

# Meeting of the Council of the London Borough of Barnet

TO BE HELD ON

TUESDAY 10TH JULY, 2012 AT 7.00 PM

VENUE

HENDON TOWN HALL, THE BURROUGHS, NW4 4BG

A G E N D A



**CORPORATE GOVERNANCE DIRECTORATE**

To view agenda papers go to: <http://committeepapers.barnet.gov.uk/democracy/>

Agenda and Timetable  
Tuesday 10th July, 2012

Item	Subject	Timing	Page Nos
1.	<b>Part 1 Statutory formalities/Announcements</b>	<b>7.00pm - 7.15pm</b>	
1.1	Prayer - the Mayor's Chaplin	Rabbi Schochet	
1.2	Apologies for absence	To receive Members' apologies for absence.	
1.3	Minutes of the meeting held on 15 May 2012	To sign as a true record.	1 - 18
1.4	Declarations on Interest	To receive Members' declarations of interest.	
1.5	Official Announcements		
1.6	Resolution of Appreciation		
1.7	Any business remaining from the last meeting		
2.	<b>Part 2 - Question Time</b>	<b>7.15pm - 7.45pm</b>	
2.1	Questions to the Leader and Cabinet		To Follow
3.	<b>Part 3 - Business for debate</b>	<b>7.45pm - 9.30pm</b>	
	<b>Administration Business Item</b>		
3.1	Public Examinations - Councillor Andrew Harper		19 - 20
	<b>Opposition Business Item</b>		
3.2	Let the people decide if they want the £1bn 'One Barnet' gamble - Councillor Alison Moore		21 - 22
	<b>Non-Executive Business Items</b>		
3.3	Olympics and Paralympic Games - Councillor Brian Salinger		23 - 24
3.4	Olympic Games in London - Councillor Brian Gordon		25 - 26

	<b>Non-Executive Business Items</b>		
3.5	Barnet's Jubilee Beacon - Councillor Alan Schneiderman		27 - 28
3.6	Minute's silence for the victims of the 1972 Munich Olympic terrorist attack - Councillor Alison Moore		29 - 30
4.	<b>Part 4 - Statutory Council Business</b>	<b>9.30pm - 10:00pm</b>	
4.1	Petition for Debate		
4.2	Report from Cabinet		
4.3	Report from Business Management Overview and Scrutiny Committee - Overview and Scrutiny Annual Report 2011/12		31 - 52
4.4	Report from Audit Committee - Annual Report 2011-12		53 - 62
4.5	Report from Special Committee (Constitution Review)		To Follow
4.6	Report of the Chief Executive		63 - 64
4.7	Report of the Head of Governance		65 - 66
4.8	Report of the Monitoring Officer		
4.9	Questions to representatives on Outside Bodies		

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

---

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

Hendon Town Hall has access for wheelchair users including lifts and toilets. The Council Chamber has an induction loop so that those who have hearing difficulties can hear the debate. **If you wish to let us know in advance that you will be attending the meeting, please telephone Maria Lugangira on 020 8359 2761 (direct line).**

**People with hearing difficulties who have a text phone, may telephone our Minicom number on 020 8203 8942.**

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

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by Committee staff or by uniformed custodians. It is vital you follow their instructions.

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

Do not stop to collect personal belongings

Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions.

Do not re-enter the building until told to do so.

## Minutes

OF THE ANNUAL MEETING OF THE COUNCIL OF THE LONDON BOROUGH OF BARNET  
held at Hendon Town Hall, The Burroughs, NW4 4BG, on 15 May 2012

### AGENDA ITEM 1.3

#### PRESENT:-

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

#### Councillors:

Alex Brodtkin	Ross Houston	Brian Salinger
Anita Campbell	Anne Hutton	Kate Salinger
Pauline Coakley Webb	Sury Khatri	Gill Sargeant
Dean Cohen	David Longstaff	Joan Scannell
Jack Cohen	John Marshall	Brian Schama
Melvin Cohen	Kath McGuirk	Alan Schneiderman
Brian Coleman	Arjun Mittra	Mark Shooter
Geof Cooke	Alison Moore	Agnes Slocombe
Alison Cornelius	Charlie O-Macauley	Ansuya Sodha
Richard Cornelius	Graham Old	Stephen Sowerby
Tom Davey	Lord Palmer	Andrew Strongolou
Claire Farrier	Bridget Perry	Daniel Thomas
Anthony Finn	Wendy Prentice	Reuben Thompstone
Brian Gordon	Sachin Rajput	Jim Tierney
Eva Greenspan	Robert Rams	Rowan Turner
Andrew Harper	Barry Rawlings	Zakia Zubairi
Helena Hart	Hugh Rayner	
John Hart	Colin Rogers	

#### Apologies for Absence

Councillor Maureen Braun	Councillor Daniel Seal
Councillor Geoffery Johnson	Councillor Andreas Tambourides
Councillor Julie Johnson	Councillor Joanna Tambourides
Councillor Susette Palmer	Councillor Darrel Yawitch

#### 1. PRAYER - THE MAYOR'S CHAPLIN

The Mayor's Chaplin offered prayer.

#### 2. ELECTION OF THE MAYOR

The Worshipful the Mayor called for nominations for the election of Mayor of the London Borough of Barnet for the ensuing municipal year. Councillor John Marshall moved, seconded by Councillor Sury Khatri that Councillor Brian Schama be elected Mayor. Upon the motion being put to the vote, it was declared carried.

**RESOLVED – That Councillor Brian Schama be elected Mayor of the London Borough of Barnet for the ensuing municipal year 2012-13.**

Councillor Brian Schama then left the Council Chamber to robe. Upon his return, he was invested with the badge and chain of the office of Mayor.

The Worshipful the Mayor made the declaration prescribed by law accepting the office of Mayor and thanked the Council for the honour conferred upon him by his election and informed Council that he would be supporting two charities: Barnet Carers, which helps and supports over 5,000 carers, and Barnet Hospital – with any money raised helping to pay for specialised ward equipment for nursing stations.

#### **THE WORSHIPFUL THE MAYOR COUNCILLOR BRIAN SCHAMA IN THE CHAIR**

### **3. APPOINTMENT OF THE DEPUTY MAYOR**

The Worshipful the Mayor announced the appointment of Councillor Kate Salinger to act as Deputy Mayor during his term of office.

### **4. APPOINTMENT OF THE MAYOR'S CHAPLIN**

Rabbi Schochet was appointed as the Mayor's Chaplain during his term of office.

### **5. MINUTES OF THE LAST MEETING HELD ON 17 APRIL 2012**

Council noted that Councillor Brian Salinger declared the following personal and non prejudicial interest on item 2.1 Questions to the Leader and Cabinet;

- that his son in law was the Deputy Director of Finance at the time of the Roots Report, but had no involvement in the matters referred to in the report.

**RESOLVED – The amended minutes of the meeting of the Council held on 17 April 2012 were approved.**

### **6. DECLARATIONS OF INTEREST**

<b>Member:</b>	<b>Subject:</b>	<b>Interest Declared:</b>
Councillor Brian Schama	Agenda Item 10.5 Appointments to the Barnet Group Board 2012/13	Personal but non-prejudicial interest as Councillor Schama is a member of the Barnet Group Board

### **7. OFFICIAL ANNOUNCEMENTS**

The Worshipful the Mayor on behalf of the Council passed on his condolences to Mr. Mark Rutter and his family on the passing of his father.

## **8. LEADER'S SCHEME OF DELEGATION**

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. The detailed Scheme of Delegation is appended to the minutes

- (1) Council noted that the Leader appointed the following Members to serve on the Cabinet;
  - Councillor Richard Cornelius – Leader of the Council.
  - Councillor Dean Cohen – Cabinet Member for Environment.
  - Councillor Tom Davey – Cabinet Member for Housing.
  - Councillor Andrew Harper – Cabinet Member for Education, Children and Families.
  - Councillor Helena Hart – Cabinet Member for Public Health.
  - Councillor David Longstaff – Cabinet Member for Safety and Resident Engagement.
  - Councillor Sachin Rajput – Cabinet Member for Adults.
  - Councillor Robert Rams – Cabinet Member for Customer Access and Partnerships.
  - Councillor Joanna Tambourides – Cabinet Member for Planning and Regulatory Services.
  - Councillor Daniel Thomas – Cabinet Member for Resources and Performance.
- (2) The Leader appointed Councillor Daniel Thomas as Deputy Leader of the Council.
- (3) The Leader appointed Councillor Tom Davey to the Cabinet Resources Committee. Membership of the Committee is as follows
  - Councillor Daniel Thomas (Chairman)
  - Councillor Richard Cornelius
  - Councillor Tom Davey
  - Councillor Andrew Harper
  - Councillor Robert Rams
  - Councillor Sachin Rajput

RESOLVED – That Council note the Leader's Scheme of Delegation.

