

MEETING

BUSINESS MANAGEMENT OVERVIEW AND SCRUTINY COMMITTEE

DATE AND TIME

THURSDAY 2ND MAY, 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	Alan Schneiderman
John Marshall	Lord Palmer	Daniel Seal

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

Andrew Nathan – Head of Governance

Governance Services contact: Anita Vukomanovic 020 8359 7034
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Media Relations contact: Sue Cocker 020 8359 7039

ASSURANCE GROUP

ORDER OF BUSINESS

Item No	Title of Report	Pages
1.	Absence of Members	
2.	Declaration of Members' Interests a) Personal and Prejudicial Interests b) Whipping Arrangements (in accordance with Overview and Scrutiny Procedure Rule 17)	
3.	Public Question Time (if any)	
4.	Members' Items (submitted in accordance with Overview and Scrutiny Procedure Rule 9) (if any)	
5.	Minutes of the Previous Meeting	
	Call-in	
6.	Any matters Referred by Members of the Committee relating to key decisions made by: Cabinet 18 th April 2013; Cabinet Resources Committee 18 April 2013 ;or Any action taken by Cabinet Member(s) and /or Directors/Chief Officers under delegated powers (Executive Functions)	
	Councillor Calls for Action	
7.	Councillor Calls for Action (Submitted in accordance with Overview and Scrutiny Procedure Rule 22) (if any)	
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Meeting	Business Management Overview & Scrutiny Committee
Date	2 nd May 2013
Subject	Brent Cross / Cricklewood Regeneration Scheme
Report of Summary	Scrutiny Office This report contains the Brent Cross / Cricklewood Regeneration Scheme Report that went to Cabinet Resources Committee on 18 April 2013.

Officer Contributors	Anita Vukomanovic, Overview & Scrutiny Officer
Status (public or exempt)	Public
Wards affected	Childs Hill, Golders Green, West Hendon
Enclosures	Appendix One – Brent Cross Cricklewood Regeneration Scheme
For decision by	Business Management Overview and Scrutiny Committee

Contact for further information:
 Anita Vukomanovic, Overview & Scrutiny Officer, Assurance Group – 0208 359 7034
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1. RECOMMENDATION

- 1.1 That the Committee consider the attached report to Cabinet Resources Committee on 18 April 2013 (Appendix 1 – Brent Cross / Cricklewood Regeneration Scheme) and make comments and/or recommendations to the appropriate Cabinet Member and officers.**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 Relevant previous decisions which relate to the Brent Cross / Cricklewood Regeneration Scheme are set out in the report attached at Appendix 1.
- 2.2 The Business Management Overview and Scrutiny Committee resolved at their meeting on 11 March 2013 to endorse the Committee's Forward Work Programme, which included an agenda item allowing for pre-decision scrutiny of the Brent Cross / Cricklewood Regeneration Scheme.

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.1 Corporate priorities and policy considerations which relate to the Brent Cross / Cricklewood Regeneration Scheme are set out in the report attached at Appendix 1
- 3.2 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 Relevant risk management issues which relate to the Brent Cross / Cricklewood Regeneration Scheme are set out in the report attached at Appendix 1.

5. EQUALITIES AND DIVERSITY ISSUES

- 5.1 Relevant equalities and diversity issues which relate to the Brent Cross / Cricklewood Regeneration Scheme are set out in the report attached at Appendix 1.

5.2 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 Relevant use of resources and implications (Finance, Procurement, Performance & Value for Money) which relate to the Brent Cross / Cricklewood Regeneration Scheme are set out in the report attached at Appendix 1.

7. LEGAL ISSUES

7.1 Relevant legal issues which relate to the Brent Cross / Cricklewood Regeneration Scheme are set out in the report attached at Appendix 1.

8. CONSTITUTIONAL POWERS

8.1 Relevant constitutional powers which relate to the Brent Cross / Cricklewood Regeneration Scheme are set out in the report attached at Appendix 1.

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

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

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

“To have responsibility for the review of the policy framework and development of policy and strategy not within the remit of other overview and scrutiny committees”

9. BACKGROUND INFORMATION

- 9.1 The Business Management Overview and Scrutiny Committee were offered the opportunity to undertake pre-decision scrutiny of the Brent Cross / Cricklewood Regeneration Scheme. Members resolved to request this report following the item's inclusion in the Committee's Forward Work Programme at the meeting of the Committee held on 11 March 2013.

10. LIST OF BACKGROUND PAPERS

- 10.1 None.

Meeting	Cabinet Resources Committee
Date	18 April 2013
Subject	Brent Cross Cricklewood Regeneration
Report of	Leader of the Council
Summary	

Officer Contributors	Tony Westbrook - Head of Regeneration Service Karen Mercer - Regeneration Manager
Status (public or exempt)	Public
Wards affected	Childs Hill, Golders Green and West Hendon
Function of	Executive
Reason for urgency / exemption from call-in (if appropriate)	Not applicable

Contact for further information: Tony Westbrook, Head of Regeneration 020 8359 7381.

1. RECOMMENDATION

That the Committee:

- 1.1 Note that the Development Partners wish to apply to modify the existing planning consent to allow re-phasing.**
- 1.2 Agree that the Director for Place begin preparations to enable the Council to procure a development partner to deliver the regeneration of the southern parts of Brent Cross Cricklewood Regeneration Area.**
- 1.3 Confirm the continued appointment of the external advisors for the Brent Cross Cricklewood Regeneration project, and the procurement of appropriate additional advice, and to delegate authority to the Director for Place to deal necessary contractual issues or arrangements.**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 Cabinet, 26 April 2004 (Decision item 8) – approved the adoption of the Cricklewood, Brent Cross and West Hendon Development Framework as Supplementary Planning Guidance.
- 2.2 Cabinet, 29 March 2005 (Decision item 6) – agreed to enter into a collaboration agreement with the development partnership (Cricklewood Regeneration Limited [CRL], Hammerson and Standard Life).
- 2.3 Cabinet, 5 December 2005 (Decision item 7) – approved, amongst other matters, that (i) the Eastern Lands Addendum be adopted as Supplementary Planning Guidance; and (ii) the Eastern Lands Supplementary Guidance be incorporated into the Cricklewood, Brent Cross and West Hendon Development Framework.
- 2.4 Cabinet Resources Committee, 25 March 2008 (Decision item 16) – approved the outline terms so far agreed with the Brent Cross partners and Cricklewood Redevelopment Limited, including the proposals for the finalisation of the financial terms, be approved in principle subject to the outcome of Counsel’s advice on procurement issues, and that the finally agreed terms for the Development Framework Agreement (DFA) and the Principal Development Agreements (PDAs) be reported to a future meeting of the Cabinet for approval.
- 2.5 Cabinet, 21 October 2009 (Decision item 7) – approved the terms and conditions of entering into the Development Framework Agreement (DFA) and the Principal Development Agreements (PDAs), subject to approval of the Brookfield Europe and Hammerson Guarantor companies by the Director of Finance and the Leader of the Council, and the approval of the appropriate land transaction and financial arrangements by the Secretary of State. The approval was also subject to agreement of the plans, the historic costs and the form of the legal documents.
- 2.6 Cabinet Resources, 19 October 2010 (Decision item 5) – approved the changes to the terms and conditions of the Development Framework Agreement (DFA) and the two Principal Development Agreements (PDA) regarding Brent Cross Cricklewood (as considered and approved by Cabinet in October 2009)

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.1 The regeneration of Brent Cross Cricklewood contributes to all three priorities in the Corporate Plan 2012/13:
- Better services with less money
 - Sharing opportunities, sharing responsibilities
 - A successful London Suburb
- 3.2 The 2012 Growth Strategy for Barnet recognised that regeneration and growth are vital for ensuring the future prosperity of the borough and maintaining Barnet as a successful London Suburb. The scheme to transform Brent Cross Cricklewood will play a major role in delivering this prosperity, doubling the size of the shopping centre and linking seamlessly to a new town centre for Barnet and North London across the North Circular Road. Brent Cross Cricklewood is one of Barnet's priority regeneration areas, and will provide over 7500 new homes over the next 20 years. It is a key part of the wider revitalisation of the A5 corridor linking Brent Cross Cricklewood with developments at West Hendon, Colindale and Edgware and improvements to Cricklewood Town Centre, to create a series of high quality modern suburbs.
- 3.3 The first phase of the project, which is proposed to be delivered over the next 5-10 years, includes the redevelopment of the shopping centre, creation of major new infrastructure, improved links to the existing tube station, and delivery of around 1,300 new homes. This will create an estimated 3,000 construction jobs, and 2,500-3,000 permanent jobs.
- 3.4 As well as meeting the housing and employment needs of residents, growth can play a role in the longer term sustainability of Council services. The first phase of development at Brent Cross Cricklewood is expected to generate approximately an additional 91,500 sqm of net retail and commercial floorspace, equating to a potential business rate growth of up to £10m per annum. The 1,300 new homes delivered over the same period are expected to generate around £10.4m in New Homes Bonus payments and around £10.9m in Council Tax for new homes by 2020.

4. RISK MANAGEMENT ISSUES

- 4.1 Risk management issues remain as noted in the previous reports in October 2009 and October 2010.
- 4.2 The delivery of the Brent Cross Regeneration proposal (including the procurement of a development partner for the southern parts of the regeneration area) is subject to modification of the planning consent to allow re-phasing of the masterplan. Council officers are working closely with development partners, Transport for London and the Greater London Authority to ensure this happens as quickly as possible.
- 4.3 There is also the risk that the procurement of a development partner could be subject to challenge. To mitigate this risk, the procurement process will be subject to the relevant European Union procurement procedures, including if required, submitting a contract notice to the official Journal of the European Union (OJEU), of the procurement. The Council has retained specialist legal advice on the scheme as a means of ensuring that all actions taken by the Council accord with the provisions of relevant national and international laws, regulations and directives.

5. EQUALITIES AND DIVERSITY ISSUES

- 5.1 The Council is committed to improving the quality of life and wider participation for all the economic, educational, cultural, social and community life in the Borough.
- 5.2 The development proposals for the Brent Cross scheme will make a significant contribution to the provision of additional, high quality affordable housing units in the Borough as well as providing employment through the creation of a new town centre with leisure, health and educational facilities.
- 5.3 Extensive consultation has and will continue to be undertaken with the community to ensure that the scheme reflects local needs, as well as securing the future of North London's only regional shopping centre. The approach aims to secure the delivery of a cohesive and successful suburban environment which will help to address the deprivation that is concentrated in parts of the Borough.
- 5.4 In this regard, the Council and the Development Partners have appointed an Independent Residents Advisor to work with the residents on the Whitefields Estate within the regeneration area, and have established the Whitefields Estate Steering Group. The Council meets with the Steering Group on a regular basis. The Council and the Development Partners will be meeting with residents again in May to provide an update and discuss the re-phasing proposals.

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

- 6.1 The Council has the following consultant team in place to advise the Council on the Brent Cross Cricklewood project. Cabinet Resources Committee is asked to confirm the continued appointment of the external advisors for this project and that the Director for Place should deal with any necessary contractual issues or arrangements.

		Date Appointed
Eversheds	Legal – Commercial	July 2005 and Jan 2009
Paul Winter & Co	Legal – Planning	April 2011 (DPR) and July 2011 (Framework Agreement)
CBRE	Commercial	July 2007 (DPR 305)
GVA Grimley	Strategic Property Advice / Specialist Support	Nov 12 (DPR 1830)
PEP	Community Engagement	May 2011 (DPR 1317)

- 6.2 These contracts were subject to a competitive process and continue to represent the best available option for the Council. Further advice may be required on design, planning, transport and environmental matters, and consultants will be procured through the Council's procurement procedures.
- 6.3 Eversheds were appointed as legal advisors to the project on 18 July 2005 to support the Council in negotiations for the Cricklewood and Brent Cross project. This was following a competitive tender where Eversheds represented value for money and was the best available option for the Council. Eversheds appointment was reconfirmed by the Cabinet Resources Committee on 19 January 2009.
- 6.4 Paul Winter was at that time employed by Eversheds to provide legal planning advice to the Council's Planning team. He has since set up his own practice and, following a

competitive process, has continued to advise the Council's Planning and Legal Services on the Copthall and Brent Cross Cricklewood projects in accordance with the Framework Agreement dated 15 January 2011. Cabinet Resources Approval is sought to enable the Director of Place to extend this contract in accordance with the provisions contained within the Framework Agreement.

- 6.5 Under the terms of the Collaboration Agreement signed by the Council and the Development Partners, Hammerson/Cricklewood Regeneration Limited and Standard Life are obliged to pay the Council's consultants costs in connection with this project. Spend to date is approximately £3.73m and this has been recovered from the Development Partners. The costs associated with the further work required to progress the project in 2013/14 are estimated to be approximately £1.18m and will be recovered from the Development Partners. The Development Partners have confirmed that these costs are included in their approved budget. If the costs through monthly cost monitoring are likely to exceed this provision, then we will renegotiate additional costs with the Development Partners.
- 6.6 Cabinet Resources Committee approval will be sought to commence the formal procurement process.

7. LEGAL ISSUES

- 7.1 The Council has power a general power of competence under Section 1 of Chapter 1 of the Localism Act 2011 and this empowers the Council to enter into a joint venture arrangement with a private sector partner for the development of the South side of the Brent Cross Cricklewood Development Scheme. Section 1 of the Localism Act 2011 provides local authorities with a broad power to do anything that individuals can do subject to any specific restrictions contained in legislation.
- 7.2 The procurement of a development partner for the south side of the scheme would be carried out in accordance with the relevant European Union Procurement Regulations.
- 7.3 The procurement exercise for the appointment of the Consultants mentioned at paragraph 6.1 of this report was carried out in accordance with the Council's Contract Procedure Rules and with due regard to the European Union Procurement regulations.
- 7.4 The Local Government (Contracts) Act 1997 provides an express general power for local authorities to enter into contracts with third parties.
- 7.5 Section 111 of the local Government Act 1972 provides that a local authority has power to do anything which is calculated to facilitate, or is conducive or is incidental to the discharge of its functions.

8. CONSTITUTIONAL POWERS

- 8.1 The Council's Constitution in Part 3, Responsibility for Functions, states in paragraph 3.6 the functions delegated to the Cabinet Resources Committee to agree contracts, and including all matters relating to land and buildings owned, rented or proposed to be acquired or disposed of by the Council.

9. BACKGROUND INFORMATION / REPORT

Background

- 9.1 Brent Cross Cricklewood is one of London's major regeneration schemes and among the most significant planned new developments in Europe. It extends to circa 151 hectares. The Regeneration Scheme is being driven by a partnership comprising the Cricklewood Brent Cross Development Partners (Hammerson and Standard Life Investments) and the London Borough of Barnet.
- 9.2 The site represents a significantly under used area of brownfield land comprising industrial uses, former railway land and retailing premises surrounded by large areas of surface level car parking. The site is dominated and constrained by the existing road network and rail infrastructure. Nevertheless, given its location at the connection between the M1 and the A406, Brent Cross Cricklewood represents an underused gateway site into London. The potential of the site is reinforced by its connection with the A5 and A41, and its close proximity to the Northern Line at Brent Cross station, the Midland mainline and Brent Cross bus station.
- 9.3 The overall aim is to create a new town centre, uniting the areas north and south of the A406, and to stitch together the damaged fabric of this extensive urban area. The scheme will deliver a sustainable town centre comprising attractive residential environments, an expanded and improved shopping centre and an attractive retail environment along a new High Street. Brent Cross Cricklewood represents an opportunity to create a high quality modern development within a mixed community providing local shops, restaurants, offices and schools, set around parkland and green space.
- 9.4 As detailed in the Corporate Strategy section, the development of this strategic gateway site will not only provide an attractive and vibrant place to live and work but will also contribute to the future prosperity of the borough. Phase 1 alone is expected to create an additional 3,000 construction jobs, and 2500-3000 permanent jobs over the next 5-7 years and will generate approximately an additional 91,500 sqm of net retail and commercial floorspace, equating to potential business rate growth of up to £10m per annum.
- 9.5 The report to Cabinet Resources on 19 October 2010 set out the final agreed commercial terms to be incorporated into the legal agreements between the Council, Hammerson/Standard Life and Cricklewood Regeneration Ltd in respect of the Brent Cross shopping centre and the lands to the south of the A406.
- 9.6 Outline planning permission for the comprehensive regeneration of the Brent Cross Cricklewood area was granted on 28 October 2010.

