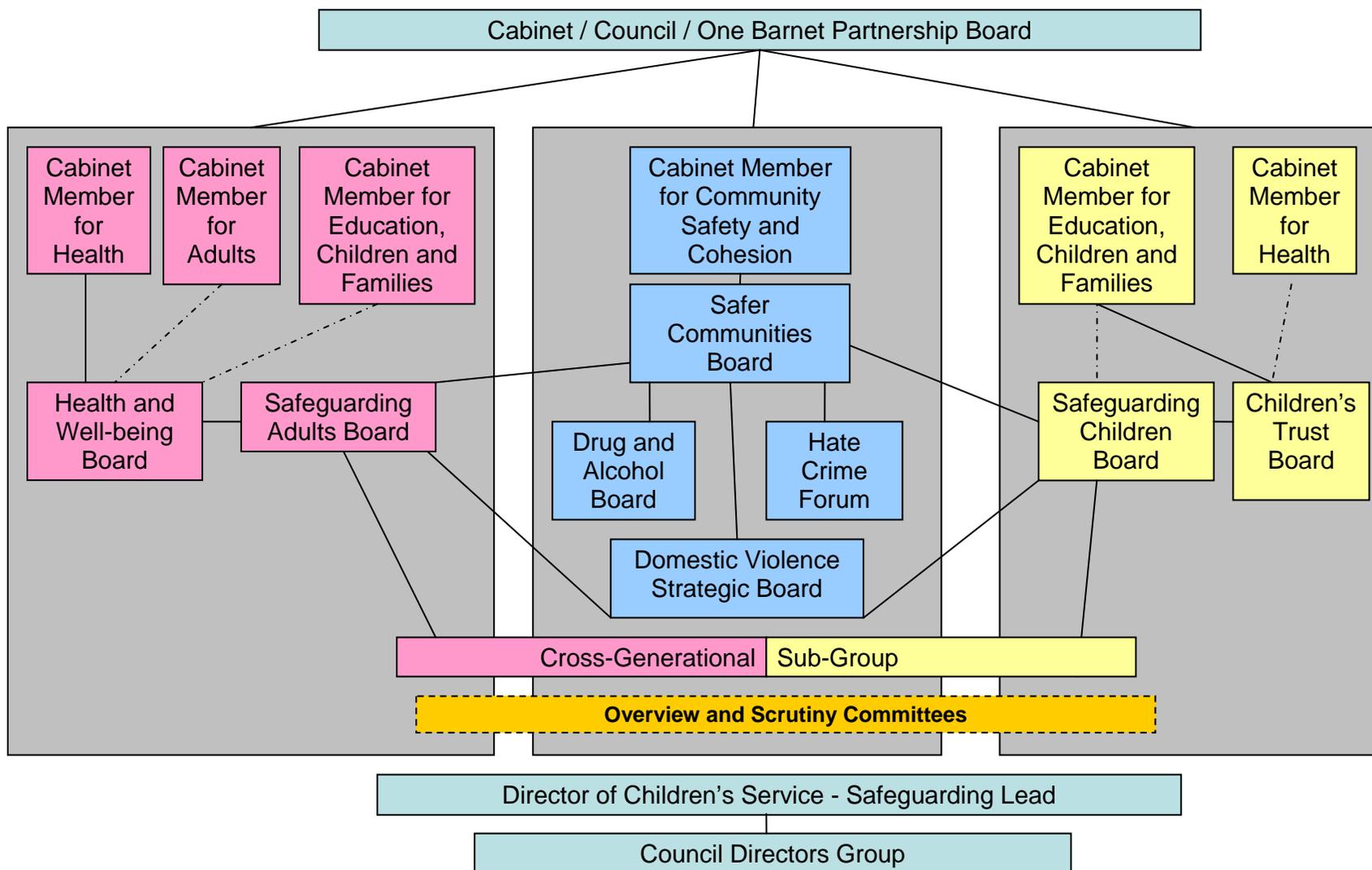
10. LIST OF BACKGROUND PAPERS

- 10.1 'Roles and responsibilities of the Lead Member for Children's Services and the Director of Children's Services', DCSF 2009
- 10.2 'Working together to safeguard children', 2010
- 10.3 'No Secrets: guidance on developing and implementing multi-agency policies and procedures to protect vulnerable adults from abuse', Department of Health & Home Office, 2000
- 10.4 'Guidance on the statutory chief officer post of the Director of Adult Social Services', Department of Health, 2006
- 10.5 The Munro Review of Child Protection, Final Report, Department for Education, May 2011
- 10.6 Barnet Multi-Agency Domestic Violence Strategy 2010/11 – 2011/12
- 10.7 Barnet Safeguarding Children Board Annual Report, 2010/11
- 10.8 Barnet Crime and Disorder Strategy 2008 - 2011

Please contact Elaine Tuck on 020 8359 4191 to consult these documents.

Legal: HP
CFO: JH/MC

APPENDIX 1: The Governance of Safeguarding in Barnet



Notes on key multi-agency boards

- The **Children's Trust Board** has overall responsibility for setting the strategic vision to improve outcomes for children and young people in Barnet.
- The **Safeguarding Children Board** is responsible for co-ordinating and monitoring Barnet's approach to safeguarding vulnerable children and ensuring that the partners on the Children's Trust Board fulfil their duties in relation to safeguarding. The board provides independent challenge to the Children's Trust Board and does not report directly to it.
- The **Health and Well-being Board** is the governing body for commissioning health and social care services for adults and older people in Barnet.
- The **Safeguarding Adults Board** is responsible for co-ordinating Barnet's approach to safeguarding vulnerable adults
- The **Safer Communities Partnership Board** is the inter-agency mechanism in Barnet to reduce crime and anti-social behaviour and reoffending and promote social cohesion. It acts as the Crime and Disorder Reduction Partnership as defined (and required) by the 1998 Crime and Disorder Act and subsequent amendments including the 2006 Police and Justice Act and the 2009 Policing and Crime Act.
- The **Domestic Violence Strategic Board** is responsible for coordinating Barnet's approach to domestic violence.
- The **Hate Crime Forum** is a multi agency group responsible for coordinating a partnership approach to tackling Hate Crime and maintains a strategic oversight of it.
- The **Drug and Alcohol Board** oversees the strategic commissioning of Barnet's drug and alcohol services, monitors performance, and promote the visibility of the drug and alcohol agenda across the partnership.
- The **Cross Generational Sub-Group** addresses issues that arise from working across the interface of adults and children's services and reports to both the Safeguarding Children Board and the Safeguarding Adults Board.

APPENDIX 2: Safeguarding Standards to be used when commissioning agencies or organisations to deliver services on behalf of the council.

Please note that the proposed standards outlined below have been corporately agreed and are in the process of being implemented.

Barnet is committed to being a safe organisation and to delivering safe services. Increasingly we are relying on other agencies or organisations to be delivering such services on our behalf. It is therefore proposed that all commissioning and contracting is carried out with an expectation that providers meet a set of (minimum) safeguarding standards. These Standards will provide a level of assurance regarding the capacity of the provider to match Barnet's own Safeguarding Standards.

The proposed Standards have been drawn up by safeguarding and commissioning representatives from Adult Services and from the Children's Service and representatives from Procurement and the Trades Unions. They address the areas of accountability, recruitment and selection, training and behaviours and policy and procedure.

If the Standards are agreed, it is proposed that a pack is developed including the Standards, guidance notes and sample documentation, for example, a sample Safeguarding Policy. This will then be circulated to providers looking to bid for contracts. Should a contractor seek to subcontract an element of their commission, then they will be responsible for ensuring these minimum standards are met by the subcontractor. Where organisations do not have all the necessary policies and procedures in place, their compliance will be 'RAG' rated and time frames for full compliance will be set, dependent on the nature of the service to be delivered. Compliance will then be monitored on either an annual or a bi-annual basis according to whether the service provider has access to vulnerable groups and is perceived to be in a 'position of trust'. Sustained failure to comply with the Standards will result in a review, and possible termination, of the contract.

It is proposed that the Standards are implemented in September in order to allow time for the necessary changes to be made to the Code of Practice and for the guidance to be collated and prepared for circulation.

Barnet Council's Safeguarding Standards

The London Borough of Barnet places a high priority on safeguarding and protecting children and vulnerable adults in the community.

Organisations and individuals have a statutory duty under Section 11 of the Children Act 2004 to ensure that their functions are discharged with regard to the need to safeguard and promote the welfare of children. This Authority is also committed to ensuring that vulnerable adults are safeguarded within an overall context of personalisation.