## **9. NOTING OF THE APPOINTMENT OF THE LEADER OF THE SECOND LARGEST POLITICAL GROUP AS THE LEADER OF THE OPPOSITION**

RESOLVED – Council noted the appointment of Councillor Alison Moore as Leader of the Labour Group and Leader of the Opposition.

## **10. REPORT OF THE SPECIAL COMMITTEE (CONSTITUTION REVIEW)**

Councillor Melvin Cohen moved adoption and reception of the reports.

RESOLVED – The recommendations as set out in the report of Special Committee (Constitution Review) 9 May 2012 were approved.

**11. DRAFT CALENDAR OF MEETINGS - 2012/2013**

RESOLVED - Council approved the draft Calendar of meetings for 2012/13 attached as Appendix A to the Report of the Head of Governance.

**12. APPOINTMENT OF REPRESENTATIVES OF THE COUNCIL TO OUTSIDE BODIES**

RESOLVED – Council approved the appointments attached as Appendix B to the Report of the Head of Governance.

**13. BARNET ENFIELD AND HARINGEY MENTAL HEALTH TRUST FOUNDATION APPLICATION**

RESOLVED – Councillor Brian Salinger was appointed as the Local Authority representative to the Barnet Enfield and Haringey Mental Health Trust Foundation Council of Members.

**14. THE ARMED FORCES COVENANT**

RESOLVED - Council pledged its support for the Armed Forces Covenant by approving the signing of the Armed Forces Community Covenant attached to the Supplemental Report of the Head of Governance.

**15. APPOINTMENTS TO THE BARNET GROUP BOARD 2012/13**

RESOLVED – The following were appointed to the Barnet Group Board for the 2012/13 municipal year.

- Councillor Ross Houston
- Councillor Brian Schama
- Mr Terry Rogers

**16. APPOINTMENT OF STANDING COMMITTEE AND OTHER PANELS**

Councillor Joan Scannell moved the following changes to the appointment schedules circulated.

Safeguarding Overview and Scrutiny Committee  
Replace Councillor Brian Schama with a *Vacancy*.

Health Overview and Scrutiny Committee  
Replace Councillor Brian Salinger (substitute) with a *Vacancy*.

RESOLVED – Subject to above changes Council approved the appointments to Committees and Panels as set in out Appendix C attached to the Supplemental Report of the Head of the Governance.



## **17. BRUNSWICK PARK WARD BY-ELECTION**

RESOLVED - Council noted that the by-election to fill the vacancy in Brunswick Park Ward would be held on Thursday 31 May 2012.

## **18. CHANGES TO COMMITTEES**

Council noted the following:

- An additional meeting of the West Area Planning Sub-Committee on 22 May 2012 to deal with business remaining from the last meeting held on 8 May 2012.
- The next meeting of the General Functions Committee on 28 June 2012 will start at 6.30pm in order to accommodate the meeting of the Remuneration Committee on the same evening.
- That the next meeting of the Remuneration Committee has been scheduled for 28 June 2012, starting at 7.30pm or on the rise of the General Functions Committee, whichever is later.

The meeting finished at 8.10 pm

This page is intentionally left blank

## LEADER'S SCHEME OF DELEGATION

- i. Set out below is a table in the first column of which are listed the Cabinet Member portfolios.
- ii. The second column sets out each Cabinet Member's functions and the third column summarises what has been delegated.

Executive Member and Portfolio	Responsibilities	Delegation
<p>LEADER OF THE COUNCIL</p> <p>Councillor Richard Cornelius</p>	<p>The Leadership of the Council.</p> <p>Specific individual responsibilities:</p> <ul style="list-style-type: none"> <li>• Strategy</li> <li>• Communications</li> <li>• Strategic equalities and diversity</li> <li>• Responsibility for the Oversight of the Council's duties as an employer under Health and Safety related legislation.</li> <li>• Mayoralty</li> <li>• Corporate Governance</li> </ul> <p>To lead on budget and policy formulation and implementation in relation to regeneration including economic and strategic development.</p> <p>Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>The Leader may discharge any function of the Executive.</p>
<p>DEPUTY LEADER OF THE COUNCIL</p> <p>RESOURCES AND PERFORMANCE</p> <p>Councillor Daniel Thomas</p>	<p>To lead on budget and policy formulation and implementation in relation to:</p> <ul style="list-style-type: none"> <li>• resources (including billing, collection and recovery of local taxation)</li> <li>• financial forward planning and budgeting</li> <li>• the effective use of resources and value for money</li> <li>• risk management</li> <li>• asset management</li> <li>• corporate procurement</li> <li>• Human resources</li> <li>• Insurance</li> <li>• Fees and charges</li> </ul> <p>The monitoring of the Council's</p>	<p>The general powers delegated to Cabinet Members are set out below.</p> <p>Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p> <p>The Deputy Leader may discharge any function of the Leader during periods for which the Leader has given formal</p>

<b>Executive Member and Portfolio</b>	<b>Responsibilities</b>	<b>Delegation</b>
	<p>budget and to instigate such interventions as necessary to ensure spending is kept within limits determined by Council.</p> <p>The administration of Housing and Council Tax Benefits.</p> <p>To lead on budget and policy formulation and implementation in relation to Performance.</p> <p>To secure the most beneficial terms for services and goods provided to the Council.</p> <p>Work to provide better services with less money.</p> <p>Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>notification that he or she will be unable to be contacted or in circumstances where the Leader cannot be contacted due to illness or other indisposition, or in cases of utmost urgency where the Leader cannot be contacted by any means.</p>
<p><b>EDUCATION, CHILDREN AND FAMILIES</b></p> <p>Councillor Andrew Harper</p>	<p>To lead on budget and policy formulation and implementation in relation to the Children Act 2004 and the Education and Inspection Act 2007.</p> <p>To enhance the Council's corporate parenting role and to champion the causes of all children in the London Borough of Barnet, promoting opportunity for all children.</p> <p>Includes Children's Social Services and the Youth Offending Team and the advantages offered by working with other agencies to secure a seamless approach to all aspects of children's services.</p> <p>To drive forward the Youth Justice Plan and ensure its approval annually by full Council.</p> <p>To lead on budget and policy formulation and implementation in relation to education and schools. In particular, raising and enhancing</p>	<p>The general powers delegated to Cabinet Members are set out below.</p> <p>Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p>

Executive Member and Portfolio	Responsibilities	Delegation
	<p>standards, ongoing education and services to schools, Early Years Provision and the Youth Service. Work to ensure that every child receives a first class education. Positively to encourage integration of all schools within the London Borough of Barnet into the community to achieve the best possible opportunities for education and learning for the Borough's children. To work with children service partners to improve lifelong learning outcomes.</p> <p>All schools matters (Community, Voluntary and Foundation) associated with the teaching and development of children and young persons and the optimising of opportunities to further the same (including pre-school preparation). To lead on budget and policy formulation and implementation in relation to investment in educational infrastructure in schools and libraries.</p> <p>Responsibility for the Troubled Families Programme</p>	
<p>ADULTS</p> <p>Councillor Sachin Rajput</p>	<p>To lead on budget and policy formulation and implementation in relation to adult social care.</p> <p>In particular, supporting choice and independence for service users.</p> <p>Sharing opportunities and responsibilities with partners, providers and clients.</p> <p>Promoting the best possible adult social services and seamless care in the community by working with and optimising all opportunities offered by other providers to further these aims.</p> <p>Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>The general powers delegated to Cabinet Members are set out below.</p> <p>Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution</p>