Progress Update

- 9.7 In the last two years the Development Partners have been working up a re-phasing of the existing outline planning consent that will provide a more viable scheme and will meet the planning conditions of the outline permission. The risk of the need for re-phasing was highlighted in the Cabinet Resources Committee Report in 2009 given the existing economic conditions.
- 9.8 This re-phasing exercise has provided the Development Partners with the opportunity to revisit the masterplan and the introduction of improvements, for example better

pedestrian links between Brent Cross Shopping Centre and the proposed new high street to the south of the A406. This is subject to Planning and therefore needs to be considered and reviewed by the Council's planning team as part of the application to modify the existing consent.

- 9.9 This re-phasing strategy will enable a start on site by 2017 in accordance with the existing permission, and a potential opening date for the new shopping centre by 2020.

Procurement of Development Partner to deliver the southern parts of the Brent Cross Regeneration.

- 9.10 The Council and Hammerson/Cricklewood Regeneration Limited are investigating the best way to secure a development partner to deliver the southern parts of the Brent Cross Cricklewood Regeneration. The Council will lead this process with the support of Hammerson / Cricklewood Regeneration Limited. This approach will enable Hammerson to focus on the delivery of the shopping centre at Brent Cross and the significant infrastructure required to support the comprehensive regeneration proposals. The legal agreements with the Development Partners will be updated to reflect this revised approach and will be reported to Cabinet Resources Committee for approval..
- 9.11 The Council has also instructed GVA Grimley to provide strategic property development advice and specialist support on the delivery of the southern parts of the scheme. The first stage of that advice is to review the existing masterplan and consider the most appropriate delivery mechanism and procurement route to find a delivery partner. This work, which is commercially sensitive, will be reported to Cabinet Resources Committee later this year.
- 9.12 Cabinet Resources Committee approval is therefore sought to allow the Council and Hammerson/CRL to begin preparations for the Council to procure a partner to deliver the southern part of the regeneration proposals. This work will include GVA, on the Council's behalf, undertaking research to understand the market on bringing forward the regeneration proposals and determine the most suitable delivery mechanism and the appropriate procurement route.
- 9.13 GVA are also commissioned to explore potential funding strategies to bring forward critical infrastructure within the Regeneration Area, including the Thameslink Station. This review will be complete in April 2013 and reported to Cabinet Resources later this year.
- 9.14 Following this exercise and the conclusion of the GVA work, Cabinet Resources Committee approval will be sought to commence the formal procurement process in early 2014 based on a clear procurement strategy and delivery mechanism.

10. LIST OF BACKGROUND PAPERS

- 10.1 None.

Cleared by Finance (Officer's initials)	MC/JH
Cleared by Legal (Officer's initials)	JF

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Meeting	Business Management Overview and Scrutiny Committee
Date	2nd May 2013
Subject	Management Agreement with The Barnet Group for the Management of Council’s Housing Stock and Provision of the Housing Service
Report of Summary	Cabinet Member for Housing This report outlines the background to the need to renew the current management agreement covering the activities of Barnet Homes. It also outlines the key activities, risks and timeline for the renewal of the management agreement.

Officer Contributors	Pam Wharfe, Director for Place Paul Shipway, Head of Housing Strategy and Performance Sarfraz Shafiq, Housing Strategy and Business Improvement Manager
Status (public or exempt)	Public
Wards Affected	All
Key Decision	Yes
Reason for urgency / exemption from call-in	Not applicable
Function of	Executive
Enclosures	Appendix 1: VFM Review - Executive summary Appendix 2: Recommendations from AUXO Report Appendix 3: 2013/14 Management Fee analysis
Contact for Further	Paul Shipway, Head of Strategy and Performance, 020

1. RECOMMENDATIONS

- 1.1 **That the Committee consider and make appropriate comments and recommendations on the renewal of the Management Agreement between the Council and The Barnet Group for the future management of the Council's social housing stock and the provision of Housing Service.**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 Cabinet approved the establishment of an Arms Length (housing) Management Organisation (ALMO), Barnet Homes, on 19 January 2004 (Decision Item 8).
- 2.2 The Housing Strategy was agreed by Cabinet on 12 April 2010 (Decision Item 8). This set out the Council's strategic context for its approach towards its ALMO:

"The Council views Barnet Homes as a potential vehicle for providing additional services on its' behalf, as well as extending its role as a provider of housing related services, and we will explore options for progressing this through the Future Shape programme."

- 2.3 On 24 May 2011, the Cabinet Resources Committee approved the Business Case for the Adults in-house Service Review project, allowing the set up of a local authority trading company (LATC) structure, incorporating Barnet Homes (Decision item 12).
- 2.4 The Cabinet Resources Committee agreed on 16 January 2012 to transfer the Housing Needs Service to The Barnet Group, with Barnet Homes responsible for delivering the service (Decision item 6).

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.1 Renewal of the Management Agreement with The Barnet Group will enable the Council to continue to cater for the housing needs and aspirations of residents, in particular by effective management of the regeneration estates¹ and by building new homes, thereby supporting the key Corporate Plan (2013-2016) priority *to promote responsible growth, development and success across the borough.*
- 3.2 The inclusion of homelessness and housing advice services in the scope of services provided by Barnet Homes has enabled the provision of a more holistic and customer focused housing services for those who are most in need and support for young people and households to become more independent, a key element of the Corporate Plan priority *support families and individuals that need it – promoting independence, learning and wellbeing.*
- 3.3 The Council's Housing Strategy 2010 identified Barnet Homes as a suitable vehicle for providing additional services on its behalf, including an extension of its role as a provider of housing related services. This decision to expand the

¹ The regeneration estates include Grahame Park, West Hendon, Stonegrove/Spur Road and Dollis Valley.

functions of the ALMO was based on Barnet Homes' successful completion of the Decent Homes programme, to deliver £189m worth of investment in council homes, and their track record of improving services for council tenants since they were set up in April 2004, as evidenced by improved levels of tenant satisfaction and successful outcomes to Audit Commission inspections in 2004 and 2008.

4. RISK MANAGEMENT ISSUES

- 4.1 There is a risk the Management Agreement will not adequately reflect new organisational structures and relationships. To mitigate against this risk the new Management Agreement will be drafted so that it is sufficiently flexible to accommodate evolving commissioning, governance and contract/performance monitoring arrangements.
- 4.2 There is a risk Barnet Homes does not have the capacity to deliver new or additional outcomes and functions which it is expected to deliver. To formulate mitigation actions against this risk the Value for Money Review considered the capacity of Barnet Homes to deliver broader agendas. Setting of targets/Super KPIs will take into account findings from VFM report. Review of Service Level Agreements will reflect additional expectations.

5. EQUALITIES AND DIVERSITY ISSUES

- 5.1 The Equality Act 2010 introduced a public sector equality duty which obliges the Council to have due regard to the need to:
- a) eliminate unlawful discrimination, harassment, victimisation;
 - b) advance equality of opportunity between those covered by the Equality Act and those not covered, e.g. between disabled and non-disabled people; and
 - c) foster good relations between these groups.
- 5.2 The Council has, in accordance with its statutory obligations, considered the impact on equalities arising from its proposal to renew the Management Agreement with The Barnet Group for a further 10 years. A high level equalities risk assessment was undertaken by the Management Agreement project group in February 2013 and concluded that there is a low risk of any adverse equalities impact on any protected characteristic grouping arising from the renewal of the Management Agreement with The Barnet Group. In view of this, a full equalities impact assessment will not be required.
- 5.3 Under the Equality Act 2010, the public sector equality duty also applies to 'a person, who is not a public authority but who exercises public functions and therefore must, in the exercise of those functions, have due regard to the general equality duty'. This means that The Barnet Group and Barnet Homes will need to have regard to their general equality duty in the performance of their function under this management agreement.
- 5.4 Barnet Homes, as the operating subsidiary of The Barnet Group, are aware of and understand the obligations of the Act.

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

- 6.1 In April 2012 self financing was introduced for council housing nationally. This included a one-off debt settlement of £102.6 million which was financed by long term borrowing. The financial ring-fence that separates the Housing Revenue Account (HRA) from the general fund remains in place which means that the cost of supporting the self financing debt falls on the HRA and current projections indicate that this is sustainable in the short and long term.
- 6.1 The financial arrangements between the Council, HRA and The Barnet Group are defined in the management agreement. As the operating subsidiary, there will continue to be a management fee which relates to the operational and management activities of Barnet Homes (Revenue expenditure) and investment in existing homes and new development (Capital expenditure). This separation will help to ensure that financial decisions relating to operational issues do not directly affect major works and allows the Capital programme to remain flexible and able to adapt to future needs. However it must be recognised that all expenditure be it revenue , capital or debt financing is ultimately funded by tenants through rent and service charges and the need to maximise value for money within the resources available is a key requirement to deliver the aspirations of all stakeholders.
- 6.2 Barnet Homes has already delivered efficiencies. The management fee payment has reduced from £26.7m in 2010/11 to £25.8m in 2012/13, a difference of £900,000. This management fee is in relation to the HRA service provision excluding Housing Needs Resources HRA elements.
- 6.3 The Council's medium term financial strategy includes a further savings to the HRA of £400,000 in 2013/14, £300,000 in 2014/15 and £200,000 in 2015/16 through reductions in the Barnet Homes management fee relating to housing management services.
- 6.4 Further savings are included in the Council's medium term financial strategy for the housing services transferred to Barnet Homes in April 2012 of £101,000 (£40,000 HRA and £61,000 General Fund) in 2013/14, £95,000 (£40,000 HRA and £55,000 General Fund) in 2014/15 and £300,000 (General Fund) in 2015/16. Barnet Homes has absorbed additional costs, rather than request a management fee variation from the Council.
- 6.5 2011/12 Chartered Institute of Public Finance and Accountancy (CIPFA) statistics benchmarking review indicates that Barnet Homes is below the cost average for outer London boroughs and London boroughs ALMOs.

7. LEGAL ISSUES

- 7.1 Section 27 of the Housing Act 1985, provides the power to allow another person to exercise housing management on behalf of the local housing

authority. This power enables ALMOs to be set up. The approval of the Department of Communities and Local Government (DCLG) is necessary for such an agreement, and the variation of a provision of a management agreement.

7.2 Pursuant to section 105 of the Housing Act 1985, there is a duty to consult secure tenants who are likely to be substantially affected by a matter of housing management i.e. which relates to the management of dwelling houses let by the authority under secure tenancies. This includes a change in the policy of the authority which is likely substantially to affect the tenants.

7.3 The duty to consult is technically one to inform, to allow them to make their views known and before making a decision upon the matter, to consider any representations made. One might reasonably take the view that none of the potential changes would have the effect of requiring such consultation. Practically, however, it may be appropriate to at least inform the tenants of such proposals, technically outside of a section 105 consultation, without necessarily inviting a response.

8. Constitutional powers (Relevant section from the Constitution, Key/Non-Key Decision)

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 Scrutiny Committees are in the Overview and Scrutiny Procedure Rules (Part 4 of the Constitution). The Business Management Overview and Scrutiny Committee has within its terms of reference the following responsibilities:

- To have responsibility for the review of the policy framework and development of policy and strategy not within the remit of other overview and scrutiny committees.

9. BACKGROUND INFORMATION

9.1 Barnet Homes was established as an Arms Length Management Organisation (ALMO) in April 2004, following a full stock options appraisal. The ALMO provided a delivery vehicle to improve the condition of the Council's housing stock through the Decent Homes programme and improve services to tenants and leaseholders.

9.2 As stated at paragraph 7 above, the original Management Agreement dated 1st April 2004 with Barnet Homes required specific approval from the then Office of the Deputy Prime Minister under section 27 of the Housing Act 1985 to delegate responsibility for the housing management function to a third party, in this case Barnet Homes. Further approval was sought and granted from the Department of Communities and Local Government (DCLG) in 2012 for the transfer of Housing Needs and Resources into Barnet Homes.

- 9.3 Whilst these approvals still stand, there will need to be a refreshing of the authority by the DCLG. This is seen as a formality given that no major change to the original approval is being sought. It is expected that s27 consent will be granted shortly.
- 9.4 Barnet Homes was successful in delivering the Decent Homes programme and improving tenant satisfaction, and in 2010 the Council's Housing Strategy confirmed that the Council wanted to keep the ALMO and explore the potential for Barnet Homes to provide more services.
- 9.5 In January 2012, Barnet Homes became part of The Barnet Group, a local authority trading company (LATC) wholly owned by the Council. As a consequence, by a Deed of Novation dated 1st February 2012, the Council agreed to release and discharge Barnet Homes from the original Management Agreement upon the terms of The Barnet Group undertaking to perform the Management Agreement, and be bound by the terms in the place of Barnet Homes. Subsequently, by an agreement between The Barnet Group and Barnet Homes, Barnet Homes, agreed to carry out the services under the Management Agreement. In March 2012, the Management Agreement was expanded to include homelessness and housing advice services that had previously been provided by the Council.
- 9.6 The relationship between the Council, The Barnet Group and Barnet Homes as set out in the Management Agreement is due to expire in April 2014 and a programme of work has been taking place to review this agreement with a view to renew it for a further 10 years.
- 9.7 This work has included an independent Value for Money (VFM) Review, and consultation with tenants and leaseholders through independently facilitated workshops and an online survey.
- 9.8 Good progress has also been made in drafting a new management agreement that takes account of the council's new structure and the outcomes of the VFM review and the consultation with residents.

Value for Money Review

- 9.9 The Housing Quality Network, a specialist housing consultancy, was commissioned to undertake the Value for Money (VFM) review during November and December 2012.
- 9.10 The review focused on Quality and customer focus, performance, costs and concluded that overall Barnet Homes is currently high performing and providing value of money.
- 9.11 The VFM review made five recommendations which are summarised below with responses formulated in conjunction with Barnet Homes:

Recommendations	Response
To adopt new key performance indicators under the following headings covering Business critical, Impact on residents and	A set of key performance indicators and super KPIs are being developed to reflect the priorities of

Service standards.	the Council and residents
To agree future arrangements with BH for benchmarking service quality and costs with other housing providers.	To be developed through commissioning group in conjunction with The Barnet Group
To review with BH after one full year of operation the transfer of Housing Needs and Resources services.	Barnet Homes are undertaking further lean systems thinking work to build upon the work already carried out when the service was managed by the council
To support the service review of housing options to meet the challenges presented by the significant increase in housing demand at a time of greatly reduced housing supply.	
To agree arrangements with BH for on-going review of BH strategies, including its business strategy and the monitoring of performance on delivery of high risk work areas.	These arrangements will be dealt with in the new management agreement.