These standards have been developed to promote the safety and welfare of children and vulnerable adults and will be applied to all agencies and organisations that deliver services on behalf of Barnet Council. They must be applied as part of the procurement process.

All agencies undertaking work on behalf of the London Borough of Barnet must meet level one of these standards and ensure compliance by all personnel in their organisation including agency staff and volunteers. Those who have access to vulnerable groups and are perceived to be in a position of trust must also meet level two. Should a contractor seek to subcontract an element of their commission, then they will be responsible for ensuring these minimum standards are met by the subcontractor.

Organisations delivering level one services only must complete and submit the following self assessment form prior to any contract being awarded and annually thereafter. Organisations delivering level two services will update the Self Assessment six monthly.

Provider services will be assisted in meeting these Standards, including through the provision of sample documentation/templates.

Safeguarding Self Assessment

Level	Standard	Evidence required	Evidence submitted	Achieved (RAG) and timescale for completion
1. ACCOUNTABILITY				
1	Have a named, designated person in the organisation responsible for any issues relating to safeguarding.	Names and contact details for designated people		
1	Have a clear accountability structure to ensure that all personnel understand their place in the organisation and how they receive support and guidance on safeguarding issues.	Organisational chart highlighting safeguarding lead		
1	Agree to fully cooperate with the Local Safeguarding Children/Adult Board, including in any case reviews	Written agreement		
1	Have a safeguarding policy that is checked annually and reviewed every three years. Ensure it reflects changes in legislation and guidance.	Record of when policy is reviewed and updated		
1	Business plans include how the delivery of services will take account of the need to safeguard	Evidence of safeguarding considerations in business plans		
1	Complete form to report safeguarding issues and incidents Level 1 every 12 months Level 2 every 6 months at minimum	Submission of management information		
2	Commit to interagency working and ensure that personnel working with vulnerable groups are familiar with relevant joint working policies and procedures, including information sharing	Written agreement		

Level	Standard	Evidence required	Evidence submitted	Achieved (RAG) and timescale for completion
2. RECRUITMENT & SELECTION				
2	Carry out appropriate CRB or ISA registration checks for all personnel and where relevant evidence of registration with professional body Ensure appropriate arrangements and risk assessment in place for personnel waiting for CRB clearance	HR records		
2	Face to face interview are always part of any interview process where personnel will be in a position of trust with vulnerable groups and recruiters are properly trained to vet personnel	HR policy and procedures		
2	Include statements that reflect a clear commitment to safeguarding in job descriptions for those with access to vulnerable groups	Job descriptions available		

Level	Standard	Evidence required	Evidence submitted	Achieved (RAG) and timescale for completion
3. TRAINING AND BEHAVIOURS				
1	Induction for all personnel should include information on safeguarding and how to report abuse	Induction programme and list of attendees		
1	Ensure code of conduct and equal opportunities policies make clear the equal right of all people to be safe and treated with respect.	Code of conduct/ equal opportunities policies		
1	Ensure all personnel know where to access information on safeguarding and who to contact for advice and guidance	Documents supporting this such as publicity materials and contact information		
1	Ensure all personnel are aware of procedures for reporting and dealing with unsuitable behaviour.	Documents supporting this such as flowcharts		
2	Have in place a training and development strategy that includes relevant safeguarding policies and procedures, individual's responsibilities for safeguarding, how to recognise and report abuse and any specialist training required relevant to their position. Safeguarding training should be of a standard endorsed by Barnet	Training and development strategy, forms for reporting concerns		

Level	Standard	Evidence required	Evidence submitted	Achieved (RAG) and timescale for completion
4. POLICY AND PROCEDURES				
1	Have a clear procedure for handling complaints and ensure compliance	Procedural documents, information about complaints		
1	Have clear policies and procedures for the reporting of safeguarding concerns, including allegations	Procedural documents and whistle blowing policy, records of complaints and allegations		
1	Comply with data protection and information sharing policy and procedures, especially when there is concern about a person's welfare or safety	Policies and procedures		
1	Have a clear policy on lone working	Policy		
1	Have clear alcohol and substance misuse policies	Policies		
1	Set out clear disciplinary procedures for non-compliance with safeguarding procedures and policies	HR policy and procedures		
1	Ensure all other policies including health and safety, fire, insurance and transport reflect the need for safeguarding and, where appropriate, there is compliance with the professional body for registration	Policies and registration certificates		
2	Service users must be aware of the policies and procedures relating to safeguarding	Evidence of information for service users		
2	Have policies and procedures to ensure those working with children obtain parental consent (including for any photos), medical information and contact information when necessary.	Policies and procedures		
2	Have policies and procedures to ensure those	Policies and procedures, staff		

	working directly with children and vulnerable people observe appropriate staff ratios	rotas		
2	Have clear e-safety and technology use policies to be followed when working with vulnerable groups	Policies		

APPENDIX 3: Summary of key recommendations from the Munro Review of Child Protection

The review's 15 recommendations are briefly summarised below. The full report, including executive summary, can be found here http://www.education.gov.uk/munroreview/downloads/8875_DfE_Munro_Report_TA_GGED.pdf

A system that values professional expertise

1. Government should revise statutory guidance to distinguish essential rules and guidance informing professional judgement and to enable local innovation.
2. The inspection framework should examine the effectiveness of all local services in protecting children.
3. The inspection framework should allow the experiences of children and young people to inform and shape the provision of services.
4. National and local performance information should be used to help facilitate improvement and promote accountability, rather than as the sole measure of performance.

Clarifying accountabilities and improving learning:

5. The Local Safeguarding Children Board should submit an annual report to the Chief Executive, Leader, Police Commissioner and Chair of Health and Wellbeing Board.
6. Statutory guidance should be amended to focus on meeting local need and the effectiveness of multi agency training.
7. The scope of the roles of Director of Children's Service and Lead Member for Children should not be expanded outside of Children's Services.
8. Government should research the impact of health reorganisation on protecting children
9. LSCBs should use systems methodologies (such as the SCIE model; analysing what has happened in a case to understand underlying issues influencing practice) when undertaking SCRs. Independent reviewers should be used and Ofsted should cease to evaluate.

Sharing responsibilities for the provision of early help

10. Government should place a duty on local authorities to secure the provision of local early help services for children, young people and families.

Developing social work expertise

11. The Social Work Reform Board's Professional Capabilities Framework should explicitly inform social work qualification.
12. Employers and Higher Education Institutes should work together so that social work students are prepared for the challenges of child protection work.

The organisational context: supporting effective practice

13. Local Authorities and partners should start an ongoing process to review and redesign the way in which child and family social work is delivered.
14. Local Authorities should designate a Principal Child and Family Social Worker who is still actively involved in frontline practice.
15. A Chief Social Worker should be created in Government.

AGENDA ITEM: 4.2.1

Meeting	Council
Date	12 July 2011
Subject	Overview and Scrutiny Annual Report 2010/11
Report of	Business Management Overview and Scrutiny Committee
Summary	The Overview and Scrutiny Annual Report, attached at Appendix A, provides the Council with details of overview and scrutiny work undertaken during 2010/11.

Officer Contributors	Andrew Charlwood, Overview and Scrutiny Manager Melissa James, Overview and Scrutiny Officer Kim Webster, Openness and Transparency Officer
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix A – Overview and Scrutiny Annual Report 2010/11
For decision by	Council

Contact for further information:

Andrew Charlwood, Overview and Scrutiny Manager
020 8359 2014, andrew.charlwood@barnet.gov.uk

1. RECOMMENDATION

- 1.1 That Council endorse the Overview & Scrutiny Annual Report 2010/11 (pending the approval of Business Management Overview and Scrutiny Committee on Monday 11 July 2011).**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 Council, 19 May 2009, 'Report of the Special Committee (Constitution Review), 21 April 2009, 'Overview & Scrutiny: New Arrangements'
- 2.2 Business Management Overview and Scrutiny sub-Committee, 25th January 2010, Call-in Review Interim Report
- 2.3 Business Management Overview & Scrutiny sub-Committee, 1st March 2010, Call-in Review
- 2.4 Policy and Performance Overview & Scrutiny Committee, 13th April 2010, 'Scrutiny Review of Effectiveness'
- 2.5 Special Committee (Constitution Review), 13th October 2010, 'Constitution Review: 2010/11'
- 2.6 Business Management Overview & Scrutiny sub-Committee, 16th December 2010, 'Overview & Scrutiny Review'
- 2.7 Special Committee (Constitution Review), 9th February 2011, 'Overview & Scrutiny Review'
- 2.8 Business Management Overview & Scrutiny sub-Committee, 21st March 2011, 'Overview & Scrutiny Review'
- 2.9 Policy and Performance Overview & Scrutiny Committee, 6th April 2011, Overview & Scrutiny Review
- 2.10 Special Committee (Constitution Review), 6th April 2011, Overview & Scrutiny Review
- 2.11 Annual Council, 17 May 2011, Report of the Special Committee (Constitution Review)

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.1 The Overview and Scrutiny Committees/sub-Committees must ensure that the work of Scrutiny is reflective of the Council priorities.
- 3.2 The three priorities in the Corporate Plan 2011-13 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 Pursuant to the Equality Act 2010 (“the Act”), the council has a legislative duty to have ‘due regard’ to eliminating unlawful discrimination, advancing equality and fostering good relations in the contexts of age, disability, gender reassignment, pregnancy, and maternity, religion or belief and sexual orientation.