<b>Executive Member and Portfolio</b>	<b>Responsibilities</b>	<b>Delegation</b>
<p data-bbox="165 255 399 360">SAFETY AND RESIDENT ENGAGEMENT</p> <p data-bbox="165 405 395 472">Councillor David Longstaff</p>	<p data-bbox="526 255 1018 434">To lead on budget and policy formulation and implementation in relation to community safety community engagement and civic events.</p> <p data-bbox="526 479 1029 763">In particular, to build upon the Council's leadership role in improving community safety, embracing diversity and inclusiveness, removing inequality and ensuring that each person and group in the community has opportunities for involvement.</p> <p data-bbox="526 808 979 909">To work with the many different ethnic and religious groups to maintain community cohesion.</p> <p data-bbox="526 954 1059 1021">To provide overall liaison with Barnet Borough Police.</p> <p data-bbox="526 1066 1034 1350">All matters relating to Community Safety, CCTV, and anti-social behaviour, including Domestic Violence and combating graffiti, fly-tipping and fighting crime including policy development on combating fly-tipping and graffiti and trading standards.</p> <p data-bbox="526 1395 1018 1496">To liaise with the Fire Brigade and LFEPA to promote fire awareness and prevention in the Borough.</p> <p data-bbox="526 1541 1027 1641">Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p data-bbox="1082 255 1385 400">The general powers delegated to Cabinet Members are set out below.</p> <p data-bbox="1082 445 1422 692">Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p>

Executive Member and Portfolio	Responsibilities	Delegation
<p>CUSTOMER ACCESS AND PARTNERS</p> <p>Councillor Robert Rams</p>	<p>To lead on budget and policy formulation and implementation in relation to:</p> <p>First class Customer Services, including development of:</p> <ul style="list-style-type: none"> <li>• customer access</li> <li>• partnerships</li> <li>• the LSP</li> <li>• Information Technology</li> </ul> <p>In particular the development of partnerships to further the Council's Corporate Plan and the Sustainable Community Strategy, and an effective consultation structure.</p> <p>Sharing opportunities and responsibilities through work with partners.</p> <p>To lead on the development and delivery of the One Barnet Programme.</p> <p>To lead on budget and policy formulation and implementation in relation to all operational aspects of the library service.</p> <p>The distribution of all grants, except those relating to the adaptation of properties in the private sector, after consultation with appropriate portfolio holders.</p> <p>All matters relating to the provision of services under the Leisure Contract.</p> <p>Special responsibility for the New Support and Customer Service Organisation Project</p> <p>Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>The general powers delegated to Cabinet Members are set out below.</p> <p>Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p> <p>In addition this Cabinet Member may approve grants to voluntary organisations, up to £20,000 per annum.</p>

<b>Executive Member and Portfolio</b>	<b>Responsibilities</b>	<b>Delegation</b>
<p>ENVIRONMENT</p> <p>Councillor Dean Cohen</p>	<p>To lead on budget and policy formulation and implementation in relation to the environment and transport.</p> <p>In particular, promoting the reputation of the London Borough of Barnet as a successful London suburb with an attractive environment and transport infrastructure designed to meet the needs of today and the challenges of the future.</p> <p>All matters relating to the development and management of the environment, including:</p> <ul style="list-style-type: none"> <li>• the street scene including pavements and all classes of roads;</li> <li>• parking provision</li> <li>• refuse and recycling</li> <li>• waste minimisation</li> <li>• graffiti removal</li> <li>• waterways</li> <li>• parks and open spaces</li> <li>• trees (includes public highways, Council housing estates and in parks)</li> <li>• allotments</li> <li>• transport and transport initiatives</li> <li>• contract management</li> </ul> <p>Operational responsibility for service delivery on combating fly-tipping and graffiti.</p> <p>Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>The general powers delegated to Cabinet Members are set out below.</p> <p>Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p>
<p>HOUSING</p> <p>Councillor Tom Davey</p>	<p>To lead on budget and policy formulation and implementation in relation to housing.</p> <p>In particular working with Barnet Homes, housing associations and other providers to secure the optimum provision and associated environmental, neighbourhood development and social facilities for all those members of the community</p>	<p>The general powers delegated to Cabinet Members are set out below.</p> <p>Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3</p>



	<p>not living in private accommodation, or for those who require public sector housing.</p> <p>Also to promote the better integration of privately rented properties into the Borough's framework, including the distribution of grants as necessary, for the adaptation of private properties, to further care in the community.</p> <p>All matters related to Housing excluding the administration of Housing Benefits.</p> <p>All matters related to Private Sector Housing, including Disabled Facility Grants, Hendon Cemetery and Crematorium and Finchley Mortuary.</p> <p>Special responsibility for The Barnet Group.</p> <p>Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>of the Constitution.</p>
<p><b>PLANNING AND REGULATORY SERVICES</b></p> <p>Councillor Joanna Tambourides</p>	<p>To lead on budget and policy formulation and implementation in relation to planning, development plans, building and property construction and environmental health.</p> <p>To include all aspects of the development control service, building control and the naming and numbering of streets and properties. In addition, to ensure that the Borough's Green Belt, greenspaces and Metropolitan Open Land is afforded the appropriate protection.</p> <p>Special Responsibility for the Development and Regulatory Services Project</p>	<p>The general powers delegated to Cabinet Members are set out below.</p> <p>Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p>

<b>Executive Member and Portfolio</b>	<b>Responsibilities</b>	<b>Delegation</b>
<p>PUBLIC HEALTH</p> <p>Councillor Helena Hart</p>	<p>To lead on budget and policy formulation and implementation in relation to the emerging public health agenda.</p> <p>This includes working in partnership with local and national NHS providers.</p> <p>Optimising all opportunities offered by the health authorities; shaping the community health and hospital services; to act as the champion on access to health facilities; to consider the implications for health facilities as the Borough develops. Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>The general powers delegated to Cabinet Members are set out below.</p> <p>Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p>

Cabinet Members general powers may be summarised as

1. To discharge the executive functions that fall within their portfolio, whether or not they are also delegated to officers except for matters specifically reserved to Council, Cabinet or cabinet committees.
2. To consider consultation documents, other than those referred to the Executive and, in consultation with the appropriate officers determine whether the Council's response needs to be approved by them or by the appropriate Director or Chief Officer.
3. To authorise inviting tenders for and acceptance of tenders or quotations in accordance with the Contract Procedure Rules. Acceptance must be following consultation with the Cabinet Member for Resources or the Leader in cases where the Cabinet Member for Resources is the appropriate portfolio holder.
4. To approve any non-statutory plan or strategy requiring approval by the Executive and not reserved to the Cabinet for decision in paragraph 3.8.
5. To monitor and maintain performance in accordance with the Corporate Plan

## Membership and Functions of the Cabinet Resources Committee:

Committee	Functions	Membership
<p>Cabinet Resources Committee</p>	<p>Capital and revenue finance, forecasting, monitoring, borrowing and taxation.</p> <p>To consider reports on treasury management strategy and activity, including creating and maintaining a Treasury Management Policy Statement.</p> <p>Grants to voluntary organisations above £20,000.</p> <p>Monitor the trading position of appropriate Council services, carry out debt analysis and look at income sources and charging policies.</p> <p>To write off debt.</p> <p>To determine external or cross-boundary trading limit.</p> <p>To agree exceptions to standing orders, all decisions relating to approved lists and agreed national registers, authorise post tender negotiations and accept tenders which are not the lowest.</p> <p>To agree externalisation contracts including any proposal to appoint external cash investment managers.</p> <p>Approval of schemes not in performance management plans but not outside the Council's budget or policy framework.</p> <p>All matters relating to land and buildings owned, rented or proposed to be acquired or disposed of by the Council.</p> <p>To develop and recommend to Cabinet for adoption an e-Government strategy and associated ICT policies and strategies.</p>	<p>Councillor Dan Thomas (Chairman)</p> <p>Councillor Sachin Rajput</p> <p>Councillor Richard Cornelius</p> <p>Councillor Tom Davey</p> <p>Councillor Andrew Harper</p> <p>Councillor Robert Rams</p>

This page is intentionally left blank

## **Decisions of the Special Planning and Environment Committee**

15 May 2012

Members Present:-

Councillor Brian Schama (Chairman)

Councillor Wendy Prentice	Councillor John Marshall
Councillor Anita Campbell	Councillor Stephen Sowerby
Councillor Jack Cohen	Councillor Jim Tierney
Councillor Claire Farrier	

Also in attendance

Councillor Alison Cornelius (substituting for Councillor Andreas Tambourides)  
Councillor Graham Old (Councillor Maureen Braun)

Apologies for Absence

Councillor Maureen Braun	Councillor Andreas Tambourides
Councillor Mark Shooter	

### **1. APPOINTMENT OF A CHAIRMAN**

Councillor Wendy Prentice duly seconded moved that the Worshipful the Mayor be appointed Chairman. Councillor Kath McGuirk, duly seconded moved that Councillor Jim Tierney be appointed Chairman. Upon being put to the vote the nomination in the name of the Worshipful the Mayor was declared carried. Upon being put to the vote, the nomination in the name of Councillor Jim Tierney was declared lost.