- 9.12 The executive summary from the VFM review is attached at **Appendix 1** – the full report can be made available if required.
- 9.13 The new management agreement will include provision for the council to carry out further value for money reviews of Barnet Homes at 3 and 7 years to ensure that services continue to be of a high standard at a competitive price.

Consultation

- 9.14 AUXO Limited undertook three workshops with a total of 33 Council tenants and leaseholders in December 2012 and January 2013 to elicit their views on service priorities for inclusion in the management agreement.
- 9.15 The outcome of the focus groups was generally positive, with participants highlighting that they felt Barnet Homes strived hard to be a good landlord that listens to its tenants and leaseholders, with a good repairs service. It was also noted that Barnet Homes has improved its relationship with customers and provided opportunities for people in their employment and training initiatives.
- 9.16 The focus groups identified a number of areas where they felt Barnet Homes could improve. These are set out in the table at **Appendix 2** alongside responses formulated in conjunction with Barnet Homes.
- 9.17 In addition to the workshops, an on line survey was conducted for Barnet Homes customers. 149 responses were received, and analysis of respondents top three priorities for both the Council and Barnet Homes is set out below:

<i>Priorities for Barnet Homes</i>	<i>%</i>	<i>Priorities for Barnet Council</i>	<i>%</i>
Maintenance	15.8%	New Homes	15.0%
ASB	15.5%	Improving estates/communities	14.5%
Improving estates/communities	9.0%	Maintenance	11.0%
New Homes	8.7%	ASB	9.4%
Maintenance of common areas	8.3%	Help to find work/training	7.8%

Supporting people to stay in their homes	6.3%	Maintenance of common areas	6.7%
Handling complaints	5.8%	supported housing	5.9%
Help to find work/training	5.6%	Green/promoting environmentally friendly services	5.6%
Advice on moving to another home	5.1%	Community Groups support	4.6%
Supported housing	4.4%	Supporting people to stay in their homes	4.3%

- 9.18 The survey shows some correlation with the workshops, particularly around dealing with anti social behaviour and improving estates and communities, but also building new homes as a high priority for both Barnet Homes and the Council.
- 9.19 Whilst maintenance figured more strongly in the survey, more detailed analysis showed that tenants were concerned about the cost of repairs and the value that Barnet Homes were getting from contractors.
- 9.20 A limited number of surveys of housing needs customers were carried out by council staff at Barnet House. These highlighted the need to develop more effective mechanisms for consulting this customer group, but key issues emerged around the need for clear communication about decisions on housing applications. As highlighted in the VFM review, there is a need to review the operation of the Housing Needs service and Barnet Homes have been asked to carry out systems thinking work as part of this.
- 9.21 Stakeholders including housing associations and voluntary organisations were also invited to complete an online survey. This elicited a low response rate with only six surveys completed. Key issues included regeneration, performance on nominating housing applicants to housing associations and building new homes.

The Performance Framework

- 9.22 A performance framework will be established to outline the key targets for Barnet Homes leading up to each of the review periods. Many of these targets will be familiar in relation to existing key performance indicators (KPI) and financial objectives. However, a new suite of Super KPIs will also be introduced in line with the other outsourcing projects of the Council. These will include:
- Employment and training, with an emphasis on NEETs (young people not in education, employment or training)
 - Health and wellbeing
 - Growth and New Homes
- 9.23 Work is underway to ensure Super KPIs that are set are clear and deliverable within an agreed timescale, and to develop a balanced scorecard approach to the collection of information to ensure that the measurement is able to capture efforts that are put in to meet the objectives.
- 9.24 It is anticipated the Performance Framework will be completed by May 2013.

Management Fee

- 9.25 As set out at 6 above, Barnet Homes has already agreed to deliver efficiencies as part of the Council's medium term financial strategy and HRA business plan and these will be incorporated into the new agreement.
- 9.26 The Barnet Homes Year 2013-2014 HRA Management Fee Income Analysis (including Housing Options) is attached at **Appendix 3**.

Commissioning Council

- 9.27 Commercial services have been involved in the project team to ensure that the new Management Agreement reflects the Council's new commissioning structure, and how Barnet Homes will work within this alongside other delivery units. Barnet Homes have also been asked to develop super key performance indicators which will help the council to deliver its wider strategic objectives, as referred to in 9.20 above.

Draft Management agreement

- 9.28 Work is currently underway to finalise and agree the Management Agreement with The Barnet Group , ensuring that it:
- reflects the Council's new organisational arrangements
 - ensures the continued effectiveness of the new services transferred to Barnet Homes as well as the existing landlord functions;
 - takes account of customers' views.

Next steps

- 9.29 Outside of the Government approvals outlined at paragraphs 7, 9.2 and 9.3 above, there will also be some governance issues to be dealt with by both the Council and The Barnet Group.
- 9.30 For the Council the Cabinet will consider the new management agreement on 18 June.
- 9.31 The Barnet Group Board will consider the new management agreement on 07 June 2013

10. LIST OF BACKGROUND PAPERS

- 10.1 None

Cleared by Finance (Officer's initials)	JH
Cleared by Legal (Officer's initials)	POJ

Appendix 1 - Value for Money Review - Executive summary

Housing Quality Network was commissioned by London Borough of Barnet (LBB) to undertake a value for money review with the aim of providing objective information on how Barnet Homes (BH) is achieving value for money in delivering its purpose and objectives. It was carried out during November and December 2012. The main output from the exercise is this report and recommendations. The review concludes that BH, overall, is currently high performing and providing value of money (VfM).

Quality and customer focus

BH has a sensible structure in place which is delivering high and increasing levels of customer satisfaction. Involved tenants feel that they are able to influence the service. We were particularly impressed with the outputs of frontline services the cleanliness and upkeep of estates. BH is aware of the challenges ahead and is reviewing and developing new approaches, for example to welfare reform, management of flexible tenancies.

Performance

There is a strong performance and management culture in place with regular reporting at a variety of levels. BH is performing well and performance in most areas compares well and indeed in most areas is better than peers. Much historical benchmarking via HouseMark is now out of date and BH has addressed this by helping form the London Directors Forum and joining the London ALMO group and is currently carrying out detailed housing service benchmarking reviews. Benchmarking of housing needs is a new area for BH. The housing needs London authorities' benchmarking in 2010/11 found that LBB was mid table on homeless acceptances numbers and the fourth highest in the use of temporary accommodation.

Costs

The BH budget in 2012/13 is £48.239m of which £5.854m is for the new services added to BH in April 2012. The management fee payment has reduced from £26.7m in 2010/11 to £25.8m in 2012/13, a difference of £900,000. LBB's medium term financial strategy includes a further £400,000 saving in 2013/14 and £300,000 saving in 2014/15 in the management fee.

Further savings are included in the LBB's medium term financial strategy for the new HNR services of £101,000 in 2013/14 and £95,000 in 2014/15. BH has absorbed additional costs, rather than requesting a management fee variation from LBB. 2011/12 CIPFA statistics benchmarking review indicates that LBB is below the cost average for outer London boroughs and London boroughs with ALMOs.

The Audit Commission said in 2008 that "Barnet Homes is generally delivering customer focused services, and is using partnership working to further improve services and capacity. There is a strong focus on value for money resulting in £6.7m savings since April 2006". This review found that this was still the case. To date both

LBB and BH have achieved significant efficiencies in the housing service and were able to identify future efficiencies which were planned.

LBB's new strategic priorities

LBB has a clear framework, One Barnet Programme, for driving forward new strategic priorities. This has included the establishment of LATC which is a first of its kind. Clear priorities and objectives have been set and include:

- BH has commenced a major upgrade over the next two years of its IT systems to deliver on value for money in future years
- LBB has commenced discussions with BH on a new Council homes building programme
- BH has a new business strategy in 2012 covering potential new areas for trading.

Recommendations

This review has identified five recommendations:

- 1 To adopt new key performance indicators under the following headings:
 - Business critical
 - Impact on residents
 - Service standards.
- 1 To agree future arrangements with BH for benchmarking service quality and costs with other housing providers.
- 2 To review with BH after one full year of operation the transfer of Housing Needs and Resources services.
- 3 To support the service review of housing options to meet the challenges presented by the significant increase in housing demand at a time of greatly reduced housing supply.
- 4 To agree arrangements with BH for on-going review of BH strategies, including its business strategy and the monitoring of performance on delivery of high risk work areas.

Appendix 2 - Recommendations from AUXO Report

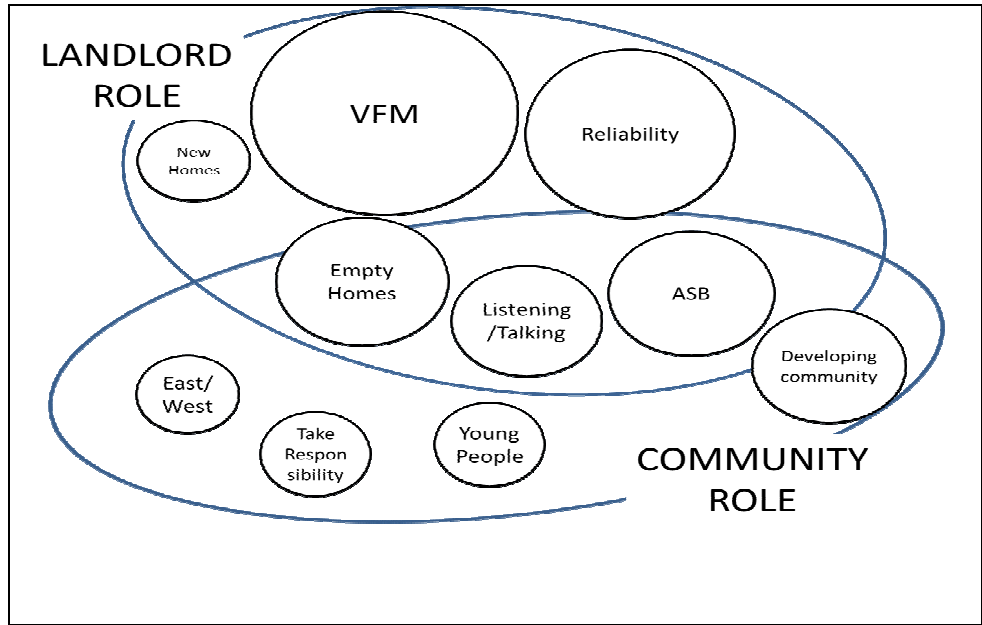
Priority Area / Main Issue	The Barnet Group Response
<p>Value for money - Issues mainly around the perceived cost of repairs and that Barnet Homes are paying more than they need to in some instances. Some of the participants would welcome more information about budgets and how these are spent</p>	<p>A recently completed benchmarking exercise with other London boroughs found BH repair costs are low and expected to improve further based on recently re-tendered contracts.</p> <p>BH will publish headline information on how rent money is spent in their athome magazine, including spend in relation to the capital investment programme.</p>
<p>Reliability - Some concerns that BH don't always do what they say and that service levels do not always meet expectations. Some reflection on delays with Regeneration schemes.</p>	<p>BH is making a significant investment in IT infrastructure, including a new CRM system to improve customer information and communications [internally and externally] to focus service delivery on the needs of customers.</p> <p>Alongside the IT delivery will be a refresh and re launch of the customer service strategy which will include a review of the current processes and procedures to ensure that BH are working across the group structure to resolve customer queries at first point of contact</p>
<p>Anti-social behaviour - A general desire for increased visibility from Barnet Homes on estates.</p>	<p>BH set up a customer focus group on anti-social behaviour and will review their ASB policy. The objective is to give clearer advice to customers on the intervention process and provide information the role of other agencies including the police and community mediation organisations.</p> <p>BH will also explore practical ways of raising the visibility of field workers and site based workers such as caretakers, for example through distinctive clothing. The investment in new IT will also enable greater levels of mobile working and more ability to take immediate actions to resolve issues.</p>
<p>Empty Homes - Identified as a priority but not discussed in any depth. Possibly issues about perception of how Barnet Homes manages properties that become empty</p>	<p>Despite record low numbers of empty property and top quartile re-letting times, BH recognise that there are some instances when properties can be empty for a longer period of time, for example due to structural damage issues, and these can create a wrong impression. BH to micromanage these to ensure re-letting times are minimised.</p> <p>BH also supports the Council's Environmental Health teams to respond to empty leaseholder and</p>

	<p>private sector owned properties through the Let2barnet service, working together on Empty Dwelling Management Orders or ultimately a collaborative approach towards Compulsory Purchase Orders.</p>
<p>Developing Communities - Barnet Homes should be active and involved in developing the communities in which people live. The main areas under discussion in the groups was the need to build pride and respect for local communities and the need for Barnet Homes to support and recognise the volunteers who actually make a difference on the ground.</p>	<p>Community Engagement team set up to lead on the strategic approach to building communities and working with partners.</p> <p>A variety of projects have already been implemented in this area, for examples:</p> <p>Love Burnt Oak brings together local partners to deliver a range of initiatives including work clubs and training to empower local people.</p> <p>The Love Where You Live programme, now in its 4th year, enables BH staff and contractors to work with local people on spring clean type activities to help build a sense of pride in their community.</p> <p>BH are partners in the community clean up and fun NOISE event held each year at North Road Estate. There are also annual fun days on Grahame Park, Stonegrove, West Hendon, Dollis Valley and The Grange estates</p> <p>BH also piloting community coaching project in Burnt Oak and seeking to develop this area as part of the early intervention and prevention work with the Council.</p> <p>Many BH staff are active community volunteers. BH is committed to contributing 1,000 staff days a year to volunteering in its Business Plan 2013-2018.</p>
<p>Communication and consultation - Barnet Homes does not always communicate well internally and a perception that they do not always follow through on issues raised by residents.</p>	<p>The investment in the new CRM system will support staff to track issues, actions and progress in meeting the often complex and cross-service needs of BH customers. The system will also enable the customers to track progress online themselves.</p>
<p>Young People - A desire to see Barnet Homes involved in provision for young people such as youth clubs</p>	<p>BH engage with young people in the community through a number of ways, including:</p> <p>Funding youth clubs in Fosters and West Hendon estates; developing two more at Burnt Oak and Chesterfield Road Barnet.</p>

	<p>Supporting Rainbow Centre on Dollis Valley with equipment to allow IT training and workclubs.</p> <p>Using their Voicebox brand to host events with partners such as Fairplay Barnet and NUTMEG community, designed to listen to views of young people and to inform them about current issues.</p> <p>Three BH Facebook pages designed to engage with young people in the community. Currently they have over 3,000 friends.</p> <p>Organising events such as Urban Gamez and Kickz to bring sport and young people together across the borough</p> <p>Funding a full time Youth Coordinator in their new Community Engagement Team to work across the community; also have a member of their communications team dedicated to working with social media and developing new online interactions</p> <p>The Housing Options services Get Real project prepares vulnerable young people to live independently</p> <p>BH are looking to do more in this area and work with the Council and other partners to take on additional early intervention and prevention youth services around mentoring, peer to peer support and youth activities.</p> <p>BH also seeking to expand their already extensive apprenticeship programme and training opportunities to support young people gain full employment.</p>
<p>The East/West question - A perception that the west of the borough receives less resources than the east associated partly with the location of council and Barnet Homes services in the</p>	<p>BH exploring the provision of an office in the west of the borough although it is unlikely that this alone will be sufficient to shift this perception which is more widely related to generally better quality stock in the east of the borough and more regeneration schemes in the west.</p> <p>BH will publish headline information on how money is spent the in their athome magazine, including where the capital programme will be spent.</p>
<p>Developing New Homes - There was support for Barnet Homes developing</p>	<p>An interim Head of New Build has been appointed to review 40 potential infill sites. It is anticipated that Barnet Homes' first new builds will be delivered in the coming financial year and will include</p>

new homes	properties to meet Adult Social Care needs.
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In summing up the issues that came from the consultation, AUXO Ltd identified that these fell broadly into issues associated with Barnet Homes' role as a Landlord, and themes associated with their wider community role. This is illustrated in the diagram below, in which the size of the circles represents the importance of the issue.