5.2 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 Under Section 21 of the Local Government Act 2000, the Council’s executive arrangements are required to include provision for appointment of an Overview and Scrutiny Committee with specified powers.

7.2 Legislation applicable to Overview and Scrutiny Committees is as follows:

Health and Social Care Act 2001

Crime and Disorder Act 2006

Local Government and Public Involvement in Health Act 2007

Local Democracy, Economic Development and Construction Act 2009

8. CONSTITUTIONAL POWERS

8.1 The scope of Overview and Scrutiny committees is contained within Part 2, Article 6 of the Constitution

8.2 The Terms of Reference of the Overview and Scrutiny committees are in the Overview and Scrutiny Procedure Rules (Part 4 of the Constitution).

8.3 Overview and Scrutiny Procedure Rule 7 requires that the Business Management Overview and Scrutiny Committee will, each year, produce an Overview and Scrutiny Annual Report for Council.

9. BACKGROUND INFORMATION

9.1 Revised Overview & Scrutiny arrangements were implemented in May 2009. These comprised three Overview & Scrutiny Committees and three Overview & Scrutiny sub-Committees, together with scope for the establishment of Panels and Task and Finish Groups.

9.2 When the revised Scrutiny arrangements were adopted in May 2009, it was agreed that the effectiveness of the Scrutiny function should be reviewed following one year of operation.

9.3 A review was completed in accordance with the recommendation of Council and a revised Overview & Scrutiny structure was implemented in May 2011.

9.4 **Appendix A** provides a summary of the work undertaken by Barnet's Overview and Scrutiny Committees and other scrutiny bodies during 2010/11.

10. LIST OF BACKGROUND PAPERS

10.1 None

Legal: SS
CFO: JH/MC

Barnet Council

Overview and Scrutiny Annual Report

2010/11

Introduction

It has been a productive and challenging year for Overview and Scrutiny at Barnet. Building on the peer review findings '*Developing Good Scrutiny in Barnet*' (2010) facilitated by Councillors Ian Ward and Susan Williams on behalf of the IDeA (Improvement and Development Agency), Barnet's team has continuously strived to improve the way in which Scrutiny is delivered. Towards that end we have implemented a number of recommendations made by the review. This includes: formalising the 'call in' process; encouraging more Senior Officer support to Scrutiny Chairman(s) and Committees through greater involvement in the formulation of work programmes and regular attendance at Committee meetings; and encouraging more Member engagement both internally and externally.

We are also in the early stages of developing an Overview and Scrutiny Member Development Programme for 2011/12, with opportunities for Members to develop their knowledge of the wider role of Scrutiny in local government, and enhance their skills in effective Scrutiny. Going forward, the Scrutiny Office hope Members will help us to identify, what areas of further training and support they would like us to provide and what works well.

Aside from the challenges and proposed improvements in delivering an effective Overview and Scrutiny function at Barnet, we have also been keeping abreast of the wider political agenda for local government and its potential impact. The Localism Bill published in December 2010 sets out a series of proposals designed to achieve a shift in power away from Central Government to Local People and will offer new freedoms and flexibilities for local government.

The Bill will undoubtedly have an impact on issues raised for scrutiny in the future and on the way in which Overview and Scrutiny at Barnet continues to evolve

What is Overview and Scrutiny?

The Overview and Scrutiny function was formally introduced in local authorities by the Local Government Act 2000, and later extended under the Health and Social Care Act (2012) for (Health Scrutiny), as part of the, then, government's modernisation agenda.

Overview and Scrutiny is delivered through a committee structure and Councillors who are not part of the Executive sit on these Committees. Overview and Scrutiny Committees hold the Council's Cabinet to account by examining various functions of the Council, asking questions about how decisions have been made and considering whether service improvements are needed. Overview and Scrutiny raises issues that are important to local people and scrutinises the performance of the Council and partner organisations. It is a key mechanism for driving forward service improvement.

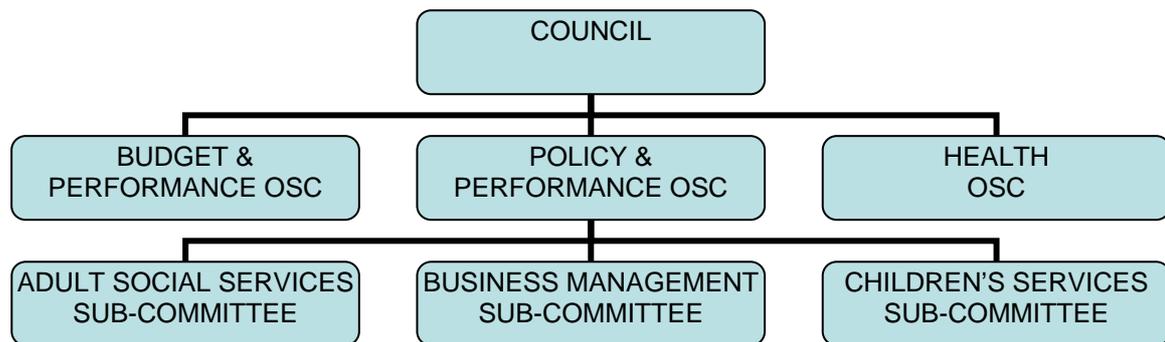
The Centre for Public Scrutiny *Good Scrutiny Guide* defines four principles of effective public scrutiny:

1. **Challenge:** to provide a "critical friend" challenge to executive policy-makers, external authorities and decision-makers
2. **Engagement** :to reflect the voice and concerns of the public and its communities
3. **Leadership:** to support Community leadership and effective representation
4. **Performance Improvement:** to drive improvement in public services

Overview and Scrutiny at Barnet

The London Borough of Barnet has 63 Councillors. The Executive (or Cabinet) is made up of the Leader of the Council and nine other Councillors. The other remaining non-executive Councillors are appointed to sit on Overview and Scrutiny Committees or other committees (such as planning or licensing committees) which are responsible for carrying out a range of governance functions for the Council.

In 2010-2011 Scrutiny was delivered under the following structure:



Under this structure there was one statutory committee (Health Overview and Scrutiny Committee), two Committees and three sub-Committees. This structure was revised in May 2011 following a review of the current scrutiny arrangements. The new structure is discussed later on in the report.

Task and Finish Groups and Scrutiny Panels

Task and Finish Groups comprise five elected councillors who work together to undertake in-depth reviews of a service, policy or issue of concern to local people. Task and Finish Groups are time limited and normally complete their review within three months of being established. The membership of each group is agreed by the Business Management Overview and Scrutiny sub-Committee, with the Group determining their own terms of reference and what evidence they wish to receive.

During 2010/11, six Task and Finish Groups were set up to look at issues submitted to the Policy and Performance Committee and Business Management sub-Committee. The Task and Finish Groups undertaken this year include:

- Service Options for Re-modelling Older People's Housing with Support;
- Council Response to Cold Weather;
- Domestic Violence;
- Social Housing Standards;
- Fostering and Adoption Recruitment; and
- Early Intervention and Prevention Services for Children.

Of these six Task and Finish Group reviews, two (Service Options for Older People and Council's Response to Cold Weather) were pre-decision scrutiny studies. The findings of these reviews were considered alongside the main Cabinet report when key decisions were taken on these areas. The outcomes of these two reviews are currently being monitored by the Scrutiny Office. The outcomes of the other reviews are still awaited and will be reported in next year's annual report.