RESOLVED – That the Worshipful the Mayor Councillor Brian Schama be appointed Chairman.

### **2. APPOINTMENT TO THE SUB-COMMITTEES:**

RESOLVED – The Planning and Environment Committee approved the appointments to the Sub-Committees as set in out Appendix C attached to the Supplemental Report of the Head of the Governance.

The meeting finished at 8.15pm

This page is intentionally left blank

**Council: Tuesday, 10 July 2012**

**Administration Business Item:** Councillor Andrew Harper

**AGENDA ITEM 3.1**

Public Examinations

Council welcomes proposals from Education Secretary Michael Gove for introducing greater rigour to public examinations, believing that Barnet's school children are more than capable of meeting new standards.

Council calls upon the Administration to work with the DfE and schools to ensure that the examination system provides a more accurate reflection of pupils' abilities and leads to better outcomes.

This page is intentionally left blank



**Council: Tuesday, 10 July 2012**

**Opposition Business Item:** Councillor Alison Moore

**AGENDA ITEM 3.2**

Let local people decide if they want the £1bn 'One Barnet' gamble

Council notes the Conservative's One Barnet plan to gamble around £1bn of council tax-payers' money by selling-off 70 per cent of council services to the private sector this autumn.

Council notes this will tie the council in to 10 year contracts, with no direct control by elected councillors and limited ability to bring services back in-house should the plan fail.

Council believes the risk of service failure to local residents, and the financial risks to the council of the One Barnet programme are too large and that it should be stopped – particularly given the council's appalling track record of procurement failures.

Council also believes that local residents deserve to have their say on whether they want the One Barnet programme to go ahead.

Council calls on Cabinet to hold a referendum on the One Barnet sell-off programme with immediate effect.

This page is intentionally left blank

**Council: Tuesday, 10 July 2012**

**Non-Executive Business Item:** Councillor Brian Salinger

**AGENDA ITEM 3.3**

Olympics and Paralympic Games

This Council looks forward with great expectation to the forthcoming Olympic and Paralympic games.

Council send its best wishes to all those Barnet residents, and others who have used Barnet based facilities to train for their events, who are competing in the games. The Council also send best wishes to all Barnet residents who are taking part in any of the very many supporting roles that will be carried out to ensure that the games run safely and smoothly.

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 on at the meeting.

This page is intentionally left blank

**Council: Tuesday, 10 July 2012**

**Non-Executive Business Item:** Councillor Brian Gordon

**AGENDA ITEM 3.4**

Olympic Games

Council expresses its enthusiastic support for the forthcoming Olympic Games in London. Council wishes the British Athletes every success in the event in which they are competing and expresses its hope that this major world event will pass triumphantly and peacefully bringing prestige to London as the greatest city on earth and enhancing the cause of friendship between Nations.

Council recalls the horrific events at the Olympic Games in Munich forty years ago resulting in the massacre of Israeli athletes at the hands of brutal terrorists. Council wishes to add its voice to those calling for a minute's silence during the forthcoming Olympic Games as a fitting memorial to the murdered athletes and as a gesture of international unity against terrorism, causeless violence and hatred.

The Chief Executive is accordingly instructed to write to the International Olympic Committee and other relevant parties requesting that the minute's silence be implemented.

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 on at the meeting.

This page is intentionally left blank

**Council: Tuesday, 10 July 2012**

**Non-Executive Business Item:** Councillor Alan Schneiderman

**AGENDA ITEM 3.5**

Barnet's Jubilee Beacon

Council asks the Chief Executive to write to the Queen apologising for the failure to light Barnet's Jubilee beacon – the only beacon across the Commonwealth that failed to light.

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 on at the meeting.

This page is intentionally left blank



**Council: Tuesday, 10 July 2012**

**Non-Executive Business Item:** Councillor Alison Moore

**AGENDA ITEM 3.6**

Minute's silence for the victims of the 1972 Munich Olympics terrorist attack

Council notes that the London Olympics marks the 40<sup>th</sup> anniversary of the massacre of Israeli athletes at the 1972 Munich Olympics – the first Olympics that Israeli athletes took part in after the Holocaust.

Council asks all councillors to support the campaign for a minute's silence in both the House of Commons and at the London Olympics to commemorate the victims of the Munich Olympics terrorist attack.

Council asks the Leaders of the three political groups on the council to write a joint-letter to the International Olympic Committee expressing Council's support for a minutes silence at the London Olympics.

Council also calls on Barnet's three MPs to support the minutes silence in the House of Commons and to sign EDM 100 backing calls for the official minutes silence at the London Olympics.

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.

This page is intentionally left blank

Meeting	Council
Date	10 July 2012
<b>Subject</b>	<b>Overview and Scrutiny Annual Report 2011/12</b>
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 2011/12.

Officer Contributors	Andrew Charlwood, Overview and Scrutiny Manager Melissa James, Overview and Scrutiny Officer John Murphy, Overview and Scrutiny Officer
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix A – Overview and Scrutiny Annual Report 2011/12
For decision by	Council

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

## **1. RECOMMENDATION**

### **1.1 That Council endorse the Overview & Scrutiny Annual Report 2011/12**

## **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, 25<sup>th</sup> January 2010, Call-in Review Interim Report
- 2.3 Business Management Overview & Scrutiny sub-Committee, 1<sup>st</sup> March 2010, Call-in Review
- 2.4 Policy and Performance Overview & Scrutiny Committee, 13<sup>th</sup> April 2010, 'Scrutiny Review of Effectiveness'
- 2.5 Special Committee (Constitution Review), 13<sup>th</sup> October 2010, 'Constitution Review: 2010/11'
- 2.6 Business Management Overview & Scrutiny sub-Committee, 16<sup>th</sup> December 2010, 'Overview & Scrutiny Review'
- 2.7 Special Committee (Constitution Review), 9<sup>th</sup> February 2011, 'Overview & Scrutiny Review'
- 2.8 Business Management Overview & Scrutiny sub-Committee, 21<sup>st</sup> March 2011, 'Overview & Scrutiny Review'
- 2.9 Policy and Performance Overview & Scrutiny Committee, 6<sup>th</sup> April 2011, Overview & Scrutiny Review
- 2.10 Special Committee (Constitution Review), 6<sup>th</sup> April 2011, Overview & Scrutiny Review
- 2.11 Annual Council, 17 May 2011, Report of the Special Committee (Constitution Review)
- 2.12 Council, 12 July 2011, Overview and Scrutiny Annual Report 2010/11
- 2.13 Business Management Overview and Scrutiny Committee, 18 April 2012, Overview and Scrutiny Annual Report 2011/12
- 2.14 Business Management Overview and Scrutiny Committee, 11 June 2012, Overview and Scrutiny Annual Report 2011/12

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

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

3.2 The three priorities in the Corporate Plan 2012-13 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 Any financial implications arising from overview and scrutiny work will be addressed in individual reports to the relevant decision-making body.

### **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
  - Localism Act 2011

## 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, Panels, and Task and Finish Groups during 2011/12. It also provides an outline of work planned for the 2012/13 municipal year.