Appendix 3

Barnet Homes Year 13/14 HRA Management Fee Income Analysis (including Housing Options)

Repairs & Maintenance	7,800,000	
Utilities	1,602,000	(GP Boiler House, Estates, Supported Housing, Community Centres, Assist and GP Offices Utility costs)
Accommodation	748,000	SLA Accommodation and Rates
Grounds Maintenance & Tree Works	643,000	
Rent Deposits and Landlord Incentives	230,000	
Legal Costs	369,000	
Tenant Related Costs	99,000	(Resident Participation costs, tenant removal costs, tenant travel and other misc. tenant related costs)
Estate, Hostel & Warden Services	569,000	(includes GP Boiler House Repairs & Maintenance costs, Caretaking & Neighbourhood overhead costs, CCTV, Nuisance etc)
Redundancy & Pension Strain	125,000	(Mainly Housing Options redundancy & pension strain costs)
Information Technology	935,000	SLA IT, IT Services, Software License & Support & IT Consumables
Consultants	163,000	
Depreciation	266,000	
Transport costs	245,000	SLA Transport, Fuel & Diesel, Vehicle Run costs
Other Employee Related costs	543,000	Mainly Caretakers Accommodation & Council Tax costs. Other costs include Staff Training, Car Mileage, Car Lump Sum
Other Costs	2,204,000	(Grant Payments £847,000 - mainly Housing Options, Insurance £362,000, Printing & Postage - £197,000, Other SLAs £168,300, Equipment & Materials £166,000 etc)
Staff Costs	10,045,609	Balancing figure (Salaries, Wages & Agency Staff) , other elements of salaries funded by Capital Works, Grant Income, YCB SLA income etc
Total	26,586,609	

General Fund Housing Options Year 13/14

Employees	1,683,640.00	
Non Pay Employees	51,190.00	
Premises	161,440.00	
Transport	26,920.00	
Supplies and Services	827,027.00	
Additional Finance and HR	19,041.00	
Other Costs	315,410	Additional £376,000 budget for 2013/14 new activities less £61,000 efficiency saving
Total	3,084,668	

Meeting	Business Management Overview & Scrutiny Committee
Date	2 nd May 2013
Subject	Task and Finish Groups / Scrutiny Panels – Recommendation Tracking
Report of Summary	Scrutiny Office 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	Anita Vukomanovic, Overview & Scrutiny Officer
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix A– Domestic Violence Task and Finish Group Appendix B – Contract Monitoring and Community Benefit Task and Finish Group Appendix C – Secondary School Places Overview & Scrutiny Panel Task and Finish Group Appendix D – Early Intervention and Prevention (Children’s Services) 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.**
- 1.2 That the Committee review the update on the Secondary School Places Overview and Scrutiny Panel and consider whether to reconvene the panel for one meeting.**
- 1.3 That the Committee note the update on the Education Overview and Scrutiny Panel as set out in paragraph 9.8 below and be requested to approve that consultation with Committee Members on the draft report takes place via e-mail instead of reporting to the next formal meeting on 3 July 2013.**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 Cabinet, 20 February 2012, Secondary School Places Overview and Scrutiny Panel
- 2.3 Cabinet, 4 April 2012, Early Intervention and Prevention (Children's Services) Task and Finish Group
- 2.5 Safer Communities Partnership Board, 7 March 2011, Domestic Violence Task and Finish Group
- 2.6 Cabinet Resources Committee, 4 April 2012, Contract Monitoring and Community Benefit 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 Services existing budgets, as identified by the Task and Finish Group/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 (3rd February 2010)
 - School Places Planning (3rd February 2010)
 - Advice Provision in the Borough (22nd February 2010)
 - Homelessness and Young People (12th April 2010)
 - Road Resurfacing (12th April 2010)

- Recycling and Waste Minimisation (6th September 2010)
- Remodelling Older People's Housing with Support (20th October 2010)
- Council's Response to Cold Weather (20th October 2010)
- Housing Allocations Overview and Scrutiny Panel (10th January 2011)
- Domestic Violence (7th March 2011)
- Fostering Recruitment (14th September 2011)
- Secondary School Places Overview and Scrutiny Panel (9th January 2012)
- Health and Social Care Integration (4th April 2012)
- Early Intervention and Prevention Services (Children's Services) (4th April 2012)
- Contract Monitoring and Community Benefit (4th April 2012)
- Carbon Footprint (4th April 2012)
- Education Strategy Task (18th 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 services (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 services 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 & Community Benefit TFG
 - Domestic Violence TFG
 - Early Intervention and Prevention TFG
 - Secondary School Places Overview and Scrutiny Panel
- 9.6 An update from services in relation to the scrutiny panels/task and finish groups (referred to at 9.5 above) are set out in Appendices A to D. The Committee are requested to comment on information provided in the update report.
- 9.7 Information contained within the Task and Finish Group update 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 services 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.
- 9.8 Members are requested to note that the final report of the Education Strategy Overview and Scrutiny Panel was due to be presented to the Committee at this meeting. Due to timing issues, it has not been possible to finalise the report in time for formal consideration at this meeting. As set out in recommendation 1.3, the Committee are requested to approve that

consultation with committee members takes place via e-mail to enable the report of the Panel to be reported to Cabinet on 18 June 2013 alongside the Education Strategy for Barnet.

10. LIST OF BACKGROUND PAPERS

10.1 None.

Cleared by Finance	JH
Cleared by Legal	MB

Key:

Green = fully implemented

Amber = partially implemented

Red = no progress or significant delay in implementation

Appendix A

Domestic Violence Task and Finish Group – Cabinet , 7 March 2011

Recommendation to SCPB (accepted)	Status	Information	Contact Officers
<p><u>Recommendation One:</u> Consider commissioning psychological support services for child victims/witnesses of domestic violence to tackle the intergenerational cycle of violence in families” Agreed subject to resources</p>	<p>Green</p>	<p><u>Safer Communities Partnership Board response to recommendation:</u> Agreed subject to resources</p> <p><u>Update May 2013:</u> There are a number of projects in place which addresses this issue; this includes the work of the; Intensive family focus work within the Troubled Families Unit, the Safer Families Project work, a youth engagement officer through Victim Support working on healthy relationships. Including work with the current DV agencies in the borough. Solace Women’s Aid, LBB’s commissioned DV Service are also delivering a specific programme. This is called ‘Hurting in the Family’ and this is a community programme for young people aged 11 years plus, they can also access emotional support services and counselling (their mothers are supported separately).</p>	<p>Manju Lukhman – Domestic Violence Co-ordinator – Safeguarding Prevention and Partnership Division, Children’s Service</p>

Key:

Green = fully implemented

Amber = partially implemented

Red = no progress or significant delay in implementation

Appendix A

Domestic Violence Task and Finish Group – Cabinet , 7 March 2011

Recommendation to SCPB (Not accepted)	Status	Information	Contact Officers
<p><u>Recommendation Two:</u> Amend the title of Barnet's Multi-Agency Domestic Violence Strategy 2010/11 – 2012/13 to Barnet's Call to End Violence against Women and Girls Strategy 2010/11 – 2012/13 to assist in attracting Home Office funding</p>	<p>Green</p>	<p><u>SCPB response to recommendation:</u> Not agreed as the initial priority was to make progress on domestic violence rather than this wider, albeit important, agenda.</p> <p><u>Update May 2013:</u> The existing Domestic Violence strategy ended in March 2013. This was reviewed in November 2012, with the participation of members within the DV Forum, the DVOPS and DVSB. A new strategy and action plan was drafted which recommended that the strategy be renamed to the, 'Violence against Women and Girls, Strategy 2013 -2016'. This is due to go to the Safer Communities Partnership Board meeting on 19th April for their consideration. If agreed then this will be adopted for Barnet. An application form for funding has been submitted to MOPAC, to help support the VAWG work.</p>	<p>Manju Lukhman – Domestic Violence Co-ordinator – Safeguarding Prevention and Partnership Division, Children's Service</p>

Key:

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Appendix A

Domestic Violence Task and Finish Group – Cabinet , 7 March 2011

Recommendation to SCPB (accepted)	Status	Information	Contact Officers
<p><u>Recommendation Three:</u> Develop an action plan to detail how Barnet's Multi-Agency Domestic Violence Strategy 2010/11 – 2012/13 will be delivered, detailing shared objectives, timescales, key responsibilities of partners, monitoring arrangements and information sharing protocols</p>	<p>Green</p>	<p><u>SCPB response to recommendation:</u> Agreed, as an action plan is already being developed utilising existing resources.</p> <p><u>Update May 2013:</u> The 2010/2012 DV Strategy and action plan has been monitored by the DV Coordinator and the DVOPS and DVSB are updated accordingly as to the progress. There was a final progress review report on the DV Action Plan as it ended in March 2013. Once the new VAWG strategy and action plan is agreed at the SCPB in April 2013, then this will be monitored as well. This will include all new targets and timescales until 2016.</p>	<p>Manju Lukhman – Domestic Violence Co-ordinator – Safeguarding Prevention and Partnership Division, Children's Service</p>

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Appendix A

Domestic Violence Task and Finish Group – Cabinet , 7 March 2011

Recommendation to SCPB (accepted)	Status	Information	Contact Officers
<p><u>Recommendation Four</u></p> <p>Develop a common assessment/referral framework and information sharing protocols for statutory and voluntary sector organisations providing domestic violence support services</p>	<p>Green</p>	<p><u>SCPB response to recommendation:</u> Agreed – a multi-agency common assessment framework covering children and families already in place which will be adopted as appropriate</p> <p><u>Update May 2013:</u> This piece of work has been completed. A range of voluntary and statutory sector teams have met and developed the following processes around referral pathways. Information has been provided on;</p> <ul style="list-style-type: none"> • A flow chart for their services • An information leaflet • A referral form <p>This information is on LBB’s Domestic Violence page, under the practitioners section. This is accessible for all agencies and will provide guidance on all the primary domestic violence services available in the borough. http://www.barnet.gov.uk/WorkingWithChildrenInBarnet/info/30039/domestic-violence</p> <p>There is also an updated ISA (August 2012) for the Multi Agency Risk Assessment Conference (MARAC) process, which has been signed by all the key partners in relation to supporting high risk domestic violence cases.</p>	<p>Manju Lukhman – Domestic Violence Co-ordinator – Safeguarding Prevention and Partnership Division, Children’s Service</p>

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Domestic Violence Task and Finish Group – Cabinet , 7 March 2011

Recommendation to SCPB (accepted)	Status	Information	Contact Officers
<p><u>Recommendation Five:</u> Develop a commissioning strategy to ensure ongoing funding for key voluntary sector domestic violence support services in the borough, with sufficient weighting given to service user satisfaction in the strategy</p>	<p>Green</p>	<p><u>SCPB response to recommendation:</u> Agreed by Domestic Violence Strategic Board and already in place</p> <p><u>Update May 2013:</u> The DV Commissioning process was completed and the tendering resulted in the successful appointment of Solace Women’s Aid who are delivering all of the three services with a range of partners. The contracts were awarded for two years from 1st April 2012 until 31st March 2014. The services include;</p> <ol style="list-style-type: none"> 1. Advocacy and Support Service (Colindale Police station) 2. Refuge provision (2 refuges, 18 beds) 3. Perpetrator service and Young People’s service <p>The services include regular consultation and service user feedback with clients.</p> <p>In addition, a further post was commissioned to this service. This provides a specialist Independent Domestic Violence Advocate (IDVA) role, to support the Specialist Domestic Violence Court (SDVC) at Hendon Magistrates. This is based within the Advocacy and Support Service.</p>	<p>Manju Lukhman – Domestic Violence Co-ordinator – Safeguarding Prevention and Partnership Division, Children’s Service</p>

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Domestic Violence Task and Finish Group – Cabinet , 7 March 2011

Recommendation to SCPB (accepted)	Status	Information	Contact Officers
<p>Recommendation Six Consider undertaking visits to schools in collaboration with voluntary sector organisations to highlight the issue of domestic violence and increase awareness of available services</p>	<p>Green</p>	<p><u>SCPB response to recommendation:</u> Agreed</p> <p><u>Update May 2013:</u> Victim Support Barnet has a Youth Engagement Worker that is funded through a grant provided by LBB. Her role is to provide workshops, deliver presentations in schools, to new services such as youth centres and People Referral Units.</p>	<p>Manju Lukhman – Domestic Violence Co-ordinator – Safeguarding Prevention and Partnership Division, Children’s Service</p>

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Domestic Violence Task and Finish Group – Cabinet , 7 March 2011

Recommendation to SCPB (accepted)	Status	Information	Contact Officers
<p><u>Recommendation Seven</u> Consider establishing Survivor Groups to enable self-help and provide a support mechanism for victims and to inform future service delivery</p>	<p>Green</p>	<p><u>SCPB response to recommendation:</u> Agreed (subject to resources)</p> <p><u>Update May 2013:</u> Current work includes the EIPs Safer Families Project that receives referrals from Social Care and work takes place at 3 Children’s centres; on Stay and Play, outreach and counselling for victims. The new DV commissioned service provides two different training courses for victims of DV. One is; ‘Picking up the Pieces’ and ‘Hurting in the Family’. These are structured groups to develop skills to support them and their children, around domestic violence. The different programmes have different remits. The Safer Families work with children under the age of 11 years old, whilst Solace support children over the age of 11 years, or adults with no children.</p> <p>Solace have also made a grant application to the department of Health to help fund a new scheme, for service users to take up the training and become peer supporters to new service users. This grant has been supported by LBB. (awaiting outcome)</p> <p>Solace’s feedback process for their clients also enables them to voice ideas,</p>	<p>Manju Lukhman – Domestic Violence Co-ordinator – Safeguarding Prevention and Partnership Division, Children’s Service</p>

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			gaps and proposals for future service delivery	
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Domestic Violence Task and Finish Group – Cabinet , 7 March 2011

Recommendation to SCPB (accepted)	Status	Information	Contact Officers
<p><u>Recommendation Eight:</u> Encourage NHS Barnet to provide an undertaking that senior and committed health representatives will regularly attend Multi-Agency Risk Assessment Conference, Domestic Violence Strategic Board (DVSB) and Domestic Violence Operational Group meetings</p>	<p>Amber</p>	<p><u>SCPB response to recommendation:</u> Agreed (subject to resources)</p> <p><u>Update May 2013:</u> There has been regular attendance at the MARAC by Yolander Davies and Mary Smithers from Child protection health representatives; including Gill Robinson from mental health. The DV coordinator has been meeting with various health representatives to encourage representation at the DVOPS Group and the DVSB, where this has been inconsistent. This matter is still on-going, as appropriate officers have not been identified by NHS Barnet as yet.</p>	<p>Manju Lukhman – Domestic Violence Co-ordinator – Safeguarding Prevention and Partnership Division, Children’s Service</p>

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Domestic Violence Task and Finish Group – Cabinet , 7 March 2011