Scrutiny Panels

Scrutiny Panels operate in a similar way to Task and Finish Groups but comprise seven members (with substitutes) and some of their meetings are held in public. Scrutiny Panels also review services, policies or issues of concern to local people. In 2010/11 there were two Scrutiny panels in Barnet:

- Housing Allocations Overview and Scrutiny Panel which considered proposed changes to the Council's Housing Allocations Policy
- One Barnet Overview and Scrutiny Panel which considered key documentation relating to the One Barnet transformation programme including Options Appraisals and Business Cases

One Barnet Overview and Scrutiny Panel

In 2010/11, the One Barnet Overview and Scrutiny Panel continued its work of looking in depth at key work streams underpinning the One Barnet Programme. The One Barnet Programme is underpinned by three key principles:

- A one public sector approach
- A relentless drive for efficiency
- A new relationship with citizens

During 2010/11, the Panel looked at a number of Project Briefings, Assessment Plans, Options Appraisals and Business Cases in relation to the following workstreams:

- Development and Regulatory Services
- Transport Review
- New Support / Customer Services Organisation
- Revenue Income Optimisation
- SAP Optimisation
- Adult Social Services
- One Barnet Programme Highlight Report
- Prototyping Project
- Equalities Impact Assessments
- Web Transformation
- One Barnet Business Case
- Governance Matters

The Panel also amended its governance arrangements resulting in changes to its terms of reference to enable Members to make more timely representations to Cabinet and Cabinet Resources Committee, the bodies responsible for making key decisions in this area.

Housing Allocations Overview and Scrutiny Panel

In September 2011, an Overview and Scrutiny Panel was set up to examine in detail the Cabinet's decision to change the way in which housing is allocated in the Borough. The Panel examined in detail the operation of the current housing allocations system and its perceived deficiencies, and the approach to the development of a new allocations policy based on four key changes, including a series of interim measures approved by Cabinet.

As part of this review the Panel received evidence from housing applicants, representatives from other local authorities (the London boroughs of Newham and Islington), the homeless charity Shelter, Housing Officers and the Cabinet Member for Housing, Planning and Regeneration.

The findings of the review were submitted to Cabinet for consideration and all of the Panel's recommendations (which focused on improving the way in which the policy is implemented, the process and criteria of housing assessment, the availability of housing advice) were accepted.

The implementation of the recommendations of this review is currently being tracked by the Scrutiny Office and an evaluation of the introduction of the Council's revised Housing Allocation Policy will be undertaken at six months with a further review after two years. The findings of these reviews will be reported to the appropriate Overview and Scrutiny Committee.

Measuring Outcomes

The Corporate Plan 2010-2013 contained the following strategic objectives and performance targets that fall within the remit of the Corporate Governance Directorate and related to Overview and Scrutiny:

- To improve council policy and decision making through greater involvement by non-executive members
- To improve the effectiveness and transparency of decision-making within the council by ensuring that Overview and Scrutiny in the year 2010/11:
 - a. Considers three decisions prior to being taken by Cabinet; and
 - b. Initiates three items of policy development

Pre- decision Scrutiny

In 2010/11, all Overview and Scrutiny Committees regularly reviewed the Cabinet Forward Plan at their meetings to determine if there were any decisions that they wished to examine or comment upon before they were made. This involved Overview and Scrutiny Committees requesting reports, questioning Officers and Cabinet Members, and raising the concerns of local people and stakeholders. In some cases, Overview and Scrutiny Committees made comments and recommendations to the Cabinet, which were considered when the proposed decision was taken. In 2010/11 Scrutiny was set a target to consider three decisions prior to being taken by Cabinet. The table below provides a summary of performance against this indicator, alongside the other performance measure (initiating the items of policy development).

Figure 2: Scrutiny Performance 2010/2011

Performance Indicator	Outturn 2009/10	Target 2009/10	Outturn 2010/11	Target variance
Number of decisions considered by Overview and Scrutiny prior to being taken by Cabinet	6	3	9	UP 200%
Number of policy developments initiated by Overview and Scrutiny	4	3	6	UP 100%

Adapted from the 'Corporate Performance results for Quarter 4 and year end 2010/11' report, presented to the Budget and Performance Overview and Scrutiny Committee on 21 June 2011.

The Member led Task and Finish Groups below represent the six policy developments initiated by Overview and Scrutiny in 2010/11

Name of Task and Finish Group or Panel	Reported to Cabinet
Recycling and Waste Minimisation Task and Finish Group	9 th September 2010
Remodelling Older People's Housing Task and Finish Group	20 th October 2010
Council Response to Cold Weather Task and Finish Group	20 th October 2010
Housing Allocations Overview and Scrutiny Panel	10 th January 2011
Contract Monitoring and Community Benefit Task and Finish Group	In progress
Carbon Footprint Task and Finish Group	In progress

As part of the drive to continually improve Overview and Scrutiny at Barnet, a tracking system was introduced to monitor the implementation recommendations made by Task and Finish Groups that were accepted by Cabinet. The data below provides an overview of recommendations from the Task and Finish Group reviews in 2010/2011 and their implementation status. This information was reported to the Business Management Overview and Scrutiny Committee. A more detailed summary of the recommendations can be found in Appendix 1.

Overview and Scrutiny Committees

Policy and Performance Overview and Scrutiny Committee

The Policy and Performance Overview and Scrutiny Committee met twice during 2010/11 to appoint annually to the Overview and Scrutiny Sub-Committees, Overview & Scrutiny Panels and Task & Finish Groups. It also agreed the Overview & Scrutiny Annual Work Programmes, and considered the first annual report on Overview and Scrutiny.

Business Management Overview and Scrutiny Sub-Committee

In 2010/11, the Business Management Overview and Scrutiny Sub-Committee continued its management of the call-in process, appointed to and monitored the work of six Task and Finish groups and Scrutiny panels, and undertook pre-decision Scrutiny of the Cabinet Forward Plan. It also considered the Local Development Framework (including New Barnet Town Centre Framework), the Strategic Library Review and Purchasing and Procurement management within the Council.

Call in

The Business Management Overview and Scrutiny Committee has the (statutory) power to 'call-in' a qualifying key decision before it is implemented. Calling-in a decision allows Overview and Scrutiny Members to review and challenge key decisions after they have been taken but before implementation. Cabinet Members and Officers regularly attend the Business Management Overview and Scrutiny Committee to answer questions and provide information to the Overview and Scrutiny Committee members.

Only key decisions as defined by Article 13 (b) (i) of the Constitution may be called in under Section 21 of the Local Government Act 2000.

A key decision under Article 13 (b) (i)

- a. must involve expenditure or savings in excess of £500,000 as well as otherwise being significant having regard to the council's budget for the service or function to which the decision relates, or
- b. to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the borough

In 2010/11, the Business Management Overview and Scrutiny sub-Committee considered 24 requests call-ins. Full details of the items called in during 2010/11 are shown in Appendix 1.

Children's Services Overview and Scrutiny Sub-Committee

In 2010/11, the Children's Services Overview and Scrutiny sub-Committee work programme continued its focus on driving improvements in the provision of education, and social care for children and young people. Throughout the year it examined in detail the Children's Services One Barnet Project which included a review of Children's Centres, the new relationship with schools, the Youth Offer and Early Intervention and Prevention Services. The sub-Committee also examined the changes to the national educational agenda including the Academies Act (2010) and the 14-19 Education Sector. Further scrutiny was also undertaken on local educational provision by looking at school place planning and how the growing demand for more school places in the borough could be met.

Safeguarding remained a key priority for the Children's Overview and Scrutiny sub-Committee. The sub-Committee scrutinised: the work of the Safeguarding Children's Board; safeguarding measures introduced by Schools; the role, structure and processes for Child Protection cases; and the Council's role in promoting Safeguarding as everybody's business. In February 2011, the sub-Committee received a briefing in respect of the Children's Service budget proposals and considered its impact on the delivery of Children's Services within the borough. The sub-Committee made a number of comments and recommendations as part of this consultation process.

Following a recommendation made by the Task and Finish Group on Youth Homelessness in 2010, Members of the sub-Committee undertook regular visits to Barbara Langstone House (a young persons hostel in North Finchley), in addition to their monthly visits to two children's homes in the borough. To date, Members have reported positive changes in the access and provision of services for young people who live there, following Cabinet's acceptance of recommendations made by the Homelessness and Young People Task and Finish Group.

Adults Social Services Overview and Scrutiny Sub-Committee

In 2010/11, the Adults Social Services Overview and Scrutiny sub-Committee examined the proposed changes to the delivery of services for local people in need of Adult Social Services support in the borough. The sub-Committee's work programme reflected the changes in the way in which social care will be delivered in the future in line with the national vision for Adult Social Care: 'Capable Communities and Active Citizens'.