## 10. LIST OF BACKGROUND PAPERS

- 10.1 None

<b>Cleared by Finance</b>	<b>JH/MC</b>
<b>Cleared by Legal</b>	<b>JEL</b>

Appendix A

# **Barnet Council**

## **Overview and Scrutiny Annual Report**

**2011/12**

## 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:

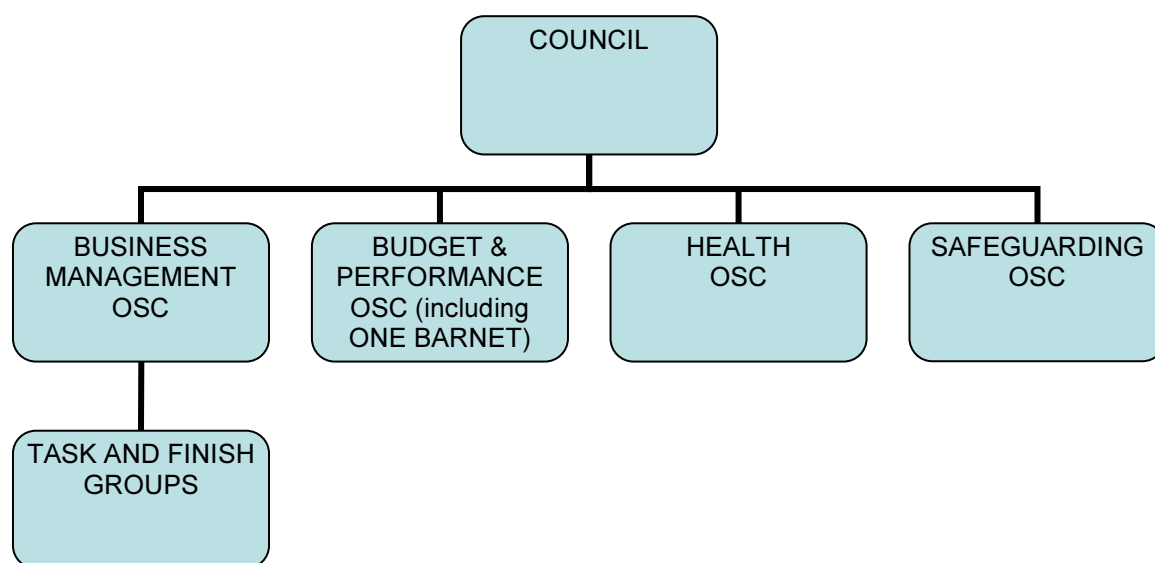
1. **Challenge:** to provide a "critical friend" challenge to executive policy-makers, external authorities and decision-makers
2. **Engagement:** to reflect the voice and concerns of the public and its communities
3. **Leadership:** to support Community leadership and effective representation
4. **Performance 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 (e.g. planning or licensing committees) which are responsible for carrying out a range of governance functions for the Council.

In 2011-12 Scrutiny was delivered under the following structure:



Under this structure there are two committees which deal with statutory matters (Health Overview & Scrutiny Committee and Business Management Overview & Scrutiny Committee) and two other committees (Budget & Performance Overview & Scrutiny Committee and Safeguarding Overview & Scrutiny Committee). This structure was implemented in May 2011 following a review of the scrutiny arrangements introduced in May 2009.

# Overview and Scrutiny Committees

## Business Management Overview & Scrutiny Committee

The Business Management Overview & Scrutiny Committee continued its management of the call-in process, appointed to and monitored the work of five Task and Finish Groups and an Overview and Scrutiny Panels, and undertook pre-decision scrutiny of the Cabinet Forward Plan. It also considered reports on:

- Hendon Football Club Site
- Strategic Library Review / Library Strategy
- Regeneration Strategy
- Housing Strategy
- Finchley Church End Town Centre Strategy
- One Barnet – Future of Housing Services
- One Barnet – Local Authority Trading Company Business Case

## Petitions

Following legislative changes arising from the Local Democracy, Economic Development and Construction Act 2009, the Committee took on additional responsibility for considering petitions which had received between 2,000 and 7,000 signatures, triggering a provision to 'call an officer to account'. Petitions were considered in relation to the following issues:

- Hampstead Garden Suburb Library (July 2011)
- Friern Barnet Library (July 2011)
- Reverse Parking Charges Petition (February 2012)
- Pedestrian Safety, East Finchley (February 2012)

In relation to the Hampstead Garden Suburb and Friern Barnet libraries petitions, Scrutiny Members, lead petitioners and Ward Members were given an opportunity to address and ask questions of the Cabinet Member for Customer Access and Partnerships, the Assistant Director of Customer Services and Libraries and the Head of Libraries. Following the debate, Scrutiny Members made a number of recommendations to the Cabinet Member and officers.

In relation to the Reverse Parking Charges Petition, Scrutiny Members and the lead petitioner were given the opportunity to address and ask questions of the Assistant Director (Transport and Highways) and the Highways Manager (Traffic and Development). Following the debate, Scrutiny Members made a number of recommendations to the officers, including requesting that a report be produced on steps being taken by the Council to mitigate the impact of increased parking charges in town centres.

In relation to the Pedestrian Safety, East Finchley petition, Scrutiny Members and the lead petitioner were given the opportunity to address and ask questions of the Assistant Director (Transport and Highways) and the Highways Manager (Traffic and Development). Following the debate, Scrutiny Members made a number of recommendations to the officers, including a request that they work with the Walk Safe N2 campaign group to develop road safety proposals for the area and that the outcomes of the findings a holistic impact assessment be reported to the Business Management Overview and Scrutiny Committee.

## 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 & Scrutiny Committee to answer questions and provide information to the 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 Committee considered 17 call-in requests. Full details of the items called in during 2011/12 are shown in **Annex 1**.

## **Budget and Performance Overview & Scrutiny Committee**

In 2011/12 the Budget and Performance Overview & Scrutiny continued its regular scrutiny of the Council's corporate performance information and improvement initiatives, and financial performance data. During the year, changes were made to the methodology for reporting corporate performance and financial outturn information, enabling Committee Members to pre-select issues of concern and receive briefings from Cabinet Members and officers. These revised arrangements will be kept under review in 2012/13, with adjustments made as appropriate.

During the year, the Committee considered reports on:

- Achieving Independence for Older People
- Waste and Recycling Performance
- Cashless Parking Operations
- Future of the Parking Service: Business Case
- One Barnet – New Support Organisation and Customer Services Organisation: Business Case
- One Barnet – Youth Offer Closure Report
- One Barnet – Adults In-House Service Review: Project Update
- Barnet Homes Quarter Four Performance Report
- One Barnet – New Support / Customer Services Organisation Output Specification
- One Barnet – Passenger Transport Service Delivery Recommendations
- Corporate Performance Results 2011/12
- Self Directed Support and Personal Budgets
- Development and Regulatory Services
- Parking Services
- Members Item – One Barnet Costs and Savings Breakdown
- One Barnet – Programme Highlight Report
- Quarter 3 2011/12 Corporate Performance
- Number of New Dwellings Started on Regeneration Schemes – Performance Update
- Barnet Homes Performance Report, April – December 2011
- Young People Not in Education, Employment or Training
- Waste Collection Options for the Future

- One Barnet Programme Highlight Report

In relation to scrutiny of the council's performance against Corporate Plan performance targets, the Committee made a number of recommendations to Cabinet Members and officers in relation to areas of underperformance and associated service improvement initiatives. In addition, the Committee also had oversight of the council's budget and medium term financial strategy and made a number of recommendations in this regard.

In addition to the budget and performance scrutiny activity outlined above, the Committee scrutinised a number of project updates, output specifications, business cases and closure reports in relation to the One Barnet programme. Following consideration of these items, a number of recommendations were made to the Cabinet Resources Committee and officers.

Scrutiny of the Council's budget remained the key focus of the Committee. The November 2011 meeting was dedicated to scrutinising the proposals contained in the Cabinet report on Business Planning 2012/13 to 2014/15. Representatives from the Council's three other Overview and Scrutiny Committees were invited to attend and make representations to Cabinet Members on the budget proposals. Detailed and robust questions were put to Cabinet Members on the proposals relating to their service areas and recommendations were made for the Cabinet to take into account before the final budget was agreed by Council.