Recommendation to SCPB (accepted)	Status	Information	Contact Officers
<p><u>Recommendation Nine:</u> Encourage NHS Barnet to establish a framework for providing effective guidance, training, information and referral mechanisms for front-line staff (including GPs, accident & emergency and midwives) to enable early intervention for victims of domestic violence, and that a monitoring system be developed to enable the DVSB to monitor delivery of this recommendation</p>	<p>Amber</p>	<p><u>SCPB response to recommendation:</u> Agreed (subject to resources)</p> <p><u>Update May 2013:</u></p> <p>The DV Coordinator has delivered presentations at a number of GP CPD training Sessions at Barnet and Edgware hospital on domestic violence, which addressed referral processes and how to support clients and perpetrators.</p> <p>Engagement has started with Central London Community Healthcare (CLCH) however representations from the other departments and agencies are still being mapped. The DV Coordinator also attended meetings with Health representatives to progress this issue. This work has not started yet as the relevant officers from the health service need to be identified to the DVC so that this work can commence.</p>	<p>Manju Lukhman – Domestic Violence Co-ordinator – Safeguarding Prevention and Partnership Division, Children’s Service</p>

Contract Monitoring and Community Benefit Task and Finish Group			
Recommendation to Cabinet (accepted)	Status	Information	Contact Officers
<p><u>Recommendation One</u> Complex procurement and contract monitoring / management activity should be managed within the council under the following structure:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Procurement Officers (with responsibility for specifying and negotiating complex contracts); <input type="checkbox"/> Delivery & Performance Officers (with responsibility for monitoring / managing specified contracts and developing / maintaining an ongoing contractual relationship with vendors); and <input type="checkbox"/> Clearly defined linkages should exist between Procurement Officers 	<p>Green</p>	<p><u>Cabinet resolution:</u> To agree the recommendations of the Overview and Scrutiny Task and Finish Group on Contract Monitoring and Community Benefit</p> <p><u>Update October 2012</u> 4 x Interim Supplier Relationship Managers (SRM) – Business Partners (Procurement Officers) have been deployed across the Delivery Units. Forward procurement plan for 2013/14 was approved by CRC in November 2012 and this is being used to plan future procurement activity and develop the sourcing strategies.</p> <p>A centralised eSourcing tool is used that ensures</p> <p>A central Contract register has been collated and Contract Managers within the corresponding Service areas have been identified. (Delivery and Performance Officers). Central procurement has developed an eLearning Contract Management training tool. All named Contract Managers have carried out the training and successfully completed the test at the end of the training material. A Contract Management toolkit has also been developed and introduced to the Environmental, Planning and Regeneration Directorate through the successful delivery of three workshops. This will be extended to other Service Directorates during the coming months.</p> <p>Procurement Officers with responsibility for specifying and negotiating contracts have been engaged on an as needs basis and allocated to large, complex procurement processes as approved in the 2012-13 Procurement Plan.</p>	<p>AD Commercial Assurance</p>

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<p>and nominated Delivery & Performance Officers to ensure a balance between the negotiation of the contract and best practice in contract delivery.</p> <p>It is recommended that Delivery & Performance Officers are in post in advance of the planned commencement of a contract to ensure smooth phasing out of the current arrangements and the introduction and delivery of a new contractual relationship.</p> <p>Structured succession planning arrangements should be in place to ensure that the essential skills and knowledge required to properly manage contracts for their entire lifecycle are not lost.</p>	<p>There is still more work needed on embedding the linkage between the SRM and Contract Managers.</p> <p><u>Update April 2013</u></p> <p>Previously Green</p>	
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Contract Monitoring and Community Benefit Task and Finish Group			
Recommendation to Cabinet (accepted)	Status	Information	Contact Officers
<p>Recommendation Two Devolved procurement activity currently undertaken within Adult Social Care and Health, Children's Services and Environment, Planning and Regeneration be centralised to: ensure delivery of economies of scale; develop and enhance the internal control framework; and ensure that a central team has officers with the skills required to manage contracts effectively. Contract monitoring / management activity should be retained within directorates, with Chief Officers being accountable for the management of all contracts falling within their remit.</p>	<p>Green</p>	<p><u>Cabinet resolution:</u> To agree the recommendations of the Overview and Scrutiny Task and Finish Group on Contract Monitoring and Community Benefit</p> <p><u>Update October 2012</u> A central team of Supplier Relationship Managers – Business Partners has been established with specific control responsibilities dedicated to the registration and variation of contracts and vendors on the centralised SAP system.</p> <p>System options to procure services and goods throughout the Authority in an ad hoc manner have been reduced. Opportunities for non-compliant procurement activity have been reduced. Levels of compliance have risen to 99.9% by value and 98.85% by contract number.</p> <p>Linkages between contracts, vendors and authorised spend have been strengthened.</p> <p>A spend map by vendor and services/goods has been prepared. A draft assessment of savings opportunities for 2012-13 has been completed. Savings against this financial year are being tracked against targets.</p> <p>A procurement plan for 2013 and beyond, including key milestones, resource requirements and target savings is being developed.</p> <p><u>Update April 2013</u> Previously Green/Amber</p>	<p>AD Commercial Assurance</p>

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		<p>The procurement forward plan for 2013/14 was authorised by CRC in November 2012.</p> <p>In April 2012 Council Directors approved the recommendation that the central procurement and contract management tool kit must be used by all. Procurement is centralised and contract management is devolved to the delivery units.</p> <p>The revised CPRs, if approved by the Council will strengthen the relationships with the delivery units as all procurements over £10,000 (it is presently £25,000) will be carried out by the central team.</p>	
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Contract Monitoring and Community Benefit Task and Finish Group			
Recommendation to Cabinet (accepted)	Status	Information	Contact Officers
<p><u>Recommendation Three</u> Each area of procurement activity is to have a Performance Advisory Group of not more than six Borough residents who meet four times per annum to coordinate and articulate feedback from the end user with Procurement Officers.</p>	<p>AMBER</p>	<p><u>Cabinet resolution:</u> To agree the recommendations of the Overview and Scrutiny Task and Finish Group on Contract Monitoring and Community Benefit</p> <p><u>Update October 2012</u> This recommendation remains outstanding.</p> <p><u>Update April 2013</u> <u>Previously Red</u></p> <p>Presently we are reviewing the areas of procurement activity that should have a Performance Advisory Group. Dependent on the Judicial Review we will implement with Capita.</p>	<p>AD Commercial Assurance</p>

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Contract Monitoring and Community Benefit Task and Finish Group		
Recommendation to Cabinet (accepted)	Status	Information
<p><u>Recommendation Four</u> Cabinet be requested to: amend the Corporate Plan to include a corporate priority relating to local businesses; and outline the approach the council will take to encourage local companies to benefit from local business opportunities. Recommended options include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Establishment of a customer facing Business Helpdesk; 	<p>Green</p>	<p><u>Cabinet Resolution:</u> To agree the recommendations of the Overview and Scrutiny Task and Finish Group on Contract Monitoring and Community Benefit</p> <p><u>Update October 2012</u> A Procurement Strategy is currently being drafted which focuses on best practice toolkits, methodologies and interfaces with a wide range of community based stakeholders.</p> <p>To date we have:</p> <ul style="list-style-type: none"> • Enhanced the business section of the web site although there is still more work needed. • There is a contact email address for procurement. • The Council helpdesk is used to funnel procurement issues to the Central Procurement Team. It is not intended that a specific help desk will be set up.
		<p>Contact Officers AD Commercial Assurance</p>

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<p><input type="checkbox"/> Enhancements to the 'Business' section of the council's web site;</p> <p><input type="checkbox"/> Providing briefings to local business forums on business opportunities available, including the Procure4London portal;</p> <p><input type="checkbox"/> In relation to new contracts:</p> <ul style="list-style-type: none"> - Vendors to assist the council in creating: local job opportunities to enable Barnet residents to get back into work; and graduate trainee opportunities; - Apprenticeship opportunities; and - Sub-contracting parts of the supply chain (where possible) to local companies within the borough. 	<ul style="list-style-type: none"> • A supplier briefing is being arranged for November, if feedback is positive others will be arranged and this briefing will also include how the supplier can use P4L to gain access to local opportunities. • New procurements, where appropriate, include use of local people, such as apprentices and local sub-contractors – this is in connection with the Localism project work. <p>The localism agenda will be recognised within the Strategy and identified as a priority. Value for money assessments will reflect localism subject to the prevailing Regulatory Framework prior to the award of new contracts.</p> <p><u>Update April 2013</u> <u>Previously Green</u></p>	
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Contract Monitoring and Community Benefit Task and Finish Group			
Recommendation to Cabinet (accepted)	Status	Information	Contact Officers
<p>Recommendation Five</p> <p>Steps should be taken to institute a 'culture of compliance' within the council, including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> a commitment from Cabinet and Council Directors to take the steps necessary to ensure delivery of best practice procurement and contract monitoring / management throughout the authority, and to outline the steps that will be taken to achieve this; <input type="checkbox"/> introduce a requirement for Council Directors to provide an annual sign-off of contractual compliance; and <input type="checkbox"/> all staff involved in procurement and contract monitoring / management being set 	<p>Green</p>	<p><u>Cabinet Resolution:</u></p> <p>To agree the recommendations of the Overview and Scrutiny Task and Finish Group on Contract Monitoring and Community Benefit</p> <p><u>Update October 2012</u></p> <p>A weekly compliance working group, which was attended by senior officers from the service areas, was established to embed compliance within the Service Areas. Compliance is now at 99.9% by value and 98.85% by contract number.</p> <p>The working group has now been changed to a fortnightly meeting and is called the procurement steering group as it is focus on introducing good procurement practice throughout the Council. The Council Directors have committed to best practice procurement and contract management and have supported the introduction of the new tools and processes.</p> <p>The forward plan is being developed in order that there is a tool for resource planning and procurement compliance sign off.</p> <p><u>Update April 2013</u> <u>Previously Green/Amber</u></p> <p>As reported above the Council Directors committed to best practice procurement and contract management and have continued to support the introduction and use of the procurement tool kit.</p> <p>Contract management responsibility is delegated to delivery units through</p>	<p>AD Commercial Assurance</p>

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<p>measurable objectives and performance targets in appraisals regarding this activity</p>		<p>their personal performance targets to actively manage and build commercial relationships with vendors and identify and mitigate potential risk situations.</p> <p>To further build on the above and strengthen governance the working group, that was established in 2011 has been replaced with a procurement board. The terms of reference for the Board</p>	
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Contract Monitoring and Community Benefit Task and Finish Group			
Recommendation to Cabinet (accepted)	Status	Information	Contact Officers
<p>Recommendation Six Enhancements should be made to the SAP system to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> make it the central repository for council contracts; and <input type="checkbox"/> utilise the system for actual and exception reporting 	<p>Green</p>	<p><u>Cabinet Resolution:</u> To agree the recommendations of the Overview and Scrutiny Task and Finish Group on Contract Monitoring and Community Benefit</p> <p><u>Update October 2012</u> Service Directorates are now storing all digitised contract and associated procurement documents in a Central Contract Repository. Although SAP has the capability to upload these into memory, the capacity needed to store all contracts would create a significant reduction in system performance. An alternative option to upload URL linkages into SAP is being evaluated.</p> <p>All financial transactions placed through SAP are now based upon a SAP contract record. Officers now routinely use the SAP reporting system to identify spend activity by vendor, contract and service category.</p> <p><u>Update April 2013</u> Reconciliation of SAP contracts to published contract register and exception reporting completed for over £25k contracts. This is being further reconciled to contracts over £10k as per the revised CPR's, (revised CPRs awaiting approval by the Council).</p>	<p>AD Commercial Assurance</p>

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Supply of Secondary School Places		
Recommendation to Cabinet (accepted)	Status (RAG)	Information
<p>Key: Green – fully implemented Amber – partially implemented Red – no progress or significant delay in implementation</p>		
<p><u>Recommendation</u> One Increasing demand for secondary school places be addressed initially by seeking to permanently expand successful and popular schools that are able to provide additional places.</p>	<p>Green</p>	<p><u>Cabinet resolution:</u> Agree the recommendations made by the Supply of Secondary School Places Overview and Scrutiny Panel, as referred to Cabinet by the Business Management Overview & Scrutiny Committee.</p> <p><u>Update October 2012</u> As set out in recommendation two, Compton, Christ's College and Copthall are, in partnership with the Council, proposing to permanently expand to provide additional secondary school places. In addition, the Council has worked closely with the Church of England Diocese on plans to close St Mary's High School and to expand the popular St Mary's and St John's primary school into an all-through school. A report on investment in school places going to Cabinet in November 2012 confirms the Council's on-going commitment to seek to permanently expand successful and popular schools able to provide additional places.</p> <p>In addition, the council has worked closely with the Church of England Diocese on plans to close St Mary's High School and to expand the popular St Mary's and St John's primary into an all-through school, which is scheduled to open in Sept 2014 to provide an additional 120 places.</p> <p>A report in investment in school places went to Cabinet in November 2012 confirming the Council's on-going commitment to seek to permanently expand successful and popular schools able to provide</p>
		<p>Chris Kiernan / Caylin Joski-Jethi – Children's Service</p>

<p><u>Recommendation Two</u> Cabinet to recognise the need to meet the demand for non-denominational and co-educational school places in the East Finchley and Garden Suburb areas and instruct the Children's Service to develop potential solutions to meet this demand. The details of these potential solutions will be reported to the Scrutiny panel.</p>	<p>Green</p>	<p>additional places.</p> <p><u>Update April 2013</u> As part of the permanent expansion of The Compton, Christ's College and Cophall, Christ's College has accepted applications for an additional 30 students to start in Sept 2013 while Cophall is scheduled to provide an additional 30 places in Sept 2014. Planning Permission has been granted for the proposals at The Compton and Christ's College. The planning application for proposals at Cophall has recently been submitted.</p> <p><u>Cabinet resolution:</u> Agree the recommendations made by the Supply of Secondary School Places Overview and Scrutiny Panel, as referred to Cabinet by the Business Management Overview & Scrutiny Committee.</p> <p><u>Update October 2012</u> The Compton, Christ's College and Cophall are, in partnership with the Council, proposing to permanently expand. The aim is for each school to permanently expand by 30 places each year, starting with The Compton in September 2012, Christ's College in 2013 and Cophall in 2014. The (now expanded) Compton has allocated a fixed number of places to named feeder primary schools in the N2 and N3 postcode areas. Christ's College and Cophall (single sex schools) are working together to offer places to siblings from each other's school. This will help to provide additional non-denominational places for pupils of both sexes in the East Finchley area.</p> <p>A free school proposal for a new non-denominational and coeducational secondary school (the Archer Academy) has been agreed by Government to open in September 2013. Barnet Council is supportive of the development of free schools to meet local requirements where there is evidence of demand, a robust business case and available property, and</p>	<p>Chris Kiernan / Caylin Joski-Jethi – Children's Service</p>
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		<p>is working with the proposers as they prepare to join the Barnet family of schools.</p> <p><u>Update April 2013</u> Christ's College has accepted an additional 30 students for September 2013 and Cophall is expected to admit an additional 30 students for 2014. The Compton has allocated a fixed number of places to named feeder primary schools in the N2 and N3 postcode areas. Christ's College and Cophall (single-sex schools) are working together to offer places to siblings from each other's school to help provide additional non-denominational places for pupils of both sexes in the East Finchley area.</p> <p>The Archer Academy, a new non-denominational and coeducational secondary free school, has a site located in East Finchley and has appointed a head teacher. They have received 314 applications for Sept 2013, with 150 places on offer. Barnet Council is supportive of the development of free schools to meet local requirements where there is evidence of demand, a robust business case and available property.</p>	
<p><u>Recommendation</u> <u>Three</u> Cabinet remains committed to developing a new relationship with schools to ensure that there is a continued dialogue with Barnet's family of schools and faith bodies, enabling the council to continue to influence school place planning</p>	<p>Green</p>	<p><u>Cabinet resolution:</u> Agree the recommendations made by the Supply of Secondary School Places Overview and Scrutiny Panel, as referred to Cabinet by the Business Management Overview & Scrutiny Committee.</p> <p><u>Update October 2012</u> To strengthen the engagement of heads in place planning and ensure continued dialogue on strategic issues, two groups have been set up. A Capital and Place Planning Group to act as a consultation forum on capital investment, school catchment changes and strategic admissions issues; and the Barnet Education Forum to discuss the implications of national developments for the Barnet partnership of schools and, through mutual challenge and support, develop a shared framework/education strategy within which schools, colleges and the local authority can</p>	<p>Chris Kiernan / Caylin Joski-Jethi – Children's Service</p>