Throughout the year, Members of the sub-Committee scrutinised the benefits and challenges for both Service Users and the Council of the strategies and proposals on the Personalisation of Adult Social Care and Personal Budgets. They also sought further updates on the Council's Fairer Contributions consultation and the business case to support the setting up of a Local Authority Trading Company ("LATC"), for the provision of adult social services, which would involve the transfer of Adult Social Services in-house staff to the LATC.. In April 2011, the sub-Committee were provided with a briefing from Barnet's Health partners on the NHS White Paper 'Equity and Excellence: Liberating the NHS White Paper' and its implications for Adult Social Care. They were also updated on the Council's information, advice, advocacy and brokerage strategy which set out a framework for the development and delivery of a co-ordinated approach to information and advocacy across the borough. Other items subject to Member scrutiny included: the Adult Social Care Annual Complaints report; the Care Quality Commission assessment on the quality of Barnet's social services; and the Annual Report of Barnet's Multi-Agency Safeguarding Board.

Health Overview and Scrutiny Committee

The Health Overview and Scrutiny Committee had a very productive and challenging work programme in 2010/11. The work programme reflected changes facing local NHS services and the wider national health reforms. For the first time the Committee scrutinised the Quality Accounts of Barnet's Acute and Mental Health providers and provided statements for inclusion in each. The Committee also received a briefing on the Finchley Memorial Hospital redevelopment and further proposals for the site. Other items taken to the Committee include Tuberculosis Commissioning, Ear Nose and Throat Services at the Royal Free Hospital, Health Inequalities and proposals for Cardiovascular and Cancer Models of Care.

In September 2010, a special meeting of the Committee was convened to consider the Barnet, Enfield and Haringey Clinical Strategy. At the meeting, Local Health Partners addressed the Committee on key elements of the strategy and the implications arising.

Other notable items subject to Health Scrutiny this year include Alzheimer and Dementia Care, the Quality Improvement Programme at Barnet, Enfield and Haringey Mental Health Trust, and updates on the work of the four Trauma Networks and the London Stroke System, and the development of the GP Consortium.

The Committee's Chairman and Vice Chairman continued to represent Barnet at meetings of the Joint Health Overview and Scrutiny Committee, alongside neighbouring Councils, Enfield and Haringey. These meetings were attended by Senior Staff of NHS services across the North Central London sector where trends, pressures and priorities were regularly discussed.

Budget and Performance Overview and Scrutiny Committee

In 2010/11 the Budget and Performance Overview and Scrutiny continued its regular scrutiny of the Council's performance information and improvement initiatives, and financial performance data. The Committee also received the revised Treasury Management Strategy and the Sustainable Communities Strategy for pre-decision scrutiny. The Committee provided detailed comments and suggestions regarding these items which were formally made to Cabinet and considered alongside its deliberations. The Committee also scrutinised its partners through receiving the annual review of partnerships and Barnet Homes performance information.

Scrutiny of the Council's budget remained the key focus of the Committee and regular reports were received outlining the key medium-term strategic and financial issues for the Council, information on the financial and business planning context and an explanation of the affect of the national context upon the finances of the Authority. In December 2010, the Committee received the Cabinet report on the Budget Headlines for 2011/12-2012/13, considered in the Comprehensive Spending Review grant settlement. The Committee were provided with detailed information on the service pressures and developments, as well as areas of investment. The Committee were briefed on the Council's online budget consultation, including a new 'Ideas' website where residents were given the opportunity to suggest, to the authority, ways of saving money.

Other notable items considered by the Committee included, performance of housing and homelessness delivered by the Council's Housing Service, and ongoing service developments and performance of Customer Services.

Review of the Overview and Scrutiny Function

At the Annual Council meeting on 19 May 2009, the Council adopted revised Overview and Scrutiny arrangements. At that meeting, Council resolved that the effectiveness of the Overview and Scrutiny function should be reviewed following one year of operation. In accordance with Council's recommendation, a review was conducted by the Scrutiny Office between December 2010 and March 2011. The review was conducted through a questionnaire sent to all Members and two sets of focus group meetings which discussed the effectiveness of the current arrangements and possible options for change.

Members were requested to consider the review in the context of the Centre for Public Scrutiny's four principles of good scrutiny (as set out on page 3):

Evidence received during the review highlighted that:

- Members were highly supportive of Task and Finish Groups. Systematic monitoring of the implementation of accepted recommendations made by Task and Finish Groups was viewed as an important element in demonstrating the outcomes from scrutiny work
- Timely and responsive pieces of work, such as the Ad Hoc Scrutiny on East Barnet, and the scrutiny of the One Barnet Programme through the One Barnet Overview & Scrutiny Panel were supported by Members
- Scrutiny carried out at formal meetings was seen to have made a number of valuable contributions to policy development, particularly through pre-decision Scrutiny
- the committee structure lacked clarity and resulted in overlap in a number of areas (for example pre-decision scrutiny requests from multiple committees, and a lack of awareness by committees/sub-committees of Task and Finish Group work that related to their terms of reference).
- the Policy & Performance Overview & Scrutiny Committee had failed to fulfil its terms of reference due to the infrequency of its meetings.
- Members were supportive of a scrutiny specific Member Development Programme being implemented during 2011/12

On 21 March 2011, a special meeting of the Business Management Overview & Scrutiny Sub-Committee received the findings of the review. A number of options for reforming the overview and scrutiny function were presented, and the Sub-Committee were requested to make recommendations to the overarching Policy & Performance Overview & Scrutiny Committee and Special Committee (Constitution Review) on a preferred option for change. The possible options presented were:

Option One – a commissioning based approach to Overview & Scrutiny

Introduction of a single overarching Overview & Scrutiny Committee to commission time limited Ad Hoc Committees, Scrutiny Panels and Task and Finish Groups as it saw fit.

Option Two – revision to the existing structure

Merge the roles of the Policy & Performance Overview & Scrutiny Committee and Business Management Overview & Scrutiny Sub-Committee, and create an overarching Business Management Overview & Scrutiny Committee, two Sub-Committees (to consider One Barnet and Health) and commission scrutiny bodies (Ad Hoc Committees, Scrutiny Panels and Task and Finish Groups) as it saw fit.

Option Three – freestanding Overview and Scrutiny Committees

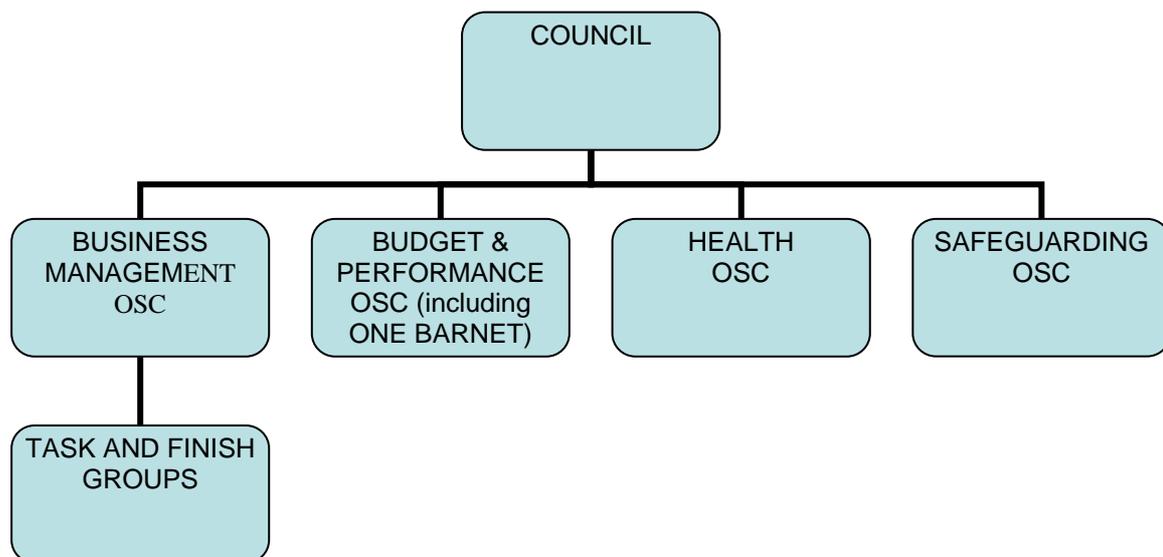
Proposed a reduction in the number of formal Committees/sub-Committees from six to four (Business Management, Budget & Performance, Safeguarding and Health), all of which would report directly to Council.