## **Safeguarding Overview & Scrutiny Committee**

Throughout 2011/12 the Safeguarding Overview and Scrutiny Committee continued its scrutiny of the work of the Independent Safeguarding Children's Board, and Barnet's Multi- Agency Safeguarding Board. The Committee's work programme reflected the work taking place to drive improvements in the provision of education and social care for children and young people and adults in need of social care support.

In 2011/2012 the Committee scrutinised reports on:

- the Council's Child Protection Performance,
- Implications of the Special Educational Needs Green paper
- The Local Authority's changing relationship with Schools.
- Plan to address the recommendation of the Ofsted Inspection of Safeguarding and Looked After Children
- Children's Services Governance Structures
- Annual Complaints 2010/11( Adult Social Care)
- Local Account of Adult Social Care Services

- Transforming Child and Adolescent Mental Health Services in Barnet, Enfield and Haringey

The Committee also considered a joint Adults and Children's Services report on the Council's current safeguarding governance arrangements including levels of activity and the Council's Safeguarding responsibilities. Further scrutiny of the changing workforce approach to Safeguarding following the Munroe Review of Child Protection and its implications for Children's Services social work teams was also undertaken by the Committee.

In considering the items above, the Committee made a number of comments and recommendations to the relevant Cabinet Members and officers.

## **Health Overview & Scrutiny Committee**

The Health Overview and Scrutiny Committee had a very productive and challenging work programme in 2011/12. The work programme reflected changes facing local NHS services and the wider national health reforms. The Committee scrutinised the Quality Accounts of Barnet's health providers and provided statements for inclusion in each. The Committee also received reports on:

- Developing Dementia Services at the Royal Free Hospital
- Deep Vein Thrombosis
- Alzheimer and Dementia Services
- Child and Adolescent Mental Health Services
- Barnet's Joint Strategic Needs Assessment
- Fracture Clinic (Barnet General Hospital)
- Mental Health and Carers Procurement and Finances
- Mental Health Quality, Innovation, Productivity and Prevention Programme (QIPP)
- Elysian House / Springwell Centre
- Ear, Nose and Throat Services
- Maternity Services at Barnet and Chase Farm Hospital – Response to Care Quality Commission Review
- Cancer Care Model
- Barnet Hospital Parking
- Update on the Barnet Health and Wellbeing Board
- Barnet Clinical Commissioning Group
- Barnet Local Involvement Network Annual Report

- Barnet and Chase Farm Hospitals Update Report
- Health and Well Being Strategy

In scrutinising the item above, the Committee made a number of recommendations to health partners on their plans / strategies and ongoing delivery of health services within the borough. In addition, Committee Members raised a number of service related issues through Members Items and sought information from health partners on these. The Committee also considered the Quality Accounts of health partners operating within Barnet and made formal comments for inclusion in the Accounts.

In January 2012, the Committee received support from the Centre for Public Scrutiny (CfPS) for developing a scrutiny framework for the Ageing Well Programme. A CfPS Expert Advisor assisted Scrutiny Members to develop and use a framework for evaluating potential scrutiny topics to ensure that only items of genuine public concern were included on the Committee work programme. The Scrutiny Office will work with Member on developing the Ageing Well framework, and developing a scrutiny framework that can be applied to the work programmes of all of the Council's scrutiny committees.

The Committee's Chairman and other Committee Members continued to represent Barnet at meetings of the North Central London Sector Joint Health Overview and Scrutiny Committee, alongside neighbouring Councils, Camden, Enfield, Haringey and Islington. These meetings were attended by Senior Staff of NHS services across the North Central London sector where trends, pressures and priorities were regularly discussed. Minutes of the Joint Health Overview and Scrutiny Committee are now included in agenda for the Barnet Health Overview and Scrutiny Committee to ensure that Barnet Members have an effective oversight of this work.

## **Task and Finish Groups**

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, although this timescale is flexible and dependent on the topic under review.

The Business Management Overview & Scrutiny Committee is responsible for coordinating and monitoring the work of Task and Finish Group. The Committee consider topics suggested by non-Executive Members and determine which will progress to review. Once a review has been convened, political groups nominate councillors to serve on each Task and Finish Group. Task and Finish Groups are empowered to determine their own terms of reference and what evidence they wish to receive. At the conclusion of a review, the Task and Finish Group will

make evidence based recommendations to the Cabinet or relevant partner organisation.

During 2011/12, five Task and Finish Groups have completed reviews into topics agreed by the Business Management Overview & Scrutiny Committee. The Task and Finish Groups completed this year include:

- Early Intervention and Prevention (Children's Services);
- Fostering and Adoption Recruitment;
- Contract Monitoring and Community Benefit;
- Carbon Footprint; and
- Health and Social Care Integration.

The Early Intervention and Prevention (Children's Services) Task and Finish Group considered the council's Early Intervention and Prevention Strategy. A number of recommendations were made to in relation to Educational Psychologists, Nurture Groups, Child and Adolescent Mental Health Services, assessment frameworks and exit strategies. Recommendations made by the Group were considered by the Cabinet on 4 April 2012. Five out of six recommendations made by the Group were accepted by Cabinet. The Business Management Overview and Scrutiny Committee will monitor the implementation of these recommendations at regular intervals.

The Fostering and Adoption Recruitment Task and Finish Group reviewed the council's fostering and adoption recruitment practices. A number of recommendations were made which sought to improve the recruitment processes and practices and support arrangements for foster carers. All of the recommendations made by the Group were accepted by Cabinet. The Business Management Overview and Scrutiny Committee will monitor the implementation of these recommendations at regular intervals.

The Contract Monitoring and Community Benefit Task and Finish Group considered issues relating to procurement and contracts which had emerged during 2011. The Group made a number of recommendations regarding corporate procurement and contract management, procurement centralisation, suggested improvements to the council's internal control framework and engagement with local businesses. All of the recommendations made by the Group were accepted by Cabinet. The Business Management Overview and Scrutiny Committee will monitor the implementation of these recommendations at regular intervals.

The Carbon Footprint Task and Finish Group considered environmental issues and made a number of recommendations relating to training, publicity, building control standards, establishing an officer working group and commissioning a desk study to assess where possible the viability of energy efficiency measures and renewable energy installations in schools. Five out of six recommendations made by the Group were accepted by Cabinet. The Business Management



Overview and Scrutiny Committee will monitor the implementation of these recommendations at regular intervals. Four out of six recommendations made by the Group were accepted by Cabinet. The Business Management Overview and Scrutiny Committee will monitor the implementation of these recommendations at regular intervals.

The Health and Social Care Integration Task and Finish Group which reported its findings to Cabinet on 4 April 2012, was a pre-decision scrutiny study. Findings of the Task and Finish Group will be used to inform the Strategic Outline Case for Health and Social Care Integration projects taking place with the council and health partners. All of the recommendations made by the Group were accepted by Cabinet. The Business Management Overview and Scrutiny Committee will monitor the implementation of these recommendations at regular intervals.

During 2011/12, the Scrutiny Office introduced a mechanism to track the progress made by the council (or public sector partners) in implementing recommendations made by Task and Finish Groups which had been accepted by the relevant decision making body. Updates are regularly reported to the Business Management Overview & Scrutiny Committee, providing Scrutiny Members with an opportunity to monitor the outcomes of their work and challenge areas where they feel inadequate progress has been made. Further improvements to these arrangements will be delivered during 2012/13.

## **Overview and 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 2011/12 the Business Management Overview & Scrutiny Committee convened a Scrutiny Panel to consider the Supply of Secondary School Places in the borough.

This Panel was convened to respond to parental concerns about a lack of co-educational, non-selective secondary community school places in the south of the borough. In conducting the review, the Panel sought to engage with as many parents as possible who were considering options for secondary schools. As part of the evidence gathering, the Panel commissioned a survey of Year 5 parents in Barnet schools (both state and private) to identify the most important factors for parents in selecting a secondary school. In addition, written and oral submissions from parents and parent governors from local primary schools to hear about the issues parents were facing. Parents were also given an opportunity to address the Panel, Cabinet Member for Education, Children and Families and the Director of Children's Services.