<p>and continually raise standards across the schools community.</p>		<p>continue to improve outcomes for children and young people. School place planning also continues to be a regular agenda item at meetings with heads and governors.</p> <p><u>Update April 2013</u> The Capital and Place Planning group and the Barnet Education Forum continue to run on a regular basis and receive positive feedback. School place planning continues to be a regular agenda item at meetings with heads and governors.</p> <p>A pilot 'Local Headteacher Planning Group' was trialled in January 2013 offering head teachers in a defined area the opportunity to discuss school place planning on a local level. Due to the positive response, the council is running an all-day session in April 2013 offering an opportunity for local heads to meet in planning area groups to discuss local school planning issues.</p>	
<p><u>Recommendation</u> <u>Four</u> Cabinet are requested to consider developing opportunities to improve facilities for vocational education and training to strengthen the diversity of provision in Barnet.</p>	<p>Amber</p>	<p><u>Cabinet Resolution:</u> Agree the recommendations made by the Supply of Secondary School Places Overview and Scrutiny Panel, as referred to Cabinet by the Business Management Overview & Scrutiny Committee.</p> <p><u>Update October 2012</u> The council is continuing to explore the potential to develop a studio school to widen the breadth of provision in Barnet. Identifying an appropriate and suitable site within the borough remains a challenge. A partnership with Barnet and Southgate College and Dimensions has led to a new Employment pathways programme for young people with Learning Difficulties.</p> <p>Meanwhile the council has launched a new service to offer 16-24 year olds who are not in education, training or employment careers support, training, internships, paid placements and apprenticeships.</p>	<p>Chris Kiernan / Elaine Runswick – Children's Service</p>

<p><u>Recommendation</u> <u>Five</u> Cabinet instruct the local authority to undertake work on finding more suitable accommodation for the Pupil Referral Unit.</p>	<p>Amber</p>	<p><u>Update April 2013</u> A partnership with Barnet and Southgate College and Dimensions has created a new Employment pathways programme for young people with learning difficulties.</p> <p>In June 2012, the council launched the 'Platforms' service to offer 16-24 year olds who are not in education, training or employment careers support, training, internships, paid placements and apprenticeships. £200,000 has been invested to continue the most successful elements into 2013/14.</p> <p>A new collaborative programme with six schools and Barnet and Southgate has been developed for non A Level learners who would want to make a transition to a Further Education College at the end of year 12.</p> <p>An Apprenticeship Club has been established in four schools to help prepare young people for the world of work.</p> <p>Further work is underway in order to submit a bid to open a Studio School although finding suitable accommodation remains a challenge</p> <p><u>Cabinet Resolution:</u> Agree the recommendations made by the Supply of Secondary School Places Overview and Scrutiny Panel, as referred to Cabinet by the Business Management Overview & Scrutiny Committee.</p> <p><u>Update October 2012</u> The search for an appropriate site for the relocation of the Pupil Referral Unit has not yet yielded any viable options. The search is continuing.</p> <p><u>Update April 2013</u> DfE have accepted all of the recommendations from the Taylor report</p>	
			<p>Chris Kiernan – Children's service</p>

Appendix C

		concerning alternative provision. The council is consulting secondary headteachers about future provision including the future of the pupil referral unit.	
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Early Intervention & Prevention (Children's Services) Task & Finish Group			
Recommendation to Cabinet (accepted)	Status (RAG)	Information	Contact Officers
<p><u>Recommendation One</u></p> <p>Family Profiling and family intervention should be prioritised within the Early Intervention and Prevention strategy as these will deliver greater long term savings for the council. Cabinet are requested to provide information on the prioritisation of these elements in the Strategy and anticipated costs/benefits</p>	<p>Green</p>	<p><u>Update April 2013</u></p> <p>As previously reported, family profiling through assessments is a key part of our Family Focus work through which we are delivering family intervention and the government's Troubled Families programme.</p> <p>Barnet has identified and started working with 322 of our 705 troubled families.</p> <p>We have received agreement that we can work with our full cohort in two rather than three years and our current caseload shows that we are well on track to do that.</p> <p>We have already claimed for 25 outcomes between April and January and hope to be making a further claim for c200 – 250 families in July.</p>	<p>Jay Mercer/ Stuart Collins</p>

APPENDIX D

Recommendation to Cabinet (not accepted)	Status (RAG)	Information	Contact Officers
<p><u>Recommendation Two</u></p> <p>The Task & Finish Group recognise the importance of the work of Educational Psychology and express concern that the planned reductions in service might affect the Council's ability to deliver effective Early Intervention & Prevention Strategy and ask that the Cabinet reconsider.</p>	<p>n/a</p>	<p><u>Update April 2013</u></p> <p>No update required. Recommendation not accepted by Cabinet.</p>	

Recommendation to Cabinet (accepted)	Status (RAG)	Information	Contact Officers
<p><u>Recommendation Three</u></p> <p>The Task and Finish Group recognises Nurture Groups as an important method of intervening early and recommend that Children’s Services engage with all primary schools in the Borough to encourage them to utilise their existing resources to develop Nurture Groups, with the outcome of these discussions being reported to the Task and Finish Group at the earliest opportunity.</p>	<p>Green</p>	<p><u>Update April 2013</u></p> <p>The Children’s Service recognises the value of nurturing approaches as part of its programme to support parents through the Family Focus team. We therefore include Family Link’s Nurturing Programme as part of this, and make this available to primary schools and their parents.</p> <p>All parenting programmes including Family Link are advertised on Barnet online, so are accessible to all primary schools and children’s centres to promote to parents. Parents and schools refer directly to Family Focus for all parenting programmes.</p> <p>It is an evidenced based programme as researched and recommended by the National Academy of Parenting. Parents who attend can be accredited at a level 1 or 2.</p> <p>4 primary schools have trained and delivered it, Brunswick Park, Northside Primary, Deansbrook Junior School and Manorside Primary. Brunswick Park Primary have twice delivered it in partnership with Family Focus.</p> <p>Family Focus have also delivered it for Woodcroft Primary School. In May we will start another course at Tudor Primary school.</p> <p>3 children’s centres have also delivered courses-Underhill, Wingfield and Barnfield. Parkfield Children’s Centre delivered a programme at Claremont School.</p> <p>Since 2010 Family Focus have delivered Family Link Nurturing Programme 5 times to 97 parents.</p>	<p>Jay Mercer/ Stuart Collins</p>

Recommendation to Cabinet (accepted)	Status (RAG)	Information	Contact Officers
<p><u>Recommendation Four</u></p> <p>The Task & Finish Group recognise the importance of the work of Child & Adolescent Mental Health Services (CAMHS) in delivering the Early Intervention & Prevention Strategy and recommend that Children's Service undertake urgent discussions with the Barnet, Enfield and Haringey Mental Health Trust about the role of CAMHS and the level of service available to support young people in Barnet.</p>	<p>Green</p>	<p><u>Update April 2013</u></p> <p>Early intervention and prevention CAMHS provision is in place in primary and secondary schools across the borough, providing up to 6 weeks of early support to children and young people who require it. The new referral pathway to Tier 3 CAMHS via a CAF is increasing multi-agency working between schools and CAMHS. At 31 March 2013, 86 CAFs have been used as a referral route into Tier 3 CAMHS.</p> <p>There are ongoing discussions with Barnet, Enfield and Haringey Mental Health Trust about the level of service available to support young people in Barnet. On 18th April Cabinet Resources Committee considered a paper outlining Children's Service future plans for more integrated working with Barnet CCG in relation to CAMHS. The Council and Barnet CCG are committed to ensuring a more integrated approach to commissioning and it is a key aspiration in the Health and Well Being Board Strategy October 2012-2015. The CAMHS service will be re-commissioned during 2013, with a new contract and service in place from 1 April 2014.</p>	<p>Jay Mercer/ Stuart Collins</p>

Recommendation to Cabinet (accepted)	Status (RAG)	Information	Contact Officers								
<p><u>Recommendation Five</u></p> <p>The Children's Service review the effectiveness of the Common Assessment Framework (CAF) and the Multi-Agency Group (MAG) in Barnet and report its findings to the Safeguarding Overview and Scrutiny Committee within the next 6 months</p>	<p>Green</p>	<p>The Children's Service has recently reported the effectiveness of the CAF and the MAG to its SLT and no risks have been highlighted.</p> <p>There will be significant increased CAF activity from the new Multi Agency Safeguarding Hub, (MASH), due for launch in summer 2013.</p> <p><u>CAF</u></p> <p>Overall the total number of open CAFs has increased by 66% since the same time last year, which indicates that the CAF process has become more embedded across the workforce. This has probably been assisted by the localising and simplifying of the CAF Form at the end of 2011, and by the fact that the CAF is now used as a referral as well as a multi-agency assessment tool to access a number of targeted services.</p> <table border="1" data-bbox="839 891 1323 1375"> <thead> <tr> <th colspan="2" data-bbox="839 891 906 1375">(CAFs) Between 01/10/12 – 31/03/13</th> </tr> </thead> <tbody> <tr> <td data-bbox="906 1099 1046 1375">Numbers of CAFs stepped-up to Children's Social Care</td> <td data-bbox="1046 1099 1150 1375" style="text-align: center;">15</td> </tr> <tr> <td data-bbox="1046 891 1150 1099">Numbers of CAFs closed as needs have been met</td> <td data-bbox="1150 891 1254 1099" style="text-align: center;">51</td> </tr> <tr> <td data-bbox="1254 1099 1323 1375">Numbers of CAFs stepped-down from Children's Social Care to CAF arena *</td> <td data-bbox="1323 1099 1391 1375" style="text-align: center;">72</td> </tr> </tbody> </table> <p>Pastoral care staff within Schools are by far the highest CAF initiators (388 or</p>	(CAFs) Between 01/10/12 – 31/03/13		Numbers of CAFs stepped-up to Children's Social Care	15	Numbers of CAFs closed as needs have been met	51	Numbers of CAFs stepped-down from Children's Social Care to CAF arena *	72	<p>Jay Mercer/ Stuart Collins</p>
(CAFs) Between 01/10/12 – 31/03/13											
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Numbers of CAFs closed as needs have been met	51										
Numbers of CAFs stepped-down from Children's Social Care to CAF arena *	72										

		<p>52% of all open CAFs) and Lead Professionals on the same number. This is to be expected given that schools are a universal service and are well placed to identify and support children with additional needs. The second highest initiators are Intensive Family Focus Workers who use the CAF as their main assessment tool, and thirdly Children's Centres.</p> <p>MAGs Since December 2012, there have been three further MAG meetings held. The meetings are attended by managers from all key partner agencies and relevant teams within Children's Service with an aim to trouble-shoot CAFs which have become stuck, or where there is professional difference. They are chaired by Assistant Directors.</p> <p>Out of the CAF cases brought to the MAGs since January 2013 (a total of 12 cases), half of them will not need to return to the next meeting, as they are now deemed to be back on track (for example, an appropriate Lead Professional has been appointed, or the young person is no longer NEET, or the professionals seem clearer of their role, and the right agencies are now involved).</p>	
Recommendation to Cabinet (accepted)	Status (RAG)	Information	Contact Officers
<p>Recommendation Six Children's Services consider how children and families exit the early intervention process by developing criteria for agreed exit strategies</p>	Green	<p>Update April 2013 Family Focus plan exit strategies for families fully. We make significant use of volunteer community coaches to maintain contact.</p> <p>Phase 2 of the Community Coaches initiative was developed in January 2012 to establish whether a community coaching scheme could meet the needs of some of Barnet's most vulnerable families.</p> <p>Key priorities for the council and the children's service are enabling families to maintain good levels of health and wellbeing for longer, (e.g. when exiting family intervention programmes), enabling communities to support vulnerable people</p>	Jay Mercer/ Stuart Collins

		<p>and reducing the need for paid services, whilst also improving their physical and mental health and wellbeing.</p> <p>The phase 2 prototype demonstrated that Community Coaches could help people;</p> <ul style="list-style-type: none"> • (re)connect with family, neighbours and the community more widely, • help people find out about and engage with different community groups and access universal services, • find ways to use their skills and knowledge e.g. intergenerational work – reading in schools, sharing experiences, teaching skills • regain confidence and plan how they would maintain and maximise their independence • assist with specific issues such as housing <p>A commissioning strategy group was set up in June 2012 - membership included officers in Early Intervention and Prevention as well as representatives from youth support, complex needs, children’s social care and the voluntary sector.</p> <p>This group developed the specification for the phase 3 community coaches initiative with the primary aim to support the wider early intervention agenda across the Council, and a budget of £440,000</p> <p>The outcome of the tender process was considered at April’s Cabinet Resources Committee.</p>	
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Meeting	Business Management Overview and Scrutiny Committee
Date	2 May 2013
Subject	Overview and Scrutiny Annual Report 2012/13
Report of Summary	Scrutiny Office The Overview and Scrutiny Annual Report, attached at Appendix A, provides the Council with details of overview and scrutiny work undertaken during 2012/13.

Officer Contributors	Andrew Charlwood, Overview and Scrutiny Manager Anita Vukomanovic, Overview and Scrutiny Officer
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix – Overview and Scrutiny Annual Report 2012/13
For decision by	Council

Contact for further information:
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1. RECOMMENDATIONS

- 1.1 That the Committee endorse the Overview & Scrutiny Annual Report 2012/13 as set out at Appendix A for onward referral to Council.**

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 Policy and Performance Overview & Scrutiny Committee, 13 April 2010, 'Scrutiny Review of Effectiveness'
- 2.3 Business Management Overview & Scrutiny sub-Committee, 16 December 2010, 'Overview & Scrutiny Review'
- 2.4 Policy and Performance Overview & Scrutiny Committee, 6 April 2011, Overview & Scrutiny Review
- 2.5 Special Committee (Constitution Review), 6 April 2011, Overview & Scrutiny Review
- 2.6 Annual Council, 17 May 2011, Report of the Special Committee (Constitution Review)
- 2.7 Business Management Overview and Scrutiny Committee, 11 July 2011, Overview and Scrutiny Annual Report 2010/11
- 2.8 Council, 12 July 2011, Overview and Scrutiny Annual Report 2010/11
- 2.9 Business Management Overview and Scrutiny Committee, 18 April 2012, Overview and Scrutiny Annual Report 2011/12
- 2.10 Council, 10 July 2012, Overview and Scrutiny Annual Report 2011/12
- 2.11 Council, 16 April 2013, Report of the Constitution, Ethics and Probity Committee – Council approved a report from Constitution, Ethics and Probity Committee which included the establishment of the following new committees:
- Contract Monitoring Overview and Scrutiny Committee
 - Education Overview and Scrutiny Committee

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.

