

Task and Finish Group	Date considered by Cabinet	Recommendation to Cabinet	Cabinet Response	Contact Officer(s)	6 month update	12 month update	18 month update	Any further proposed action
Review of Effectiveness of TFGs	18/04/13	1. The Leader of the Council and Interim Chief Executive be requested to ensure that high level officer support from across the Council's Directorates is provided to Task and Finish Groups to assist Scrutiny Members in undertaking effective and timely reviews. It is requested that this recommendation be agreed and implemented with immediate effect.	That recommendation 1 as set out in Annex 1 of the report on the Review of Effectiveness of Task and Finish Groups be agreed					

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		<p>2. The Business Management Overview and Scrutiny Committee agree to make the following changes to the management of Task and Finish Group Reviews:</p> <ul style="list-style-type: none"> - Develop arrangements for Scrutiny Members and members of the public to highlight topical and/or timely issues and for these to be prioritised in the Task and Finish Group work programme under the leadership of the Chairman of the Business Management Overview and Scrutiny Committee. - Reduce bureaucracy around convening and appointing Members to enable a more flexible approach to be taken. - Encourage Group Secretaries to appoint Members to Task and Finish Groups based on personal and professional skill sets. - For each suggested review, a Feasibility Study should be completed before the review progresses to ensure that the review is timely and will add value. - Ensure that Task and Finish Groups have an external focus 	<p>That the report be welcomed and that Constitution Ethics and Probity Committee consider, as part of its review of the Constitution to implement a proposed return to the Committee system, how Committees could be enabled to establish smaller working groups to look in detail at issues on a time limited basis</p>					

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		<p>3. The Scrutiny Office be requested to deliver by the end of December 2012 the following initiatives to develop Scrutiny Members skills and increase public awareness and participation in Task and Finish Group reviews:</p> <ul style="list-style-type: none"> - Scrutiny Media Engagement Strategy; and - Scrutiny Member Development Programme 	<p>That the report be welcomed and that Constitution Ethics and Probity Committee consider, as part of its review of the Constitution to implement a proposed return to the Committee system, how Committees could be enabled to establish smaller working groups to look in detail at issues on a time limited basis</p>					

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Education Strategy Overview & Scrutiny Panel	24/06/13	<p>1. The Panel recommend that, pursuant to the role of championing high educational standards and the needs of vulnerable children, the overview and scrutiny committee with responsibility for education matters receive a six-monthly update detailing the educational outcomes and Ofsted outcomes for all publicly funded schools (maintained, Academy and Free Schools) in the borough. Upon consideration of this information:</p> <p>i. The Committee may wish to invite head teachers, chairs of governors and local authority governors to give evidence in relation to the performance of their schools should Members have concerns they wish to raise.</p> <p>ii. The Committee may wish to convene a time-limited working group to consider any concerns arising regarding particular groups or aspects of educational provision in the borough as a whole</p>	Recommendation to be incorporated in to 'An Education Strategy for Barnet 2013-14-15/16'	Children's Trust Board	Dec-13	Jun-14	Dec-14	

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		2. The Panel recommend that the Cabinet endorse the proposal to adopt a streamlined approach to nominating Local Authority Governors (as set out in the Annex).	Referred to CEP and GFC					
		3. The Panel recommend a review of the training schedule for governors offered through the council's traded service is undertaken, to ensure that it meets the needs of governors in fulfilling their responsibilities within the increasingly autonomous school system.	Recommendation to be incorporated in to 'An Education Strategy for Barnet 2013-14-15/16'					
		4. The Panel recommend that the Council pilot, initially for one year, the production of an annual report to parents on educational provision in Barnet to be published on the internet.	Recommendation to be incorporated in to 'An Education Strategy for Barnet 2013-14-15/16'					
		5. The Panel recommend that the Council develop best practice guidance for governing bodies to ensure the delivery of good governance and share best practice across the borough.	Recommendation to be incorporated in to 'An Education Strategy for Barnet 2013-14-15/16'					

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		6. The Panel recognises that the Learning Network Inspector service is well regarded and valued by schools. It recommends that the council maintain the provision of a dedicated, appropriately qualified education professional link for all schools going forward.	Recommendation to be incorporated in to 'An Education Strategy for Barnet 2013-14-15/16'					