Option Four – continuation of current structure with reformation of the Policy & Performance Overview & Scrutiny Committee

Proposed the deletion of the Business Management Overview & Scrutiny sub-Committee (with responsibilities of the sub-Committee transferring to the Policy & Performance Overview & Scrutiny Committee).

Following consideration of the various options proposed, the Business Management Overview & Scrutiny sub-Committee recommended Option Two to the Policy & Performance Overview & Scrutiny Committee and Special Committee (Constitution Review). The Special Committee (Constitution Review) endorsed Option Three and recommended that the Council implement this revised structure in May 2011.

Overview and Scrutiny Structure 2011/12



The Overview and Scrutiny Committee structure above reduced the number of formal Committees to four, with all Committees now reporting directly to Council. To reflect the increasing profile and importance of the One Barnet programme, the One Barnet Overview & Scrutiny Panel has been merged into the formal Budget and Performance Overview & Scrutiny Committee.

The new structure has also established an Overview & Scrutiny Committee for Safeguarding. This Committee fulfil the functions previously carried out by the Adult Social Services Overview & Scrutiny sub-Committee, and the Children's Service Overview & Scrutiny sub-Committee.

The new structure will be reviewed in 12 months time and details of this review will be reported in next year's annual report.

Appendix 1 – Call-ins

Total Number of Call-ins by Year:

Year	Number
2006-07	53
2007-08	45
2008-09	40
2009-10	11
2010-11	24

Detail of Call ins:

Date	Item called in
28 March 2011	Former Watling Boys Club Dryfield Road Burnt Oak HA8 9JU
29 March 2011	Local Development Framework North London Waste Plan
2 March 2011	Customer Services Organisation and New Support Organisation: Options Appraisal
14 February 2011	Options for the Future of Housing with Support for Older People
14 February 2011	Results of the Consultation on Changes to the Fairer Policy and Recommendations
14 February 2011	Proposed Reductions of Children’s Centres and Restructured Services in Barnet
14 February 2011	Environment and Operations Fees and Charges
14 February 2011	Budget Council Tax and Medium Term Financial Strategy 2011/12-2013/14

Date	Item called in
13 January 2011	Fees and Charges for Environment and Operations
13 January 2011	Fees and Charges for Environment and Operations
29 November 2010	Adults In-House Service Review – Initiation of Full Business Case
29 November 2010	Future of the Parking Service
29 November 2010	One Barnet Passenger Transport Service
29 November 2010	One Barnet Framework
29 November 2010	Development and Regulatory Services Project – Initiation of Procurement
30 November 2010	Stanley Road Playing Fields and Former Herbert Wilmore Centre
20 October 2010	Housing Support Options for Older People
20 October 2010	Financial and Business Planning 2011-2014
19 July 2010	Monitoring 2010/11
19 July 2010	Conversion of Schools to Academy Status, Transfer of Land
19 July 2010	Refocusing Resources and Activity on the Maintenance & Development of the Borough's Highways
27 July 2010	Award of Implementation Partner Contract
17 July 2010	Final Outturn Position 2009/10
21 June 2010	Review of Barnet's Housing Allocations Policy

Appendix 2 Task and Finish Group / Scrutiny Panel Recommendations

Group / Panel Data

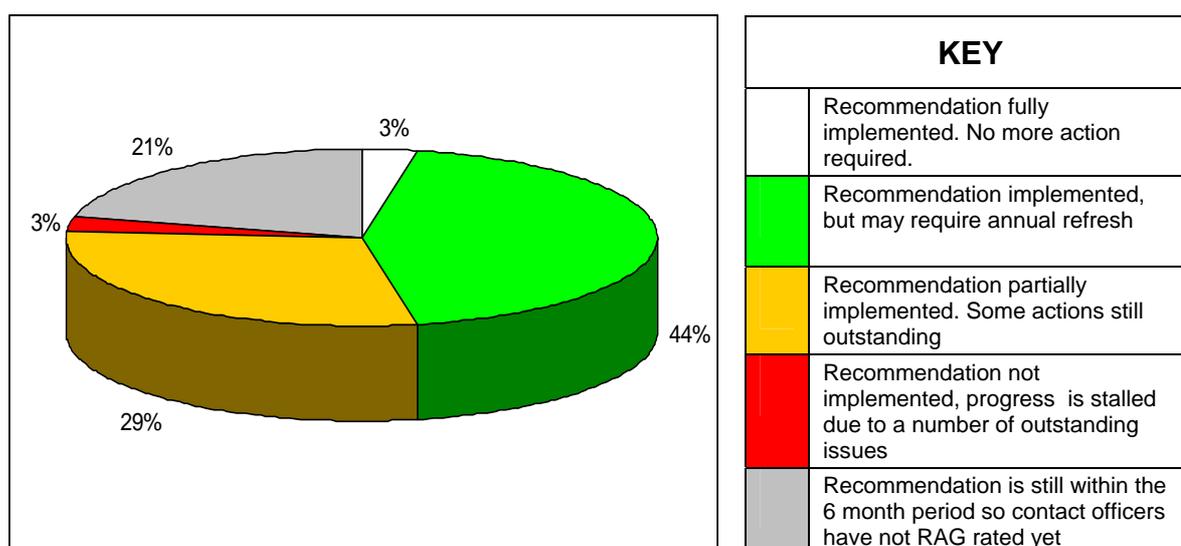
Total number of Task and Finish Groups	Total number of Panels	Total number of Recommendations
8	1	38

**Note: data above incorporates recommendations made by Task and Finish Groups and Scrutiny Panels since mid-2009*

Implementation Status of Recommendations

	Completed	Green	Amber	Red	To be confirmed	Total
Number	1	17	11	1	8	38
Percent	3%	44%	29%	3%	21%	100%

Figure 3: Recommendations by status as at 31 May 2011



**Details of recommendations made by Task and Finish Groups / Scrutiny Panels (accepted by Cabinet) are retained by the Scrutiny Office and are available on request*

Council Meeting
12 July 2011

REPORT OF THE HEAD OF GOVERNANCE
AGENDA ITEM 4.4

**4.4.1. REPORT EXEMPT FROM CALL-IN: NORTH LONDON SUB-REGION: 2011-12
RE:NEW PROGRAMME**

These matters are reported to the Council to meet Constitutional requirements. No action is required by the Council and the decision has been implemented.

In the case listed below, the Chairman of the Business Management Overview and Scrutiny Committee agreed that the decision proposed was reasonable in all the circumstances, was urgent and therefore had consented to the proposed decisions being exempted from call-in:

1. The Leader of the Council, Councillor Richard Cornelius on 25 June 2011 approved authorisation for the Council to (i) enter into a grant agreement with the London Development Agency (LDA) to set up a North London RE:NEW Programme and, (ii) to commence the tender process for the appointment of managing agents for the scheme.
The decisions to enter into the LDA's Grant Agreement and to commence the tender process for the appointment of the managing agents for the scheme were considered to be urgent. A delay involved in awaiting call-in to the Business Management Overview and Scrutiny Committee whose next meeting was not due to take place until 11 July 2011, would mean that the procurement process could not commence until after this time, which in turn, would prejudice the spending of the LDA allocation by 31 March 2012.

4.4.2 FILMING AND RECORDING OF COUNCIL AND COMMITTEE MEETINGS

At their meeting of 30 March 2011, the General Functions Committee received a report considering the Council's current position on the filming and recording of meetings. This report is enclosed at Annex 1.

The General Functions Committee requested that the financial implications of various options for introducing a webcasting system be reported to this Council meeting. This information is set out below.

Installing a webcasting system in the Council Chamber and/or Committee Rooms at Hendon Town Hall or other meeting venue(s) will have a financial implication for the Authority. Officers have made initial enquiries with a number of webcasting providers and ascertained that the minimum annual revenue cost to the Authority would be approximately £14,000 to £16,000 per annum. This figure would cover a fixed 'off the shelf' solution which would include installation, equipment hire, support services and up to 80 hours of content streaming per annum, which equates to the webcast of approximately 25 to 30 formal meetings. This solution would provide a basic level of webcasting provision in the Council Chamber and Committee Room One. The above figures do not include the staffing costs of operating the system and it is likely that the

requirements of the Authority and the layout of the Town Hall would increase the annual revenue cost significantly above the figures quoted above.

Additional functionality, such as webcasting for other meeting rooms at Hendon Town Hall or a mobile system for use in external venues would incur additional cost implications. Different providers also offer a number of further options in terms of functionality such as additional cameras, post-meeting editing facilities and staff training programmes. Additional functionalities could proportionately raise the annual revenue cost to as much as £50,000 to £60,000 for a full set of additional services.