5. EQUALITIES AND DIVERSITY ISSUES

5.1 Pursuant to the Equality Act 2010, 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 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

- 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 set out 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 have been introduced in May 2009 and May 2011.
- 9.2 When the revised scrutiny arrangements were implemented in May 2009, it was agreed that the effectiveness of the Overview & Scrutiny function should be reviewed annually.
- 9.3 In accordance with the requirement, a review of effectiveness was carried out in early 2011. As a consequence of the findings of the review, the council adopted a revised Overview & Scrutiny structure in May 2011.
- 9.4 Under the current structure, the council has four Overview & Scrutiny Committees, together with scope for the establishment of Panels and Task and Finish Groups.

- 9.5 On 16 April 2013, the Council approved the establishment of two new committees: Contract Monitoring Overview and Scrutiny Committee; and Education Overview and Scrutiny Committee.
- 9.6 **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.
- 9.7 The Committee are requested to endorse the Overview and Scrutiny Annual Report 2012/13 for reporting to Council.

10. LIST OF BACKGROUND PAPERS

- 10.1 None.

Cleared by Finance	JH
Cleared by Legal	POJ

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Barnet Council

Overview and Scrutiny Annual Report

2012/13

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 also 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.

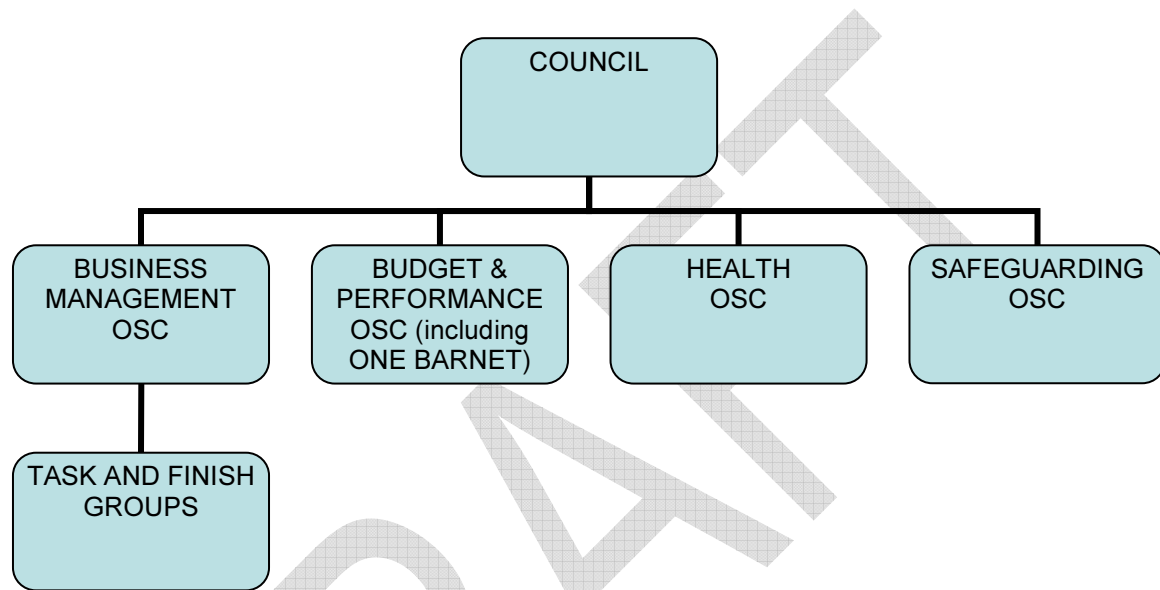
The Centre for Public Scrutiny *Good Scrutiny Guide* defines four principles of effective public scrutiny:

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 in 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 2012/13 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 has a wide ranging remit and its terms of reference includes many of the statutory powers conferred upon overview and scrutiny committees (including call-ins, councillor calls for action and crime and disorder scrutiny) and consideration of policy and strategy not in the remit of other committees. During 2012/13 the Committee continued its management of the call-in process and, in addition, appointed to, monitored the work of and tracked the implementation of recommendations made by Task & Finish Groups and Overview & Scrutiny Panels. It also considered reports on:

- Barnet Skills, Employment and Enterprise Action Plan (June 2012)
- Housing Allocations Scheme Review (November 2012)
- Crime and Disorder Scrutiny – Update on the Implementation of the Safer Communities Strategy 2011/12 - 2014/15 (November 2012)
- Welfare Reform – Council Tax Support Scheme and Crisis Fund (December 2012)
- Saracens Controlled Parking Zone Update (February 2013)
- Town Centre Strategies for Chipping Barnet and Edgware (March 2013)

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:

- Pedestrian Safety – East Finchley (June 2012)
- Friern Barnet Library Petition (July 2012)
- Stop the One Barnet Programme (October 2012)

In relation to the Pedestrian Safety East Finchley petition, a representative from the Walk Safe N2 campaign group was given an opportunity to address the

committee and ask questions of the Cabinet Member for Environment and Highways Officers, the Assistant Director of Customer Services and Libraries and the Head of Libraries. The petition raised issues about safety concerns in the area. Following the debate, the matter was referred to the Finchley and Golders Green Area Environment Sub-Committee for consideration.

In relation to the Friern Barnet Library petition, the lead petitioner was given the opportunity to address the committee and ask questions of the Cabinet Member for Customer Access and Partnerships and the Assistant Director for Customer Services. The petition requested the re-opening of the library. Following discussion on the item, the Committee referred the petition to the Cabinet (via the Cabinet Member for Customer Access and Partnerships) to respond to the issues raised.

In relation to the Stop the One Barnet Programme petition, the lead petitioner was given the opportunity to address the committee and ask questions of the Deputy Chief Executive. The petition called for a referendum on the One Barnet Programme. Following discussion on the item, the Deputy Chief Executive referred the representations made by the petitioners and the committee to the responsible Cabinet Members for response (via the officer called to account).

On 20th November 2012, the Committee received and considered the Executive response to the issues raised in the petition and asked questions of the Cabinet Member for Customer Access and Partnerships. Following consideration of the Executive response, the Committee made a submission to the Cabinet and requested details of learning from other authorities.

In addition to the petitions referred to above, on 20th November 2012 the Committee also received a six month update on the Reverse Parking Charges petition, originally considered in February 2012. The Cabinet Member for Environment addressed the committee and outlined planned changes to parking arrangements in the borough.

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 2012/13, the Business Management Overview and Scrutiny Committee considered 8 call-in requests. Full details of the items called in during 2012/13 are shown in **Appendix 1**.

Budget and Performance Overview & Scrutiny Committee

In 2012/13 the Budget and Performance Overview & Scrutiny Committee continued its regular scrutiny of the Council's corporate performance information and improvement initiatives, and financial performance data. The Committee also continued its scrutiny of the Strategic Outline Cases, Business Cases and Closures Reports for the projects within the One Barnet Programme.

During the year, the Committee considered reports on:

- Leisure Review Strategic Outline Case (June 2012)
- Implementation of Initiatives to Contribute to the Safer Communities Strategy (June 2012)
- Quarter 4 and Year End Financial and Corporate Performance 2011/12 (June 2012)
- Members' Item – Customer Services Transformation for Revenues & Benefits Risk Assessment (June 2012)
- Early Intervention and Prevention Strategic Outline Case (September 2012)
- Sport and Physical Activity Review Strategic Outline Case (September 2012)
- Business Planning 2012/13 – 2014/15 (September 2012)
- Members' Item – Development and Regulatory Services Project (September 2012)
- Quarter One 2012/13 Finance and Corporate Performance (October 2012)
- Commercial Property Income (October 2012)
- New Support and Customer Services Organisation: Recommendation for a Preferred and Reserve Bidder and Final Business Case (November 2012)

- Barnet Group Performance Report – April to September 2012 (January 2013)
- Quarter Two 2012/13 Finance and Corporate Performance (January 2013)
- Budget Scrutiny – Business Planning 2013/14 – 2015/16 (February 2013)
- Quarter Three 2012/13 Finance and Corporate Performance (March 2013)
- Adoption Service Performance (March 2013)
- One Barnet Programme Highlight Report (March 2013)
- Initiatives to Contribute to the Safer Communities Strategy (March 2013)

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 September 2012 meeting was dedicated to performance against the financial savings set out in the council's Business Planning 2012/13 to 2014/15 proposals. Further scrutiny of the budget proposals took place in February 2013 and comments and recommendations made by the committee were referred to full Council for adoption in March 2013.

Safeguarding Overview & Scrutiny Committee

Throughout 2012/13 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 2012/13 the Committee considered reports on:

- Children's Centres – Update on Public Consultation (June 2012)

- Choice and Achievement – Draft Special Educational Needs and Inclusion Strategy (June 2012)
- Personalisation in Adult Social Care – Self Directed Support Position Statement (June 2012)
- Quality in Residential Care Homes for Older Adults (June 2012)
- Day Opportunities for Older People – Neighbourhood Model (September 2012)
- Barnet Multi-Agency Safeguarding Adults Board Annual Report 2011/12 (September 2012)
- Barnet Independent Safeguarding Children’s Board Annual Report 2011/12 (September 2012)
- Ofsted Inspection of Safeguarding and Looked After Children (September 2012)
- Barnet LINK – Update Report (September 2012)
- Adult Social Care and Health: Caring for Our Future White Paper; Care and Support Bill; and Funding Reform for Adult Social Care (September 2012)
- Carers Support (December 2012)
- Exam Results and Narrowing the Gap (December 2012)
- Barnet LINK – Annual Report 2011/12 and Enter & View Reports (December 2012)
- Members’ Visits (December 2012)
- Youth Shield Presentation (March 2013)
- Barnet LINK – Enter & View Reports (March 2013)
- Barbara Langstone House: Decant Process (March 2013)
- Review of Funding for Education Provision at Northgate Pupil Referral Unit Alongside Tier 4 Mental Health (March 2013)

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 2012/13. 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:

- London Trauma Services (May 2012)
- NHS Quality Accounts (May 2012) from:
 - The North London Hospice;
 - The Royal Free Hospital
 - Central London Community Healthcare
 - Barnet and Chase Farm Hospitals
- Barnet, Enfield and Haringey Clinical Strategy Update (September 2012)
- Developing Primary Care in Barnet (September 2012)
- Clinical Commissioning Group Implementation (September 2012)
- Urgent Care Pathway Update (September 2012)
- Maternity Services Divert Report (September 2012)
- Ageing Well (December 2012)
- Barnet and Chase Farm NHS Trust – Maternity and Accident & Emergency Services Update (December 2012)
- Barnet LINK - Patient Access to GP Services and Elysian House Enter & View Report (December 2012)
- Barnet, Enfield and Haringey Clinical Strategy – Ambulance Services (February 2013)
- Royal Free Hospital - Potential Acquisition of Barnet and Chase Farm Hospital (February 2013)
- Central London Community Health Care Foundation Trust Application – Stakeholder Engagement (February 2013)

In scrutinising the items 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.

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 2012/13, one Task and Finish Group completed a review into the Effectiveness of Task and Finish Groups. This Group reported its findings to Cabinet on 18 April 2013.

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. Reporting of updates continued 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 2012/13 the Business Management Overview & Scrutiny Committee convened a Scrutiny Panel to consider the Education Strategy for Barnet.

This Panel was convened to consider the role of local authority governors in the new education landscape. As part of the evidence gathering, the Panel met with head teachers, parent governors from primary and secondary schools (both maintained schools and academies) and the Cabinet Member for Education, Children & Families and council officers. The Panel made a number of

recommendations to the Cabinet which are expected to be reported to their 18 June 2013 meeting.

2012/13 Work Programmes

For the 2012/13 municipal year, the Council has established two additional overview and scrutiny committees as follows:

- Education Overview and Scrutiny Committee
- Contract Monitoring Overview and Scrutiny Committee

Overview and Scrutiny Committee Chairmen 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:

Note: Draft work programmes for 2013/14 are currently in development and will be reported with final Overview and Scrutiny Annual Report 2012/13 report to Council following discussion with committee chairmen.

**Business Management
Overview and Scrutiny Committee**

**Budget and Performance
Overview and Scrutiny Committee**

**Contract Monitoring
Overview and Scrutiny Committee**

Health Overview and Scrutiny Committee

Safeguarding Overview and Scrutiny Committee

Education Overview and Scrutiny Committee

Appendix 1 – Call-ins

Total Number of Call-ins by Year:

Year	Number
2006-07	53
2007-08	45
2008-09	40
2009-10	11
2010-11	24
2011-12	17
2012-13	8

Detail of Call ins:

Date	Item called in
11 June 2012	Delegated Powers Report 1663 – Increase in Places Offered Under the Free Education for Less Advantaged Two Year Olds Scheme
31 July 2012	Events in Parks Policy
31 July 2012	Re-shaping Day Opportunities for Older People in Barnet: Results on Consultation and Recommendations for a Future Service
31 July 2012	Consultation on Proposed Changes to the Funding Formula of Children’s Centres
24 October 2012	Delegated Powers Report 1709 (Community Right to Challenge)

Date	Item called in
24 October 2012	Infrastructure Managed Service Contract
24 October 2012	Early Intervention and Prevention Strategic Outline Case
6 December 2012	New Support & Customer Service Organisation: Recommendation for Preferred and Reserved Bidder and Full Business Case

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Meeting	Business Management Overview & Scrutiny Committee
Date	20 March 2013
Subject	Advanced Notification of Executive Decisions
Report of	Scrutiny Office
Officer Contributors	Anita Vukomanovic Overview and Scrutiny Officer
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendices A,B, C, D – Advanced Notices of Executive Decisions
Reason for urgency / exemption from call-in	N/A

Contact for further information:

Anita Vukomanovic Overview & Scrutiny Officer, 020 8359 7034
anita.vukomanovic@barnet.gov.uk

1. RECOMMENDATION

- 1.1 That the Committee comment on and consider the Advanced Notification of Executive Decisions when identifying areas of future scrutiny work.**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 None.

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.1 The Overview and Scrutiny Committees, 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 Pursuant to the Equality Act 2010, the Council has a legislative duty to have 'due regard' to eliminating unlawful discrimination, advancing equality and fostering good relations in the contexts of age, disability, gender reassignment, pregnancy, and maternity, religion or belief and sexual orientation.
- 5.2 In addition to the Terms of Reference of the Committee, and in so far as relating to matters within its remit, the role of the Committee is to perform the Overview and Scrutiny role in relation to:
- The Council's leadership role in relation to diversity and inclusiveness; and
 - The fulfilment of the Council's duties as employer including recruitment and retention, personnel, pensions and payroll services, staff development, equalities and health and safety

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

- 6.1 None in the context of this report.

7. LEGAL ISSUES

- 7.1 The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 removes the requirement for local authorities to public a Forward Plan of Key Decisions. This has been replaced with a requirement to publish an Advance Notification of Executive decisions which the Council has been compliant with since the regulations came into force on 10 September 2012.

8. CONSTITUTIONAL POWERS

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

9. BACKGROUND INFORMATION

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

10. LIST OF BACKGROUND PAPERS

- 10.1 None

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London Borough of Barnet Decisions Taken Under Executive Functions – Notice of Proposed Urgent Item

This notice gives details of an urgent key decision due to be taken under Executive functions. The Chairman of the Business Management Overview and Scrutiny Committee has considered the decision and reason for urgency and has consented that the item should be approved by the Cabinet Member via a delegated powers report.