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Your Choice Barnet Task and Finish Group	25/02/14	<p>1. Core permanent (non-agency) staffing levels for each service area should be identified on the Your Choice Barnet Risk Register as a Risk to Continuity of Service and Reputation. Risk Management Control should be in place before December 2013 to ensure that the identified number of core permanent staff for each service is maintained or exceeded at all times in order to mitigate any perceived risk posed to quality of present service provision. 'Next Steps/Action' recorded in the Risk Register should describe how this will be communicated across the organisation and more widely to ensure consistency and reassure Service Users and their families.</p>	Support recommendation 1 of the Task and Finish Group;	Rodney D'Costa	Sep-14	Mar-15	Sep-16	

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		2. Your Choice Barnet should analyse the potential for business growth through in-home respite as an outreach service from Valley Way. Members suggested prioritising focus in this yet to be explored potential growth area in order to deliver before April 2014.	Support recommendation 2 of the Task and Finish Group	Rodney D'Costa	Sep-14	Mar-15	Sep-16	
		3. Your Choice Barnet should explore potential benefits of establishing an overarching charitable arm or friends group to enable access to grants or other funding opportunities and maximise tax efficiencies.	Support recommendation 3 of the Task and Finish Group and agree that the Council as well as Your Choice Barnet could explore such alternative funding models	Rodney D'Costa	Sep-14	Mar-15	Sep-16	

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		4. The Council should have additional representation on the Your Choice Barnet Board. Members of the Task and Finish Group considered that, although two Councillors sit on the board of parent company (The Barnet Group Ltd.), experienced and appropriately briefed Members could serve to strengthen communication and contribute towards the joint aims in achieving strategic objectives and performance targets.	Recommendation 4 be revisited at a future date pending the Barnet Group's review of its structure, and implementation of the Council's new governance arrangements	Rodney D'Costa	Sep-14	Mar-15	Sep-16	
Early Years Review Task and Finish Group	25/02/14	1. To focus on early years provision development in areas where demographic changes mean there are gaps in childcare provision. This is an issue in both the South and West of the borough, especially Colindale, Golders Green and West Hendon.	Cabinet support each of the recommendations which will inform the presentation of an Early Years Strategy to Cabinet.	James Mass	Sep-14	Mar-15	Sep-16	

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		2. To re-focus resources to improve early years support in the most deprived areas of the Borough and for the most vulnerable families in the Borough.	Cabinet support each of the recommendations which will inform the presentation of an Early Years Strategy to Cabinet.	James Mass	Sep-14	Mar-15	Sep-16	
		3. To recommend the integration of health professionals into Children's Centres.	Cabinet support each of the recommendations which will inform the presentation of an Early Years Strategy to Cabinet.	James Mass	Sep-14	Mar-15	Sep-16	
		4. To develop a sustainable funding solution for nursery schools and that the Schools Forum be informed of the view of this Task and Finish Group.	Cabinet support each of the recommendations which will inform the presentation of an Early Years Strategy to Cabinet.	James Mass	Sep-14	Mar-15	Sep-16	
20 MPH Zones Task and Finish Group	02/04/14	1. Cabinet are recommended to introduce a dedicated policy on 20 mph limits and zones which is to allow any schools in the borough to 'opt-in' for a 20 mph limit/zone. Both primary and secondary schools would be equally entitled to apply for a 20 mph limit/zone.	Support recommendations 1, 2, 3 and 4 of the Task and Finish Group, subject to the clarification that all community groups, including emergency services, may request 20MPH zones and would also be included in the consultation process.	Declan Hoare	Oct-14	Apr-15	Oct-16	

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		2. Cabinet are recommended to review on a case by case basis other areas where a 20 mph zone could be suitable to be implemented.	Support recommendations 1, 2, 3 and 4 of the Task and Finish Group, subject to the clarification that all community groups, including emergency services, may request 20MPH zones and would also be included in the consultation process.	Declan Hoare	Oct-14	Apr-15	Oct-16	
		3. Cabinet are requested to update the Council's Road Safety Plan, to include a clear policy position on 20 mph zones and limits, and for this to be delivered within 12 months from the date of reporting to Cabinet.	Support recommendations 1, 2, 3 and 4 of the Task and Finish Group, subject to the clarification that all community groups, including emergency services, may request 20MPH zones and would also be included in the consultation process.	Declan Hoare	Oct-14	Apr-15	Oct-16	