Council is asked whether to agree in principle to proceed with a webcasting project in light of the financial information given above. Officers would then prepare a scoping report for consideration by the General Functions Committee setting out recommendations for implementing webcasting for the Authority.

Members are also asked to consider the Council's current position on permitting the public to film and record meetings as set out in the General Functions report, in light of the letter sent to all Council Leaders from Bob Neill MP, Parliamentary Under Secretary of State at the Department of Communities and Local Government, on 23 February 2011.

RECOMMEND:

- (1) That Council consider whether to agree in principle to proceed with a project to webcast Council and Committee meetings.**
- (2) That Council consider the current position of filming and recording of meetings by members of the public.**

4.4.3 ADULTS IN-HOUSE SERVICES (MORE CHOICES) – APPOINTMENTS TO THE SHADOW BOARDS

- 4.1 On 29 November 2010 Cabinet approved the decision to develop a business case for the implementation of a Local Authority Trading Company (LATC), which would result in the transfer of Learning Disability Services, Physical and Sensory Impairment Disability Services and Mental Health in-house provider Services to the LATC.
- 4.2 On 24 May 2011, Cabinet Resources Committee resolved to approve the Adults In House Services Business Case, in order that the Council can:
 - Appoint a LATC Shadow Board to begin contract negotiation between the Council and LATC
 - Set up a holding company in the form of LATC, of which Barnet Homes (BH) would be a subsidiary
 - Set up a subsidiary LATC for the management of those Adults Social Services currently provided in-house
 - Transfer the adult social care service provision from the management of the Council to the LATC following approval of the business plan.
- 4.3 Council is asked to confirm the LATC Holding Company Shadow Board, the Adult Social Care LATC Subsidiary Shadow Board and the Membership of these Shadow Boards.

4.4 The Membership of the Shadow Boards are outlined below –

LATC Holding Company Shadow Board

Membership	Position
Independent Chairman	BH Board Member
Council Representative	LBB Cabinet Member for Adults
LATC Chief Executive	BH Chief Executive Officer
Financial Director	BH Business Director
Council shareholder representation	LBB Director for Adult Social Services and Health

Adult Social Care LATC Subsidiary Shadow Board

Membership	Position
Chief Executive	BH Chief Executive Officer
Operational Director	LBB LD Service Manager
Financial Director	BH Business Director
Non-Executive Director	LBB Assistant Director for Strategic Finance
Non-Executive Director	LBB Head of Strategic Commissioning and Supply Management for Adult Social Care and Health

- 4.5 Council is also asked to confirm the appointment of the Cabinet Member for Adults as the Council Representative on the LATC Holding Company Shadow Board and the LBB Director for Adult Social Services and Health as the Council shareholder representation on the LATC Holding Company Shadow Board.
- 4.6 Council is further asked to confirm the appointment of the Assistant Director for Strategic Finance and the Head of Strategic Commissioning and Supply Management for Adult Social Care and Health as Non-Executive Directors to the Adult Social Care LATC Subsidiary Shadow Board.
- 4.7 Council is asked to note that non-Council members of the LATC Holding Company Shadow Board and the Adult Social Care LATC Subsidiary Shadow Board will be bound by confidentiality agreements and that all members will be representing the Local Authority Trading Company.

RECOMMEND

That Council confirms –

- (1) The LATC Holding Company Shadow Board and the Membership of this Shadow Board.**

(2) The Adult Social Care LATC Subsidiary Shadow Board and the Membership of the subsidiary Shadow Board.

(3) That Council confirms the Memberships as below-

LATC Holding Company Shadow Board

- **Cabinet Member for Adults as the Council Representative**
- **LBB Director for Adult Social Services and Health as the Council shareholder representation**

Adult Social Care LATC Subsidiary Shadow Board.

- **Assistant Director for Strategic Finance as a Non-Executive Director**
- **Head of Strategic Commissioning and Supply Management for Adult Social Care and Health as Non-Executive Director**

4.4.4 COUNCILLOR LYNNE HILLAN – LEAVE OF ABSENCE

Due to ill health, Councillor Lynne Hillan had not been able to attend any meetings of the Authority since 1 March 2011. The Leader of the Council, Councillor Richard Cornelius has requested that, pursuant to Section 85 (1) of the Local Government Act 1972, Council be asked to approve Councillor Hillan's absence from meetings of the Authority during the current municipal year on grounds of her ill health.

RESOLVED – That Council approve Councillor Lynne Hillan's absence from meetings of the Authority for the current municipal year.

**Aysen Giritli
Head of Governance**

ANNEX 1

Meeting	General Functions Committee
Date	30 March 2011
Subject	Filming and Recording of Council and Committee Meetings
Report of	Director of Corporate Governance
Summary	The Committee are requested to consider the Council's current position on filming and recording of meetings and whether this should be revisited in light of guidance recently issued by the Department for Communities and Local Government.

Officer Contributors	Zina Etheridge, Assistant Chief Executive Andrew Charlwood, Democratic Services
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix A – Letter to local authority leaders on access to meetings, Department for Communities and Local Government
For decision by	General Functions Committee
Function of	Council
Reason for urgency / exemption from call-in (if appropriate)	Not applicable

Contact for further information:

Andrew Charlwood, Democratic Services: 020 8359 2014 andrew.charlwood@barnet.gov.uk

1. RECOMMENDATIONS

- 1.1 That the Committee review the Council's current position on filming and recording of meetings in light of the letter to local authority leaders on access to meetings (Department for Communities and Local Government, 23 February 2011), as set out at Appendix A.**
- 1.2 That the Committee considers whether to amend the Council's current position on filming and recording to allow the public to film or otherwise record Council and committee meetings; or to amend the position to allow webcasting of Council and committee meetings.**
- 1.3 That the Committee indicate whether a report should be brought to a future meeting on the detailed financial implications of the various options for introducing a webcasting system to record Council and committee meetings.**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 General Purposes Committee, 21 November 1983 – the Committee decided to take no action on a Member's proposal that proceedings at Council meetings be fully recorded.
- 2.2 Policy & Resources Committee, 20 October 1993 – in response to a Member's item on the Committee agenda, the Chief Executive advised the Committee that unless a full report was prepared and a formal arrangement agreed, filming/recording at meetings would continue to not be permitted. The Committee noted this position.
- 2.3 Council, 26 June 2007 – granted permission to a media organisation to film proceedings at the Planning & Environment Committee and/or Area Planning Sub-Committees and agreed that a report should be presented to the General Functions Committee on the Council's policy relating to filming and audio recording council/committee meetings.
- 2.4 General Functions Committee, 16 January 2008 – considered a report on a six-month pilot scheme whereby media organisations were permitted to record specified committee meetings. The committee resolved to:
 - (i) permit filming of Council function committees meetings by reputable broadcast organisations;
 - (ii) that requests to film council, committee or sub-committee meetings be considered by the on a case by case basis at the discretion of the chairman and that the Communication Director be instructed to produce a protocol for media organisations to follow; and
 - (iii) that where requests for filming are agreed, communications staff be present at all times when filming is taking place.
- 2.5 Council, 8 September 2009 – considered a policy item, proposed by Councillor Jack Cohen, which requested that Cabinet develop a strategy for

providing webcams at council and committee meetings. The policy item was amended at the meeting as follows:

“Council notes that other local authorities have begun webcasting meetings at considerable cost. In way of comparison, for the neighbouring Borough of Camden, the cost is £38,000 per annum with number of live audience viewings ranging from just 15 to 40 per meeting.

Council believes that the democratic process should be as open as possible, but that methods of communication must be justifiable in terms of reach in relation to cost.

Council therefore asks Cabinet to ensure that public attendance at, and participation in, meetings is encouraged through cost effective means.”

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

3.1 The three priority outcomes set out in the 2010/13 Corporate Plan are:-

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

3.2 Under the priority of ‘Sharing opportunities and sharing responsibilities’, a strategic objective is to ‘develop a new relationship with residents so they are able to more effectively contribute to making Barnet and its residents successful’ and a top improvement initiative is to ‘develop tools to support our new relationship with citizens’.

4. RISK MANAGEMENT ISSUES

4.1 On 23 February 2011, a letter was issued to all Council Leaders by Bob Neil MP on the subject of access to meetings, urging councils to embrace the Government’s transparency drive and give “citizens the opportunity to access and experience their local democracy using modern communication methods.”

4.2 Barnet’s current position is that it does not generally permit the recording of meetings (as set out in decisions taken by the responsible bodies of the Council between 1983 and 2008).