A site visit was undertaken to an undersubscribed secondary school to speak to the Head Teacher about recent improvements in standards and his vision for the school.

Findings of the review were reported to Cabinet on 20 February 2012 and the Scrutiny Office will monitor outcomes arising through the recommendation tracking mechanism.

Details of the number of recommendations made by Task and Finish Groups and Overview and Scrutiny Panels made since mid-2009 and their status are set out in **Annex B**.

## **Pre-Decision Scrutiny**

In 2011/12, 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 or Cabinet Resources Committee which were considered in advance of the decision being taken.

## **2012/13 Work Programmes**

Overview and Scrutiny Committee Chairman have liaised with the council's service areas and partners in developing outline work programmes for the 2012/13 municipal year as follows. All items contained within the draft work programmes will be subject to review and change as determined by the respective Chairman and Committees:

## **Business Management Overview and Scrutiny Committee**

### June 2012

- Pedestrian Safety East Finchley Petition Update
- Skills and Enterprise Action Plan / supporting Young People into Employment
- Overview and Scrutiny Annual Report 2011/12

### Items to be allocated

- Grahame Park and Brent Cross Regeneration
- Town Centre Strategies
- Parking Charges Petition Update
- Highways Asset Management Plan and Highway Maintenance Plan
- Crime and Disorder Scrutiny

## **Budget and Performance Overview and Scrutiny Committee**

### June 2012

- Financial Outturn and Corporate Performance – Quarter Four and Year End 2011/12
- One Barnet – Community Safety Review
- One Barnet – Leisure Review Update
- Members Item – Customer Services Transformation – Revenues and Benefits – Risk Assessment

### Special Meeting (Date TBC)

- Budget Scrutiny

### October 2012

- Financial Outturn and Corporate Performance – Quarter One 2012/13
- One Barnet – Leisure Review
- One Barnet – Community Coaching
- One Barnet – Right to Control
- The Barnet Group Annual Report
- Property Services

### December 2012

- Financial Outturn and Corporate Performance – Quarter Two
- One Barnet – New Support / Customer Services Organisation

### March 2013

- Financial Outturn and Corporate Performance – Quarter Three

### Items to be allocated

- One Barnet – Development and Regulatory Services
- One Barnet – Community Coaching
- One Barnet – Right to Control
- One Barnet – Customer Services Transformation Programme
- The Barnet Group Mid-Year Performance Report
- The Barnet Group Annual Report
- Treasury Management

## **Health Overview and Scrutiny Committee**

### May 2012

- London Trauma Service
- Quality Accounts

### September 2012

- Ageing Well Programme Update
- Central London Community Healthcare NHS Trust Quality Stakeholder Group Update
- Barnet, Enfield and Haringey Clinical Strategy

### Items to be allocated

- Ageing Well Programme Update
- Central London Community Healthcare NHS Trust Quality Stakeholder Group Update
- Health Partners Foundation Trust Status Attainment
- Health and Well Being Board
- Annual Report of the Director of Public Health
- Health and Social Care Integration
- Barnet LINK / HealthWatch

# **Safeguarding Overview and Scrutiny Committee**

## July 2012

- Choice and Achievement – Draft Special Educational Needs and Inclusion Strategy
- Children’s Centres – Proposed Changes to Funding Allocation – Update on Public Consultation
- Personalisation in Adult Social Care – Self-Directed Support Position Statement
- Quality in Residential Care Homes for Older Adults
- Member Visits to Barnet’s Children’s Homes and Young People’s Hostels
- Statutory Regulation 33 Officer Visits of Barnet’s Children’s Homes

## September 2012

- Member Visits – Options Paper
- Day Opportunities for Older People
- Adult Social Services Complaints Report 2011/12
- Barnet Multi-Agency Safeguarding Board Annual Report 2011/12
- Barnet’s Independent Safeguarding Children’s Board Annual Report 2011/12
- Update on Schools
- Safeguarding and Looked After Children – Ofsted Action Plan

## December 2012

- Child and Adolescent Mental Health Services – Future Education Provision
- Carers Support
- Telecare Strategy
- Exam Results and Narrowing the Gap

## Items to be allocated

- Community Advice Contract

## Annex 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
2011-12	17

### Detail of Call ins:

Date	Item called in
1 June 2011	Fairer Contributions Policy
1 June 2011	Adults In-House Business Case
11 July 2011	Safeguarding in Barnet
11 July 2011	Draft Corporate Plan 2011-13
11 July 2011	New Support and Customer Services Organisation Business Case
11 July 2011	Graham Park Area Regeneration Project
5 September 2011	Strategic Library Review

Date	Item called in
5 September 2011	Re-provision of Parking Services
16 November 2011	Housing Strategy
16 November 2011	Regeneration Strategy
16 November 2011	North London Waste Authority Inter-Authority Agreement
9 January 2012	Ex Hendon Football Club Ground and adjoining land Claremont Road, Hendon – Sale of Freehold Interest to Montclare Developments Ltd
9 January 2012	Award of Contract – Parking Enforcement and Related Services
9 January 2012	Environment, Planning and Regeneration Fees and Charges for 2012/13
29 February 2012	New Support and Customer Services Organisation: Business Case Update and Shortlist for Dialogue 2
29 February 2012	Community Library Process
29 February 2012	Governance of Strategic Partnerships

## 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*
14	2	76

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

*\*The above analysis includes only recommendations that were accepted by Cabinet. Details of all recommendations made by Task and Finish Groups / Scrutiny Panels are retained by the Scrutiny Office and are available on request*

### Implementation Status of Recommendations

	Completed	Green	Amber	Red	To be confirmed**	Total
Number	13	23	12	2	26	76
Percent	17%	30%	16%	3%	34%	100%

*\*\*Recommendations marked as 'to be confirmed' are not due to report updates to the Business Management OSC until later in the 2012/13 municipal year.*



## Report of Audit Committee

21 June 2012

AGENDA ITEM 4.4

Committee:

\*Cllr Lord Palmer OBE, BA, FCA (Chairman)

\*Cllr Mark Shooter (Vice-Chairman)

Councillors:

Alex Brodkin  
\* Geof Cooke

\* Hugh Rayner  
\* Sury Khatri BSc (Hons), MSc

\* Graham Old

Independent Members:  
Debra Lewis

\* Richard Harbord

- denotes Member Present

### 1. **MEMBERS' ITEM - ANNUAL REPORT OF THE AUDIT COMMITTEE 2011/2012 (Agenda Item 5):**

The Chairman of the Committee, Councillor Lord Palmer, introduced the Members' Item that he had submitted.  
Item.

RESOLVED –

- (1) That the substance of the proposed Annual Report of the Audit Committee 2011/2012 (attached as Appendix 1) be noted and agreed.
- (2) That the Annual Report of the Audit Committee 2011/2012 be reported to Council.

**Appendix 1**

# **Barnet Council**

## **Audit Committee Annual Report**

**2011/12**

## Context

Good corporate governance requires independent, effective assurance about both the adequacy of financial management and reporting, and the management of other processes required to achieve the organisation's corporate and service objectives. Good practice from the wider public sector indicates that these functions are best delivered by an independent audit committee. In this context, "independence" means that an audit committee should be independent from any other executive function.

It is important that local authorities have independent assurance about the mechanisms underpinning these aspects of governance. Specifically:

- **independent assurance** of the adequacy of the control environment within the authority;
- **independent review** of the authority's financial and non financial performance to the extent that it affects the authority's exposure to risk and weakens the control environment, and
- **assurance** that any issues arising from the process of drawing up, auditing and certifying the authority's annual accounts are properly dealt with and that appropriate accounting policies have been applied.