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		4. Subject to Cabinet agreeing the adoption of a policy on 20 mph limits and zones, Cabinet or its successor committee are requested to ensure that an effective engagement strategy is devised and adopted which should be applied before the implementation of 20 mph zones / limits and other road safety measures. It is also requested that an effective application process is designed which specifies how residents, schools or any other community groups can request a 20 mph zone/limit to be introduced.	Support recommendations 1, 2, 3 and 4 of the Task and Finish Group, subject to the clarification that all community groups, including emergency services, may request 20MPH zones and would also be included in the consultation process.	Declan Hoare	Oct-14	Apr-15	Oct-16	
Empty Properties Task and Finish Group	02/04/14	1. The Council should substitute the existing 'refurbishment loan' offer with a competitive grant funding option tied to tenancy nomination rights. Officers should evaluate the offer against those of comparable local authorities and review annually.	Support recommendations.	Declan Hoare	Oct-14	Apr-15	Oct-16	

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		2. Barnet Homes should be encouraged to develop a clearer range of competitive offers for owners of empty properties.	Support recommendations.	Declan Hoare	Oct-14	Apr-15	Oct-16	
		<p>3. In partnership with Barnet Homes, the Private Sector Housing team should develop a cohesive promotional programme to raise awareness of work being done to address empty properties in the borough. To be rolled out over the next 12 months and emphasising the following:</p> <ul style="list-style-type: none"> • rewards available for reporting previously unidentified empty properties which subsequently results in a New Homes Bonus payment being due to Council; • the revised Financial Assistance policy; and • the full range of support available from the Council and Barnet Homes. 	Support recommendation 3, subject to the replacement of the word 'emphasising' with 'considering'.	Declan Hoare	Oct-14	Apr-15	Oct-16	

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		4. Information outlining the various options available and highlighting penalties to be imposed for failing to comply with the Council's requirements concerning bringing empty properties back in to use should be produced and distributed with the 2015/16 council tax billing letter. The same information should be sent out every time an owner registers their empty property with the council tax team.	Support recommendations.	Declan Hoare	Oct-14	Apr-15	Oct-16	

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		<p>5. To maintain the success of the current empty property programme the Council should develop a comprehensive strategy for the long-term identification and enforcement of empty properties. Enforcement action should be considered readily where it is appropriate to do so. The element of New Homes Bonus received by the Council as a result of empty properties being brought back in to use should be disaggregated from the total and reinvested in the programme to support on-going work in this area; alongside other income received as a direct result of action on empty properties.</p>	<p>With respect to recommendation 5, that funding for work on empty homes is part of the wider contractual funding relationship with Re, and that further work will be needed to identify the funding available for the programme.</p>	Declan Hoare	Oct-14	Apr-15	Oct-16	

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		6. The Council should consider replacing the current temporary posts (due to terminate in 2014) within the Private Sector Housing Team with permanent posts dedicated to the identification, recording and inspection of empty properties and Houses of Multiple Occupancy (HMO). This could also maximise potential for fraud referrals to the Council's Corporate Anti-Fraud Team (CAFT).	Support recommendations.	Declan Hoare	Oct-14	Apr-15	Oct-16	
		7. The Council should consider introducing a commission scheme to encourage public reporting of empty properties. A cash reward could be paid to anyone reporting a previously unknown empty property that is subsequently brought back in to use and results in New Homes Bonus income being received. This arrangement would provide a benefit to the Council.	Support recommendations.	Declan Hoare	Oct-14	Apr-15	Oct-16	
		8. Vacant, or otherwise available, commercial units in the borough should be evaluated in partnership with Barnet Homes for possible conversion to residential use.	Support recommendations.	Declan Hoare	Oct-14	Apr-15	Oct-16	

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		9. Officers working on Town Centre Regeneration projects should be required to report possible opportunities for residential use of spaces above shops.	Support recommendations.	Declan Hoare	Oct-14	Apr-15	Oct-16	
NHS Health Checks Scrutiny Review	02/04/14	1. Promotion. It is recommended that Public Health England develop a national communications strategy to promote awareness and advantages of Health Checks, supported by local campaigns. The campaign should seek to incentivise people to undertake a Health Check (e.g. by promoting positive stories relating to proactive management of risk factors or early diagnosis as the result of a check).	Cabinet support all of the recommendations.		Oct-14	Apr-15	Oct-16	

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		2. Providers / Flexible Delivery. Health Checks should be commissioned to be delivered through alternative providers (e.g. pharmacies, private healthcare providers etc.) and at alternative times (e.g. evenings / weekends), and in different locations (e.g. mobile unit at football grounds, shopping centres, work places, community events etc. or via outreach (e.g. at home or targeting vulnerable groups)) to make Health Checks more accessible.	Cabinet support all of the recommendations.		Oct-14	Apr-15	Oct-16	
		3. Treatment Package. All elements of the Health Check should be delivered in a single session to streamline the process and make the experience more attractive. Commissioners should investigate feasibility of tailoring treatment options to specific communities.	Cabinet support all of the recommendations.		Oct-14	Apr-15	Oct-16	
		4. Referral Pathways. The patient pathway should clearly define the referral mechanisms for those identified as:- <ul style="list-style-type: none"> • Having risk factors; and • Requiring treatment 	Cabinet support all of the recommendations.		Oct-14	Apr-15	Oct-16	