4.3 The Committee are requested to review the current position on filming and recording of meetings as failure to take into consideration government guidance carries a reputational risk for the authority.

4.4 Enforcing the Council’s current policy carries a risk that formal meetings of the Council could be disrupted if the Chairman or council officers seek to prevent members of the public from filming or recording proceedings. Enforcement is also problematic given the capabilities of mobile devices to film and record.

4.5 Permitting members of the public to film and record meeting carries a minor risk that comments made by Members or officers during meetings could be

taken out of context and used to suit particular purposes. This risk could be mitigated by the Council using a webcasting system to film and record meetings in their entirety and making this content available online.

- 4.6 Whilst webcasting of meetings is an option that the Committee are being requested to consider as part of this report, procuring and installing a system will take time. Members are, therefore, requested to make a decision regarding whether the Council's current position on filming and recording of meetings should be amended to accord with the guidance issued by the Department of Communities and Local Government.
- 4.7 In order to ensure that the Council complies with its obligations under the Data Protection Act 1998, any webcasting should be conducted in accordance with best practice and any guidance from the Information Commissioner.

5. EQUALITIES AND DIVERSITY ISSUES

- 5.1 Permitting members of the public to film/record meetings or the Council itself filming or recording meetings would enable a greater number of residents to access the democratic process, including those who find physical attendance at committee meetings difficult due to reduced mobility or caring responsibilities.

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

- 6.1 Permitting members of the public to film and record council or committee meetings carries no direct financial implications for the authority.
- 6.2 Installing a webcasting system in the council chamber and/or committee rooms at Hendon Town Hall or other meeting venue(s) will result have financial implications for the authority. Indicative costings have been obtained from a leading provider of webcasting equipment for local authorities. The Council has been advised that the annual revenue cost to the authority would be approximately £14-16K per annum, including: installation; equipment hire; support services (including live monitoring, content hosting, streaming, project management, licence cost, equipment installation and hire); and 80 hours of content streaming.
- 6.3 Should the Committee wish to pursue webcasting as an option, detailed costings would need to be obtained from a number of different providers in accordance with the Council's Contract Procedure Rules to ensure that the authority are receiving best value. Accordingly, a further report would need to come before the Committee:
- detailing the full capital/revenue costs of the alternate options; and
 - identifying an appropriate departmental budget to meet the capital and/or revenue costs.

7. LEGAL ISSUES

- 7.1 Section 100A(7) of the Local Government Act 1972 (as amended), empowers the Council to 'permit the taking of photographs of any proceedings, or the use of any means to enable persons not present to see or hear any proceedings (whether at the time or later), or the making of any oral report on any proceedings as they take place.'
- 7.2 On 1 March 2011, the Council received a letter from Bindmans solicitors, instructed by Barnet Trade Union Council, on the position relating to filming, recording and using social media at the Council meeting on 1 March 2011. The challenge alleged that the Council's current stance breached the European Convention on Human Rights and recently issued guidance from the Department for Communities and Local Government.
- 7.3 A response was sent to Bindmans, on the basis that grant of permission to film and record at the Council meeting was at the discretion of the Mayor and that the Mayor would consider this request prior to the meeting. The response also confirmed that the Council was presently in the process of considering, in light of the recent letter from the Department of Communities and Local Government, the adoption of an appropriate policy on filming, blogging and tweeting. Bindmans were informed that the process should be allowed to take its normal course which would involve consultation with appropriate persons. The response also stated that there would be a report to a future meeting of the General Functions Committee on the subject and this report is pursuant to that undertaking.

8. CONSTITUTIONAL POWERS

- 8.1 Part 3, Section 2 of the Council's Constitution details the responsibilities of the General Functions Committee.

9 BACKGROUND INFORMATION

- 9.1 The Committee are requested to consider whether the Council's current position on the filming and recording of meetings should be revisited in light of the recent guidance issued by the Department of Communities and Local Government and the letter received from Bindmans Solicitors. The Committee will also wish to take note of technological developments which mean that filming can take place in an unobtrusive fashion, for instance using a mobile phone. This means that filming can be carried out in a non-disruptive fashion. It also means that it may be difficult to detect that filming is being conducted. Prohibiting such filming is also extremely difficult to enforce.
- 9.2 If the Committee agrees that the existing position on filming and recording should be re-considered, there are two main options (although there are, of course, variations on these options):
- (i) Filming could be permitted by anyone in any Council or committee meeting, subject to it being non-disruptive; or

- (ii) Webcasting of Council, Cabinet and other key committee meetings, with the public not permitted to film separately.

9.3 The Committee are also requested to determine whether work should be undertaken to determine the detailed financial and practical implications of the various options for introducing a webcasting system to record Council and committee meetings.

10. LIST OF BACKGROUND PAPERS

10.1 None

Finance: JH/MC

Legal: MM



To All Council Leaders
cc Monitoring Officers

Bob Neill MP
Parliamentary Under Secretary of State

**Department for Communities and Local
Government**

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Bressenden Place
London SW1E 5DU

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www.communities.gov.uk

23 February 2011

Dear Colleague,

Access to Meetings

As part of the Government's transparency drive I want to highlight the importance of your council giving citizens the opportunity to access and experience their local democracy using modern communication methods. It is essential to a healthy democracy that citizens everywhere are able to feel that their council welcomes them to observe local decision-making and through modern media tools keep others informed as to what their council is doing. The mainstream media also needs to be free to provide stronger local accountability by being able to film and record in meetings without obstruction.

Councils are now faced with important budget decisions affecting the day to day lives of people living and working in their communities. Council meetings have long been open to interested members of the public and recognised journalists, and with the growth of online film, social media and hyper-local online news they should equally be open to 'Citizen Journalists' and filming by mainstream media. Bloggers, tweeters, residents with their own websites and users of Facebook and YouTube are increasingly a part of the modern world, blurring the lines between professional journalists and the public.

There are recent stories about people being ejected from council meetings for blogging, tweeting or filming. This potentially is at odds with the fundamentals of democracy and I want to encourage all councils to take a welcoming approach to those who want to bring local news stories to a wider audience. The public should rightly expect that elected representatives who have put themselves up for public office be prepared for their decisions to be as transparent as possible and welcome a direct line of communication to their electorate. I do hope that you and your colleagues will do your utmost to maximise the transparency and openness of your council.

I do recognise that there are obligations on whoever is filming or publishing information – be it the council itself or a citizen or mainstream journalist – under the Data Protection Act 1998. But I do not see these obligations as preventing access for journalism. Nor are there grounds for any council

seeking to obstruct a citizen or other journalist from processing information. The Information Commissioner's Office has told us that:

' In the absence of any other legal barrier to comment, publication, expression and so on, the Act in and of itself would not prevent such processing of information.

In the majority of cases the citizen blogging about how they see the democratic process working is unlikely to breach the data protection principles.

In the context of photographing or filming meetings, whilst genuine concerns about being filmed should not be dismissed, the nature of the activity being filmed – elected representatives acting in the public sphere – should weigh heavily against personal objections'.

Moreover there are within the Act itself exemptions from the data protection principles which might apply in the circumstances of the citizen journalist. The first exemption relates to processing of information for journalistic purposes (section 32), the second for the processing of information for domestic purposes (section 36).

In short transparency and openness should be the underlying principle behind everything councils do and in this digital age it is right that we modernise our approach to public access, recognising the contribution to transparency and democratic debate that social media and similar tools can make.

I copy this letter to your monitoring officer given their responsibility for advising on your council's procedures and decision-making arrangements.

A handwritten signature in black ink, appearing to read 'Bob Neill', with a large, stylized initial 'B' and a long, sweeping tail.

BOB NEILL MP

Council: Tuesday, 12 July 2011

ITEM 4.6 - QUESTIONS TO REPRESENTATIVES ON OUTSIDE BODIES

Question in the name of;

1. **Councillor Pauline Coakley-Webb**

How have you represented to North London Waste Authority the concerns and opposition of many residents in Barnet regarding the proposed waste treatment plant at Pinkham Way?

To: Councillor Brian Coleman, Council representative on the North London Waste Authority

Response to be provided at the meeting.

2. **Councillor Barry Rawlings**

The alleged need for a waste treatment plant at Pinkham Way is partly a consequence of Barnet's failure to meet and increase re-cycling and waste reduction targets. What commitment have you made to NLWA to increase re-cycling and reduce waste in Barnet?

To: Councillor Brian Coleman, Council representative on the North London Waste Authority

Response to be provided at the meeting.