

**MEETING**

**BUSINESS MANAGEMENT OVERVIEW AND SCRUTINY COMMITTEE**

**DATE AND TIME**

**WEDNESDAY 3RD JULY, 2013**

**AT 7.00 PM**

**VENUE**

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

**TO: MEMBERS OF BUSINESS MANAGEMENT OVERVIEW AND SCRUTINY COMMITTEE (Quorum 3)**

Chairman: Councillor Hugh Rayner (Chairman),  
Vice Chairman: Councillor Brian Salinger (Vice-Chairman)

**Councillors**

Maureen Braun	Kath McGuirk	Barry Rawlings
Jack Cohen	Alison Moore	Andrew Strongolou
Brian Gordon	Rowan Quigley Turner	

**Substitute Members**

Geoffrey Johnson	Susette Palmer	Brian Schama
John Marshall	Lord Palmer	Alan Schneiderman

**You are requested to attend the above meeting for which an agenda is attached.**

**Andrew Nathan – Head of Governance**

Governance Services contact: Andrew Charlwood 020 8359 2014  
andrew.charlwood@barnet.gov.uk

Media Relations contact: Sue Cocker 020 8359 7039

**ASSURANCE GROUP**

## ORDER OF BUSINESS

Item No	Title of Report	Pages
1.	Minutes	
2.	Absence of Members	
3.	Declaration of Members' Interests a) Disclosable Pecuniary Interests and Non Pecuniary Interests b) Whipping Arrangements (in accordance with Overview and Scrutiny Procedure Rule 17)	
4.	Public Question Time (if any)	
5.	Members' Item - Your Choice Barnet  (submitted in accordance with Overview and Scrutiny Procedure Rule 9)	1 - 6
	<b>Call-in</b>	
6.	Any matters Referred by Members of the Committee relating to key decisions made by:  Cabinet 24 <sup>th</sup> June 2013 Cabinet Resources Committee 24 <sup>th</sup> June 2013; or Any action taken by Cabinet Member(s) and /or Directors/Chief Officers under delegated powers (Executive Functions)	
	<b>Councillor Calls for Action</b>	
7.	Councillor Calls for Action  (Submitted in accordance with Overview and Scrutiny Procedure Rule 22) <i>(if any)</i>	
	<b>Business of the Committee</b>	
8.	Task and Finish Groups Recommendation Tracking - Early Intervention and Prevention Update	To Follow
9.	Business Management Overview and Scrutiny Committee Work Programme	7 - 14

10.	Any Other Items the Chairman Decides are Urgent	

### **FACILITIES FOR PEOPLE WITH DISABILITIES**

Hendon Town Hall has access for wheelchair users including lifts and toilets. If you wish to let us know in advance that you will be attending the meeting, please telephone Andrew Charlwood 020 8359 2014 [andrew.charlwood@barnet.gov.uk](mailto:andrew.charlwood@barnet.gov.uk). People with hearing difficulties who have a text phone, may telephone our minicom number on 020 8203 8942. All of our Committee Rooms also have induction loops.

### **FIRE/EMERGENCY EVACUATION PROCEDURE**

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You should proceed calmly; do not run and do not use the lifts.

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Meeting	Business Management Overview and Scrutiny Committee
Date	3 July 2013
<b>Subject</b>	<b>Member's Item</b>
Report of	Scrutiny Office
Summary	This report informs the Committee of a Member's Item and requests instructions from the Committee.

Officer Contributors	Andrew Charlwood, Overview and Scrutiny Manager
Status (public or exempt)	Public
Wards Affected	All
Key Decision	N/A
Reason for urgency / exemption from call-in	N/A
Function of	Business Management Overview and Scrutiny Committee
Enclosures	None
Contact for Further Information:	Andrew Charlwood, Overview and Scrutiny Manager, 020 8359 2014, <a href="mailto:andrew.charlwood@barnet.gov.uk">andrew.charlwood@barnet.gov.uk</a>

## **1. RECOMMENDATIONS**

**1.1 The Committee's instructions on the Members' Item are requested.**

## **2. RELEVANT PREVIOUS DECISIONS**

2.1 None.

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

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

3.2 The three priority outcomes set out in the 2013 – 2016 Corporate Plan are: –

- Promote responsible growth, development and success across the borough.
- Support families and individuals that need it – promoting independence, learning and well-being.
- Improve the satisfaction of residents and businesses with the London Borough of Barnet as a place to live, work and study.

## **4. RISK MANAGEMENT ISSUES**

4.1 None in the context of this report. Any risk implications would be addressed in the context of the Task and Finish Group / Scrutiny Panel review should the Committee decide to commission a working group to examine the issue raised.