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		5. Restructure Financial Incentives. Barnet and Harrow have different payment structures. It is recommended that contracts are aligned (preferably in accordance with a standard contract agreed via the West London Alliance) and that Health Check providers are paid on completion only.	Cabinet support all of the recommendations.		Oct-14	Apr-15	Oct-16	
		6. Resources. Public Health England and local authorities must consider the cost of the whole patient pathway and not only the risk assessment or lifestyle referral elements of the Health Check. Health Checks are currently not a mandatory requirement for GPs (delivered by Local Enhanced Service contracts) meaning that they may not be incentivised to deliver and nor have the capacity (human resources and physical space) to deliver. Nationally, Public Health England and NHS England should consider the cost of the whole pathway and on that basis a whole system review is recommended.	Cabinet support all of the recommendations.		Oct-14	Apr-15	Oct-16	

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		<p>7. Targeting. It is recommended that the Health Checks commissioning strategy should deliver a 'whole population' approach (offering checks to eligible population cohort), complemented by targeting of specific groups or communities particularly:-</p> <ul style="list-style-type: none"> • men (who statistically have a lower up-take than women); • faith communities (who statistically have a high prevalence of certain diseases); and • deprived communities (where there is a statistical correlation between deprivation and a low uptake of Health Checks) 	Cabinet support all of the recommendations.		Oct-14	Apr-15	Oct-16	
		8. Screening Programme Anxiety. It is recommended that Public Health England, clinicians and local commissioners give consideration to managing potential public anxiety in participating in a screening programme.	Cabinet support all of the recommendations.		Oct-14	Apr-15	Oct-16	

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		9. Barriers to Take-Up. Commissioners are recommended to research the reasons for the public not to participate in the Health Checks programme to identify what the barriers to take-up are. On the basis of the research findings, targeted engagement with under-represented groups is recommended.	Cabinet support all of the recommendations.		Oct-14	Apr-15	Oct-16	
		10. Learning Disabilities. It is recommended that Public Health England, clinicians and local commissioners give consideration to incorporating adults with learning difficulties into the Health Checks programme before age 40 due to their overrepresentation in the health system	Cabinet support all of the recommendations.		Oct-14	Apr-15	Oct-16	

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Parking Policy (Cash Meters) Task and Finish Group	02/04/14	<p>1. Reintroduction of Cash Pay and Display Machines</p> <p>Conservative Group Recommendation – That the Environment Committee reconsider the possible reintroduction of cash pay and display meters early in the 2014/15 municipal year.</p> <p>Labour Group Recommendation – That Cabinet be recommended to bring back cash parking with immediate effect by converting the recently introduced credit/debit card pay and display meters (59 machines in total borough-wide) to accept cash payment.</p>	<p>Endorse recommendation 1 (Conservative Group recommendation) of the Task and Finish Group, with an amendment that Cabinet recommend that the Environment Committee reconsider the possible reintroduction of cash pay and display meters in the 2015/16 municipal year. Labour Group recommendation rejected.</p>		Oct-14	Apr-15	Oct-16	

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		<p>2. Publicity. The Group recommends that a Communications Plan be developed to publicise borough-wide parking arrangements following the recent town centre reviews. It is recommended that this includes a front page article on Barnet First which includes details of the following schemes: 20 minutes free parking in loading bays; restrictions being amended to allow free parking in some locations; the introduction of some limited free parking at specific on-street locations and at Moxon Street Car Park; the locations of the credit/debit card payment machines; the locations where payment can be made by PayPoint and where scratch cards can be purchased.</p>	Support recommendations		Oct-14	Apr-15	Oct-16	
		<p>3. Signage. Officers be instructed to undertake a review of all parking signage in town centre locations to ensure that all regulations are clearly detailed.</p>	Support recommendations		Oct-14	Apr-15	Oct-16	

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		4. Enforcement. The Cabinet Member be requested to undertake a review of the enforcement approach undertaken by NSL to ensure that it is fair and appropriate and meets the parking objectives of the Council.	Support recommendations		Oct-14	Apr-15	Oct-16	