Title	Description of Proposed decision; and Reason for Urgency	Cabinet Member	Key Decision (Y/N).	Subject to Exempt Report (Y/N).
DELEGATED POWERS REPORT REF: 1912 DECISION OF THE CABINET MEMBER FOR ENVIRONMENT				
Recommendation to Enter into a Framework Contract for the Delivery of Passenger Transport for Adults and SEN Children with Sixteen Providers	<p><u>Description</u> Barnet participated in a joint procurement with London Borough of Harrow to procure a framework contract to deliver passenger transport services to Special Education Needs children and vulnerable adults. The Framework was tendered jointly with the London Borough of Harrow using an Open OJEU procurement process. Harrow have awarded the contract and are currently utilising it to deliver their passenger transport services.</p> <p><u>Reason for Urgency</u> The existing contract expired on 28 February 2013 and thus a new contract needs to be in place to ensure that there is no break in service. This is a high profile service used by vulnerable children and adults. Suppliers need to be provided with sufficient notice to ensure that they are able to provide the required service for business continuity. There is a significant risk to the Council if there was a break in the service where SEN children and vulnerable adults were not able to get to school and day centres respectively.</p>	Environment	Yes	Yes

Notice published: 13 March 2013

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London Borough of Barnet Decisions Taken Under Executive Functions – Advance Notice of Proposed Items for Decision and Parts of Meetings which will not be held in public session ('subject to exempt report').

This notice gives details of proposed decisions due to be taken under Executive functions, together with information as to whether any proposed decisions are subject to an exempt report, consideration of which will not be in public session. The document below is also indicative of the decisions which at this stage are intended to be classified as 'key'. For the purposes of complying with the The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 however, all prospective decisions listed below are to be regarded as potentially key or potentially subject to a separate exempt report (not held in public session).

Please note: this plan lists prospective decisions. The final agenda for each meeting, which may not include all prospective decisions listed for that meeting on this document, will be published five clear working days prior to the meeting on the authority's website: <http://barnet.moderngov.co.uk>

Title	Description of proposed decision	Cabinet Member	Key Decision (Y/N).	Subject to Exempt Report (Y/N).
CABINET, 18 APRIL 2013 Hendon Town Hall, The Burroughs, NW4 4BG				
Barnet's Local Plan – Sustainable Design and Construction Supplementary Planning Document – Adoption	<p>The Sustainable Design and Construction Supplementary Planning Document (SPD) implements the policies contained in Barnet's Local Plan Core Strategy and Development Management Policies documents.</p> <p>The Sustainable Design and Construction SPD sets out Barnet's sustainability requirements for building design and performance at different scales of development.</p>	Planning and Regulatory Services	Yes	No
Barnet's Local Plan – Residential Design Guidance Supplementary Planning Document – Adoption	<p>The Residential Design Guidance Supplementary Planning Document (SPD) implements the policies contained in the Local Plan Core Strategy and Development Management Policies documents.</p> <p>This SPD sets out an approach to housing design that is sensitive to and reflects Barnet's suburban character.</p>	Planning and Regulatory Services	Yes	No

<p>Barnet's Local Plan – Planning Obligations Supplementary Planning Document - Adoption</p>	<p>The Planning Obligations Supplementary Planning Document (SPD) implements the policies contained in the Local Plan Core Strategy and Development Management Policies documents.</p> <p>The Planning Obligations SPD has been revised to consolidate existing guidance documents, focus on when Planning Obligations will be required, and explain how they will be agreed in relation to Barnet's Community Infrastructure Levy (CIL). The SPD sets the requirements for different scales of development as well as the procedures and processes for delivering the appropriate legal agreements and supplements policies in the Local Plan Core Strategy and Development Management Policies documents.</p>	<p>Planning and Regulatory Services</p>	<p>Yes</p>	<p>No</p>
<p>Social Care Funding Reform and the Draft Care & Support Bill: Implications for the London Borough of Barnet</p>	<p>This report describes the main impact of the White Paper, Caring for our Future, and the draft Care & Support Bill, both published in July 2012; and of the policy statement on Care and Support Funding Reform, presented to Parliament on 11 February 2013. The report sets out the implications for Barnet based on empirical data and modelling where appropriate.</p>	<p>Adults</p>	<p>No</p>	<p>No</p>
<p>Children and Young People Plan 2013-16</p>	<p>The Barnet Children and Young People Plan (CYPP) sets out priorities and objectives for all organisations working with children and young people in Barnet for the next three years. This report outlines the development of the Barnet CYPP and asks members to approve the plan.</p>	<p>Cabinet Member for Education, Children and Families</p>	<p>Yes</p>	<p>No</p>

Reference from Business Management Overview and Scrutiny Committee: Review of Effectiveness of Task and Finish Groups	This report submits a reference from the Business Management Overview and Scrutiny Committee on the recommendations arising from a Review of the Effectiveness of Task and Finish Groups	Leader of the Council	No	No
CABINET RESOURCES COMMITTEE, 18 April 2013 Hendon Town Hall, The Burroughs, NW4 4BG				
Award of Early Intervention and Prevention Contracts	To award contracts for the provision of Early Intervention and Prevention services	Education, Children and Families	Yes	Yes
Friern Barnet Library – Lease Agreement	To seek the Committee's approval to enter into a lease for the Friern Barnet Library	Resources and Performance	Yes	Yes
Council Tax Overpayments	To seek the Committee's approval of Council Tax, Overpayments over £5,000	Resources and Performance	No	No
Increase in Free Childcare Places for Two Year Olds	Approval of expansion of scheme from 350 to 700 places by March 2014.	Education, Children and Families	Yes	No
Proposed amendments to the 30 year capital works programme for council housing in Barnet.	Proposals for investment in council housing over the coming 10 years to be delivered by Barnet Homes.	Leader of the Council / Cabinet Member for Housing	Yes	No
Children's Service Contract Arrangements and Extensions; and Children's Service Joint Commissioning with Barnet Clinical Commissioning Group	To seek approval for contract arrangements and extensions in the Children's Service; and To seek approval to enter into a Section 75 agreement with Barnet Clinical Commissioning Group for jointly commissioned services	Education, Children and Families	Yes	No
Interim IT Infrastructure Support Solution	To report back on the emergency procurement of an supplier to support the council's managed infrastructure	Resources and Performance	Yes (exempt from call-in)	No
Initiatives to Contribute to the Safer Communities Strategy	This report outlines how the authority's leadership role for community safety is developing and puts forward the cases for the implementation of a number of initiatives to support delivery of the Safer Communities Strategy 2011-14.	Resident Safety and Engagement	Yes	No
Building of the Centre for Independent Living (CIL).	Allocation of £1,524 million from the ASCH capital budget for the Building of the Centre for Independent Living (CIL).	Adults	Yes	Yes

Brent Cross Cricklewood Regeneration	Recommendation that the Council begin preparations for procuring a development partner to deliver regeneration of the southern parts of Brent Cross Cricklewood regeneration area. Confirm continued appointment of external advisors for the project.	Leader of the Council	Yes	No
West Hendon Regeneration	Recommendation to proceed with next phase of scheme	Leader of the Council	Yes	No
Waste Transformation project	Authorisation for a number of procurements and also will be getting approval for additional funding required.	Environment	Yes	No
Mini tender for the operation of a dementia café and peer support	Report back on this tender process as it involved a waiver of Contract Procedure Rules for reasons of urgency	Adults and Communities	No	No

Notice published: 21 March 2013

London Borough of Barnet Decisions Taken Under Executive Functions – Advance Notice of Proposed Items for Decision and Parts of Meetings which will not be held in public session ('subject to exempt report').

This notice gives details of a proposed decision due to be taken under Executive functions, together with information as to whether any proposed decisions are subject to an exempt report, consideration of which will not be in public session. The document below is also indicative of the decisions which at this stage are intended to be classified as 'key'. For the purposes of complying with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 however, all prospective decisions listed below are to be regarded as potentially key or potentially subject to a separate exempt report (not held in public session).

Please note: this plan lists prospective decisions. The final agenda for each meeting, which may not include all prospective decisions listed for that meeting on this document, will be published five clear working days prior to the meeting on the authority's website:

<http://barnet.moderngov.co.uk>

Title	Description of proposed decision	Cabinet Member	Key Decision (Y/N).	Subject to Exempt Report (Y/N).
Procurement of New Waste Containers	Approval to appoint the highest scoring Bidder for the following: <ol style="list-style-type: none"> 1) 240 litre wheeled bins for collection of dry recyclables; 2) Internal (7 litre) and external (23 litre) containers for the collection of food waste; 3) Biodegradable liners for internal food waste containers; 4) Waste bags and sacks; and 5) Distribution service for all of the above 	Cabinet Member for Environment	Yes	Yes

4 April 2013

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London Borough of Barnet Decisions Taken Under Executive Functions – Advance Notice of Proposed Items for Decision and Parts of Meetings which will not be held in public session ('subject to exempt report').

This notice gives details of a proposed decision due to be taken under Executive functions, together with information as to whether any proposed decisions are subject to an exempt report, consideration of which will not be in public session. The document below is also indicative of the decisions which at this stage are intended to be classified as 'key'. For the purposes of complying with the The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 however, all prospective decisions listed below are to be regarded as potentially key or potentially subject to a separate exempt report (not held in public session).

Please note: this plan lists prospective decisions. The final agenda for each meeting, which may not include all prospective decisions listed for that meeting on this document, will be published five clear working days prior to the meeting on the authority's website:

<http://barnet.moderngov.co.uk>

Title	Description of proposed decision	Cabinet Member	Key Decision (Y/N).	Subject to Exempt Report (Y/N).
Procurement of Replacement Waste and Recycling Collection Vehicles	Approval to lease and/or capital purchase replacement vehicles for the collection of refuse, recycling and food waste	Cabinet Member for Environment	Yes	Yes

5 April 2013

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Meeting	Business Management Overview & Scrutiny Committee
Date	2 May 2013
Subject	Business Management Overview & Scrutiny Committee Forward Work Programme 2012/13
Report of	Scrutiny Office
Summary	This report outlines the Committee's draft work programme for 2012/13

Officer Contributors	Anita Vukomanovic Overview & Scrutiny Officer
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix 1 – Business Management Overview and Scrutiny Committee Work Programme 2012/13
Reason for urgency / exemption from call-in	N/A

Contact for further information: Anita Vukomanovic, Overview & Scrutiny Officer
020 8359 2014, anita.vukomanovic@barnet.gov.uk

1. RECOMMENDATION

- 1.1 That the Committee consider and comment on the items included in the 2012/13 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 2012/13 indicates:
 - a) items of business carried forward from the Business Management Overview and Scrutiny Sub-Committee work programme for the 2011/12 municipal year; and
 - b) items requested by the Committee in the 2012/13 municipal year.
 - c) items to be carried forward to 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**

Contact: Anita Vukomanovic, 0208 359 7034, anita.vukomanovic@barnet.gov.uk

Subject	Decision requested	Cabinet Member	Author
24 October 2012			
Stop the One Barnet Programme Petition	The Committee received a petition which had in excess of 2,000 signatures which triggers a provision in the Council's Constitution to call an officer to account at a meeting of the Business Management Overview and Scrutiny Committee.	Cabinet Member for Customer Access and Partnerships	Scrutiny Office
Task and Finish Groups / Scrutiny Panels - Recommendation Tracking	The Committee considered a report which detailed progress made in implementing recommendations made by Task and Finish Groups and Scrutiny Panels (accepted by Cabinet only) at six-monthly intervals.	N/A	Scrutiny Office
20 November 2012			
Parking Charges Petition Update	In February 2012, the Committee considered a petition which had been signed by in excess of 2,000 people in relation to parking charges. The Committee received an updated from the Cabinet Member and service area on the recommendations made in relation to that petition.	Cabinet Member for Environment	Interim Director of Environment, Planning and Regeneration

Subject	Decision requested	Cabinet Member	Author
<p>Crime and Disorder Scrutiny – Update on Implementation of the Safer Communities Strategy 2011/12 – 2014/15</p>	<p>The Committee has within its terms of reference responsibility for “... considering all matters, not the responsibility of the Executive, relating to crime, disorder, anti-social behaviour and scrutiny of the Safer Communities Partnership Board in accordance with the provisions of the Police and Justice Act 2006.”</p> <p>This report updated the Committee on the progress made by the Safer Communities Partnership Board in implementing the Safer Communities Strategy 2011/12 to 2014/15</p>	<p>Cabinet Member for Safety and Resident Engagement</p>	<p>Scrutiny Office</p>
<p>Housing Allocations Scheme Update</p>	<p>This report provided an update on implementation Council’s Housing Allocations Scheme</p>	<p>Cabinet Member for Housing</p>	<p>Interim Director of Environment, Planning and Regeneration</p>
<p>Stop The One Barnet Programme Petition – Cabinet Member Response</p>	<p>In October 2012, the Committee considered a petition which had received 2,973 signatures which called for the One Barnet programme to be stopped and for a referendum to be held on this issue. In accordance with the provisions of the Constitution, the Committee called an officer to give account with regards to the issues raised in the petition.</p> <p>Committee Members made a number of comments and requested that the officer called to give account refer these to the responsible Cabinet Member. The Cabinet Member attended the meeting to provide an Executive response to the issues raised.</p>	<p>Cabinet Member for Customer Access and Partnerships</p>	<p>Scrutiny Office</p>

Subject	Decision requested	Cabinet Member	Author
13 December 2012 (Special Meeting)			
Call-ins	The Committee considered a call-in of the Cabinet decision on 6 December 2012 in relation to the New Support and Customer Services Organisation.	N/A	N/A
Welfare Reform - Council Tax Support Scheme and the Crisis Fund	The Committee undertook pre-decision scrutiny of the Cabinet reports on Welfare Reform (Council Tax Support Scheme and the Crisis Fund)	Deputy Leader of the Council / Cabinet Member for Resources and Performance	Programme Manager, Revenues & Benefits
7 February 2013 (Rescheduled Meeting)			
Task and Finish Groups / Scrutiny Panels - Recommendation Tracking	The Committee received a report which provided an update on the implementation of recommendations made by Task and Finish Groups and Scrutiny Panels (accepted by Cabinet only) at six-monthly intervals.	N/A	Scrutiny Office
Task and Finish Group / Scrutiny Panel Updates	The Committee received a report which provided an update on the progress of the four current Task and Finish Groups / Overview and Scrutiny Panels.	N/A	Scrutiny Office
11 March 2013			
Chipping Barnet and Edgware Town Centres Strategies	The Committee have requested to undertake pre-decision scrutiny of the Cabinet Town Centre Strategies for Edgware and Chipping Barnet	Planning	Assistant Director of Regeneration and Strategy Planning

Subject	Decision requested	Cabinet Member	Author
Effectiveness of Task and Finish Groups	The Committee will consider the findings and recommendations following a review of the Effectiveness of Task and Finish Groups.	N/A	Scrutiny Office
Business Management Overview and Scrutiny Committee Work Programme	Committee to consider forward work programme.	N/A	Scrutiny Office
2 May 2013			
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> <p>The Committee to consider whether to re-convene the Supply of Secondary School Places Overview and Scrutiny Panel following the update.</p>	N/A	Scrutiny Office
Brent Cross/Cricklewood Regeneration Scheme	The Committee have requested to receive an update on the Brent Cross/Cricklewood Regeneration Scheme	Leader of the Council	Director for Place
Barnet Homes Management Agreement	Following a request by the Budget and Performance Overview and Scrutiny Committee to consider the Barnet Homes Management Agreement, this Committee will consider the Agreement due to timing issues.	Housing	Director for Place

Subject	Decision requested	Cabinet Member	Author
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
Business Management Overview and Scrutiny Committee Work Programme	Committee to consider forward work programme.	N/A	Scrutiny Office
3 July 2013			
Business Management Overview and Scrutiny Committee Work Programme	Committee to consider forward work programme.	N/A	Scrutiny Office