## **5. EQUALITIES AND DIVERSITY ISSUES**

5.1 Equality and diversity issues are a mandatory consideration in decision-making in the council pursuant to the Equality Act 2010. This means the council and all other organisations acting on its behalf must have due regard to the equality duties when exercising a public function. The broad purpose of this duty is to integrate considerations of equality and good relations into day to day business requiring equality considerations to be reflected into the design of policies and the delivery of services and for these to be kept under review. Health partners as relevant public bodies must similarly discharge their duties under the Equality Act 2010 and consideration of equalities issues should therefore form part of their reports.

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 Any use of resources implications would be addressed in the context of the Task and Finish Group / Scrutiny Panel review, should the Committee decide to commission a working group to examine the issue raised.
- 6.2 When reaching a decision as to whether to commission a scrutiny review, the Committee should be mindful of the resources available to support the review. The Scrutiny Office are currently supporting additional review work in the following areas:
- Children's Centres / Early Years Review;
  - NHS Health Checks; and
  - Road Safety (currently on hold)
- 6.3 Scrutiny Officers will be in attendance at the meeting to assist the Committee in prioritising their review work in the context of the resources available to them.

## **7. LEGAL ISSUES**

- 7.1 Section 21 of the Local Government Act 2000 provides that the Executive arrangements by a local authority must:
- (1) include provision for the appointment by the authority of one or more overview and scrutiny committees.
  - (2) ensure that their overview and scrutiny committees have power between them –
    - i) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the executive,
    - ii) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are the responsibility of the executive,
    - iii) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the executive,
    - iv) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are not the responsibility of the executive,
    - v) to make reports or recommendations to the authority or the executive on matters which affect the authority's area or the inhabitants of that area".

## **8. CONSTITUTIONAL POWERS (Relevant section from the Constitution, Key/Non-Key Decision)**

8.1 Council Constitution, Overview and Scrutiny Procedure Rules – sets out the terms of reference of the Business Management Overview and Scrutiny Committee which includes:

- i) To have overall responsibility for monitoring and coordinating overview and scrutiny work across the authority.
- ii) To appoint scrutiny panels and task and finish groups needed to facilitate the overview and scrutiny function.
- iii) To coordinate and monitor the work of scrutiny panels and task and finish groups, including considering reports and recommendations and referring to the relevant decision-making body

8.2 Council Constitution, Overview and Scrutiny Procedure Rules, Paragraph 8.1 states that “Any member of an Overview and Scrutiny Committee shall be entitled to give notice to the Head of Governance that he/she wishes an item relevant to the functions of the Committee to be included on the agenda for the next available meeting of the Committee. On receipt of such a request, the Head of Governance will ensure that the item is included on the next available agenda”.

## **9. BACKGROUND INFORMATION**

9.1 Councillor Barry Rawlings has requested that a Member’s Item be brought to the committee in relation to commissioning a scrutiny review of Your Choice Barnet. Councillor Rawlings has submitted the following information with his request:

“To ask for a scrutiny task and finish group or ad-hoc panel to review the progress of Your Choice Barnet to include the following:

- Lessons learned from the outsourcing of the ‘Your Choice’ bundle of adults services to a Local Authority Trading Company
- Review of the business plan including the financial model and the recent decision to downgrade staff
- Taking evidence from parents and service users about their experience of the services
- Taking evidence from staff and trades unions about the impact of the re-structure on services
- Seeking best practice from other councils and providers”

9.2 The Committees instructions are requested on this Members Item.

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

10.1 None.



<b>Cleared by Finance</b>	<b>AD</b>
<b>Cleared by Legal</b>	<b>SW</b>

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Meeting	Business Management Overview & Scrutiny Committee
Date	3 July 2013
<b>Subject</b>	<b>Business Management Overview &amp; Scrutiny Committee Forward Work Programme 2013/14</b>
Report of	Scrutiny Office
Summary	This report outlines the Committee's draft work programme for 2013/14

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Officer Contributors	Anita Vukomanovic Overview & Scrutiny Officer
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix – Business Management Overview and Scrutiny Committee Work Programme 2013/14
Reason for urgency / exemption from call-in	N/A

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

## **1. RECOMMENDATION**

- 1.1 That the Committee consider and comment on the items included in the 2013/14 work programme of the Business Management Overview and Scrutiny Committee as set out in the Appendix.**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 None.

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

- 3.1 The Overview and Scrutiny Committees, Panels and Task and Finish Groups must ensure that the work of Scrutiny is reflective of the Council's priorities.
- 3.2 The three key priorities set out in the 2013-16 Corporate Plan are: –
- Supporting families and individuals that need it – promoting independence, learning and wellbeing,
  - Improving the satisfaction of residents and businesses with the London Borough of Barnet as a place to live, work and study,
  - Promoting responsible growth, development and success across the borough.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 None.