Effective audit committees can bring many benefits to local authorities and these benefits are described in CIPFA's *Audit Committees - Practical Guidance for Local Authorities* as:

- raising greater awareness of the need for internal control and the implementation of audit recommendations
- increasing public confidence in the objectivity and fairness of financial and other reporting;
- reinforcing the importance and independence of internal and external audit and any other similar review process (for example, providing a view on the Annual Governance Statement); and
- providing additional assurance through a process of independent and objective review.
- Effective internal control and the establishment of an audit committee can never eliminate the risks of serious fraud, misconduct or misrepresentation of the financial position. However, an audit committee:
  - can give additional assurance through a process of independent and objective review
  - can raise awareness of the need for sound control and the implementation of recommendations by internal and external audit

## **Audit Committee at Barnet**

The Constitution includes the terms of reference for the Audit Committee, defining its core functions. The terms of reference describes the purpose of the Audit Committee as being:

“to provide independent assurance of the adequacy of the risk management framework and the associated control environment, independent scrutiny of the authority’s financial and non-financial performance to the extent that it affects the authority’s exposure to risk and weakens the control environment, and to oversee the financial reporting process.”

To remain independent from the Executive the Audit Committee is chaired by a member of an opposition party. In order to bring additional expertise from the sector and financial capability the Audit Committee also has two independent members.

The Audit Committee has a work programme that has been drawn up to effectively discharge its responsibilities as defined by the terms of reference. The Committee relies upon independent, qualified professionals to provide assurance. Directors and Assistant Directors have been requested by the Audit Committee to support the process and to aid in the Committees effectiveness/understanding.

The Committee undertakes all of its meetings in the public domain, during the year there have been no instances whereby items have been considered exempt.

## Audit Committee Outcomes during 2011-12

During the financial year (April 2011 – March 2012) the Audit Committee has demonstrated a number of outcomes with a focus on delivering improvement to the organisation. The way in which these were implemented were as follows.

- Key controls and assurance mechanisms – The Committee relies upon information presented from qualified, independent and objective officers and external assurance providers. The key controls and assurance mechanisms are as described within the Annual Governance Statements. The Audit Committee is not a working group, it does not carry out the work itself, but relies on the assurance framework to bring significant issues to the Committee for discussion and make recommendations for the Executive and officers to take forward. The Committee recognises that management, and the executive, are responsible for a sound control environment<sup>1</sup>.
- Improvement agenda – the Audit Committee is committed to improving shortfalls in the control environment, rather than apportioning blame. The Committee has been provided with assurances on high priority recommendations and the progress against these quarter by quarter. The Committee and its Chairman has asked that leading officers (Directors or Assistant Directors) come to the Audit Committee to explain any deficiencies and how they intent to correct them. The important aspect that the Committee has been assessing each quarter is whether the direction of travel from one quarter to the next has been positive.
- Concerns from external and internal assurances – during the year the Committee has been presented with various reports regarding some serious control weaknesses. Of those weaknesses identified the Committee has asked in particular to follow up on recommendations regarding Procurement control deficiencies and have scheduled in regular updates from officers, internal and external audit. Although the progress quarter on quarter has been demonstrated we are still concerned that the control framework still results in non-compliance and see that adequate training is necessary to rectify these problems.
- Planned and unplanned work – The Committee has completed its workplan in accordance with its planned level of activity. In accordance with the terms of reference for the Committee, the Chief Internal Auditor has reviewed our effectiveness as a Committee and given us some feedback on ways in which we can improve, namely the following:
  - Producing a formal Annual Report describing the work of the Audit Committee and the outcomes it has achieved; and

---

<sup>1</sup> The control environment comprises the systems of governance, risk management and internal control

- When necessary, determining an induction process for new members.

There were a number of improvements that were made to the Committee's effectiveness in year:

- The annual workplan has been redesigned to demonstrate how the Audit Committee is discharging its responsibilities;
- Member briefings occurred in the municipal year in relation to fraud and corruption for all members. E-learning is available to members which incorporates the Counter Fraud framework.
- Assurances were provided to the Audit Committee upon presentation of the accounts regarding estimates and judgments used in the Statement of Accounts.
- The Audit Committee now receives quarterly reports on recommendations not implemented for priority one recommendations (high risk)
- The Audit Committee also receives quarterly information on risk management
- The Audit Committee receives the Annual Audit Plan which discusses the risks to the Council
- The Committee provided their training needs where appropriate and this was fed into the Member Training programme led by Corporate Governance.

The Committee supports fully the Fraud team in taking vigorous action to counter and expose fraud. We have also worked with our external auditors proactively to review processes within the council and gain assurances through their regular reporting.

In year, the internal audit function restructured and gained another provider to support the in-house team, this in turn has improved the level of reporting to the Committee and the level of specialist support for the council to add value.

- **Conclusions**

The Committee feels that it has demonstrated that it has added value to the council's overall governance framework. During 2012-13 it will continue to request officers to attend Committee meetings to aid in its understanding of the services, but mostly to ensure that internal and external recommendations are implemented on a timely basis.

We request that Procurement remains a focus for the Executive and senior officers and the Committee will take an active role in ensuring progress is made, monitoring progress through officers and internal and external assurances.

## Appendix 1 – Planned and Unplanned work

### Detail Reports considered:

Date	Reports
June 2011	Metpro reporting into contracting with the Council*
	Internal Audit Opinion 2010-11
	Internal Audit Progress Report quarter 4
	Use of Resources*
	External Audit Annual Audit Approach Memorandum (AAAM)
	Statement of Accounts (draft)
	External Audit Fees
	Code of Corporate Governance
	Draft Annual Governance Statement
	Annual Report CAFT 2010-11
	External Auditors Report
	Procurement Controls and Monitoring Action Plan*

---

\* Unplanned work

Date	Reports
September 2011	Annual Service Plan – CAFT 2011-12 ISA 260 report from External Audit Procurement Controls and Monitoring Action Plan* Internal Audit Progress Report Quarter 1 Exception Recommendations Report Annual Governance Statement – Final Statement of Accounts (final)
December 2011	Members item* Annual Audit Letter 2010-11 Interim Report – CAFT Internal Audit Progress Report – quarter 2 Exception Recommendations Report Procurement Controls and Monitoring Action Plan*
April 2012	Bribery Policy

---

\* Unplanned work



**Date****Reports**

CAFT Strategy 2012-13

Internal Audit, Risk Management and CAFT Annual Plan 2012-13 including Internal Audit Strategy 2012-13

Internal Audit Progress Report – Quarter 3 & 4

Exception Recommendations Report

Grants Report – external audit

External Audit Annual Plan 2011-12

Financial Regulations

Risk Management Strategy and Policy Statement

Review of Audit Committee effectiveness

Work programme for Audit Committee 2012-13

Procurement Controls and Monitoring Action Plan\*

---

\* Unplanned work

## Appendix 2 Audit Committee Recommendations

### Internal Audit High Priority Recommendations

Quarter 1	Quarter 2	Quarter 3	Quarter 4
49%	60%	69%	75%

Target for implementation is 90% each quarter, whilst this has not been achieved the Committee recognise the direction of travel.

**Council Meeting**

**10 July 2012**

AGENDA ITEM 4.6

REPORT OF THE CHIEF EXECUTIVE

**1. BRUNSWICK PARK WARD BY-ELECTION**

I have to report formally the results of the by-election held in Brunswick Park Ward on 31 May 2012.

The results were as follows:

<b>Candidate</b>	<b>Party</b>	<b>Results</b>
IOANNIDIS, Andreas	Labour Party	1769 - ELECTED
KIINGI, Yahaya Dumba	Liberal Democrat Party	97
MAHMOOD, Shaheen Kauser	Conservative Party	1598

**Andreas Ioannidis** was therefore duly elected as Councillor for the Brunswick Park Ward.

**RECOMMEND – That Council note Andreas Ioannidis has been elected Councillor for the Brunswick Park Ward .**

**Nick Walkley**  
**Chief Executive**

This page is intentionally left blank

REPORT OF THE HEAD OF GOVERNANCE

**1. CHANGES TO A PANEL**

The Conservative Group has indicated that they wish to make the following changes:

**RECOMMEND –**

**(1) That the following change be noted:**

**Corporate Parenting Advisory Panel**

- **Councillor Brian Salinger to replace Councillor Hugh Rayner a Member of the Panel.**
- **Councillor Hugh Rayner to replace Councillor Brian Salinger as a substitute Member of the Panel.**

**Aysen Giritli**  
**Head of Governance**

This page is intentionally left blank