

Meeting	Business Management Overview & Scrutiny Committee
Date	7 October 2013
<b>Subject</b>	<b>Task and Finish Groups / Scrutiny Panels – Recommendation Tracking</b>
Report of	Scrutiny Office
Summary	This report provides the Committee with an update on the implementation of recommendations made by Overview & Scrutiny Task & Finish Group accepted by Cabinet.

Officer Contributors	Andrew Charlwood, Overview & Scrutiny Manager
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix A – Contract Monitoring and Community Benefit Task and Finish Group Appendix B – Carbon Footprint Task and Finish Group Appendix C – Health and Social Care Integration Task and Finish Group
For decision by	Business Management Overview and Scrutiny Committee

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## **1. RECOMMENDATION**

- 1.1 That the Committee consider and comment on the progress made in implementing Task & Finish Group/ Scrutiny Panel recommendations accepted by Cabinet, as set out in the Appendices.**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Cabinet Resources Committee, 4 April 2012, Contract Monitoring and Community Benefit Task and Finish Group
- 2.2 Cabinet, 4 April 2012, Carbon Footprint Task and Finish Group
- 2.3 Cabinet, 4 April 2012, Health and Social Care Integration Task and Finish Group

## **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 Failure to monitor the progress made in implementing recommendations made by Task & Finish Groups and Overview & Scrutiny Panels which have been accepted by Cabinet carries a reputational risk to the authority through a failure to demonstrate the outcomes from Overview and Scrutiny work.

## **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, harassment, victimisation and any other conduct that is prohibited by or under the Act; advancing equality of opportunity between those with a protected characteristic and those without; and promoting good relations between those with protected characteristics and those without. The 'protected

characteristics' are age, race, disability, gender reassignment, pregnancy, and maternity, religion or belief and sexual orientation. The 'protected characteristics' also include marriage and civil partnership, with regard to eliminating discrimination.

5.2 In addition to the Terms of Reference of the Committee, and in so far as relating to matters within its remit, the responsibility of the Committee is to perform the Overview and Scrutiny role in relation to:

- The Council's leadership role with respect 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 Task and Finish Group reviews have the scope to consider value for money issues which identify how well the Council is managing and using its resources to deliver value for money and better and more sustainable outcomes for local people.

6.2 Where there are financial implications linked to recommendations, these are worked through using Delivery Unit existing budgets, as identified by the Task and Finish Group or Scrutiny Panel for Cabinet to consider alongside recommendations.

## **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, including the power 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.

## **8. CONSTITUTIONAL POWERS**

8.1 The scope of the Overview & Scrutiny Committees is contained within Part 2, Article 6 of the Council's Constitution.

8.2 The Terms of Reference of the Overview & Scrutiny Committees are set out in the Overview and Scrutiny Procedure Rules (Part 4 of the Constitution).

8.3 Item 8 of Business Management Overview & Scrutiny Committee Terms of Reference states that its role is:

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

## **9. BACKGROUND INFORMATION**

- 9.1 As stated at paragraph 7 above, 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, including the power 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. In respect of the exercise of the Business Management Overview and Scrutiny Committee’s powers to coordinate and monitor the work of overview and scrutiny task and finish groups / scrutiny panels, it is good practice to monitor the progress and impact of recommendations made.
- 9.2 In May 2009, the council adopted a ‘Task and Finish Group’ approach to some of their Overview and Scrutiny work. Council agreed that Task and Finish Groups would be time-limited to ensure that recommendations were made to the relevant decision-making body in a timely manner. On the whole, Task and Finish Groups have completed their work over a three-month period. However, this timescale is flexible where circumstances mean that a review should be run over a shorter or extended period.
- 9.3 Since May 2009, a total of 18 Task and Finish groups and scrutiny panels have concluded their work on the following topics:-
- Enterprise in the Borough (3<sup>rd</sup> February 2010)
  - School Places Planning (3<sup>rd</sup> February 2010)
  - Advice Provision in the Borough (22<sup>nd</sup> February 2010)
  - Homelessness and Young People (12<sup>th</sup> April 2010)
  - Road Resurfacing (12<sup>th</sup> April 2010)
  - Recycling and Waste Minimisation (6<sup>th</sup> September 2010)
  - Remodelling Older People’s Housing with Support (20<sup>th</sup> October 2010)
  - Council’s Response to Cold Weather (20<sup>th</sup> October 2010)
  - Housing Allocations Overview and Scrutiny Panel (10<sup>th</sup> January 2011)
  - Domestic Violence (7<sup>th</sup> March 2011)
  - Fostering Recruitment (14<sup>th</sup> September 2011)
  - Secondary School Places Overview and Scrutiny Panel (9<sup>th</sup> January 2012)
  - Health and Social Care Integration (4<sup>th</sup> April 2012)
  - Early Intervention and Prevention Services (Children’s Services) (4<sup>th</sup> April 2012)
  - Contract Monitoring and Community Benefit (4<sup>th</sup> April 2012)
  - Carbon Footprint (4<sup>th</sup> April 2012)
  - Education Strategy Overview and Scrutiny Panel (18<sup>th</sup> June 2013)

- 9.4 In order for the Business Management Overview and Scrutiny Committee to have an effective oversight of the work of Task and Finish groups, it is important for council delivery units (or external bodies) to evidence the extent to which recommendations accepted by the Cabinet (or external agency) have been implemented. To this end, the Scrutiny Office requested that Delivery Units provide an update on the implementation of accepted recommendations at six-monthly intervals (from the date of reporting to Cabinet or external agency).
- 9.5 Updates are now due in relation to the following task and finish groups and overview and scrutiny panels:
- Contract Monitoring and Community Benefit Task and Finish Group
  - Carbon Footprint Task and Finish Group Task and Finish Group
  - Health and Social Care Integration Task and Finish Group
- 9.6 An update from delivery units in relation to the scrutiny panels/task and finish groups (referred to at 9.5 above) are set out in Appendices A to C. The Committee are requested to comment on information provided in the update report.
- 9.7 Information contained within this report will also be circulated to Members that served on the relevant task and finish. Those Members will be requested to feed back any comments that they have on the updates provided by delivery units to the Business Management Overview and Scrutiny Committee Chairman and Scrutiny Office. Any comments will be reported to the Committee to enable appropriate action to be taken.

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

10.1 None.

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