## **5. EQUALITIES AND DIVERSITY ISSUES**

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

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

- 6.1 None in the context of this report.

## **7. LEGAL ISSUES**

- 7.1 None in the context of this report.

## **8 CONSTITUTIONAL POWERS**

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

## **9. BACKGROUND INFORMATION**

- 9.1 The Business Management Overview and Scrutiny Committee's Work Programme 2013/14 indicates items of business for the 2013/14 municipal year.
- 9.2 The work programme of this Committee is intended to be a responsive tool, which will be updated on a rolling basis following each meeting, for the inclusion of areas which may arise through the course of the year.
- 9.3 The Committee is empowered to agree its priorities and determine its own schedule of work within the programme.

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

- 10.1 None.

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**London Borough of Barnet  
Business Management Overview  
and Scrutiny Committee  
May 2013 – May 2014**

Contact: Andrew Charlwood, 0208 359 2014, [andrew.charlwood@barnet.gov.uk](mailto:andrew.charlwood@barnet.gov.uk)

Subject	Decision requested	Cabinet Member	Author
<b>3 July 2013</b>			
Task and Finish Groups Recommendation Tracking – Early Intervention and Prevention Update	The Committee have requested an update on the methodology used by Delivery Units to RAG rate the progress made in implementing recommendations made by task and finish groups (with specific reference to the Early Intervention TFG reported to committee on 2 May 2013)	N/A	Family Services / Scrutiny Office
Members' Item – Scrutiny Review of Your Choice Barnet	A Members' Item has been received which calls for a the Committee to commission a scrutiny review of Your Choice Barnet	Cabinet Member for Adults	Scrutiny Office
<b>7 October 2013</b>			
Task and Finish Groups / Scrutiny Panels - Recommendation Tracking	Ongoing monitoring of implementation of recommendations made by Task and Finish Groups and Scrutiny Panels (accepted by Cabinet only) at six-monthly intervals. <ul style="list-style-type: none"> <li>• Contract Monitoring and Community Benefit TFG</li> <li>• Carbon Footprint TFG</li> <li>• Health and Social Care Integration TFG</li> </ul>	N/A	Scrutiny Office
Saracens Controlled Parking Zone	The Committee are to receive an update of the review of the Saracens Cophall CPZ scheme conducted at the end of the current season.	N/A	Street Scene Delivery Unit
<b>18 November 2013</b>			



Subject	Decision requested	Cabinet Member	Author
Task and Finish Groups / Scrutiny Panels - Recommendation Tracking	<p>Ongoing monitoring of implementation of recommendations made by Task and Finish Groups and Scrutiny Panels (accepted by Cabinet only) at six-monthly intervals.</p> <ul style="list-style-type: none"> <li>• Secondary School Places OSP</li> <li>• Early Intervention and Prevention Services (Children's Services) TFG</li> <li>• Education Strategy</li> </ul>	N/A	Scrutiny Office
<b>6 January 2014</b>			
<b>11 March 2014</b>			
<b>23 April 2014</b>			
Overview and Scrutiny Annual Report	Members are requested to consider the Overview and Scrutiny Annual Report for referral to Annual Council.	N/A	Scrutiny Office
<b>Items to be allocated</b>			
North London Waste Authority	Committee to consider arrangements for scrutiny of the work of the North London Waste Authority (including possible joint scrutiny arrangements with other constituent boroughs)	Cabinet Member for Environment	TBC
Crime and Disorder Scrutiny	Committee to determine arrangements for crime and disorder scrutiny 2013/14	Cabinet Member for Resident Safety and Engagement	TBC

<b>Subject</b>	<b>Decision requested</b>	<b>Cabinet Member</b>	<b>Author</b>
Brent Cross / Cricklewood Scheme	The Committee request to receive an annual report on the Brent Cross / Cricklewood Scheme to update the Committee on the progress of the scheme	Leader of the Council	Director for Place
Regeneration	Committee to receive an update on the progress of regeneration schemes in Barnet	Leader of the Council	Director for Place
Housing	TBC	Cabinet Member for Housing	Director for Place
Growth (inc. business engagement/intervention)	TBC	TBC	TBC
Skills, Enterprise and Employment (e.g. joint employment strategy with Job Centre Plus)	Committee to receive an update on the delivery of the Skills, Employment and Enterprise Action Plan 2012 – 2015.	Leader of the Council	Assistant Director Commissioning Strategy
Infrastructure	TBC	TBC	TBC