
REPORT OF OVERVIEW AND SCRUTINY COMMITTEE

MEETING HELD ON 21 NOVEMBER 2006

Chairman: * Councillor Jean Lammiman

Councillors: * B E Gate * Christopher Noyce
 * Mitzi Green * Richard Romain
 * Salim Miah * Anthony Seymour
 * Mrs Myra Michael * Mrs Rekha Shah
 * Jerry Miles * Mark Versallion

* Denotes Member present

[Note: Councillor Ms Nana Asante attended this meeting to speak on the item indicated at Minute 67 below. Councillors Miss Christine Bednell and Paul Osborn, having been invited to the meeting in their capacity as Portfolio Holders, spoke on the items indicated at Minutes 64, 66, 67 and 68 below].

PART I - RECOMMENDATIONS

RECOMMENDATION I - Terms of Reference of the Children and Young People Scrutiny Sub-Committee

The Committee considered Recommendation 1 of the Children and Young People Scrutiny Sub-Committee meeting held on 18 October 2006.

Members were of the view that the terms of reference, as amended by the Sub-Committee should be seen as a model for other scrutiny committees to follow, including the Overview and Scrutiny Committee. Members indicated that the changes should next be made when all the terms of reference of the scrutiny committees were submitted to Council for approval.

Paragraph (f) of the Sub-Committee's terms of reference was also amended at the meeting as follows:-

“(f) assist the Executive and the Council in the development of the budget and policy framework by analysis of policy issues.”

Resolved to RECOMMEND: (to Council)

That the terms of reference of the Children and Young People Scrutiny Sub-Committee, as now amended and as set out at Appendix 1 to these minutes, be approved.

RECOMMENDATION II - Overview and Scrutiny Work Programme

At its meeting on 10 October 2006, the Overview and Scrutiny Committee had agreed its work programme and had also noted the work programmes of the Safer and Stronger Communities and Sustainable Development and Enterprise Scrutiny Sub-Committees.

Members now received a report which set out the final versions of the work programmes of all the scrutiny bodies, including those of the Adult Health and Social Care and Children and Young People Scrutiny Sub-Committees.

The Committee, having noted the work programmes of the Adult Health and Social Care and Children and Young People Scrutiny Sub-Committees, was reminded of the requirements set out under Overview and Scrutiny Procedure Rules 12.1 and 12.3, and accordingly

Resolved to RECOMMEND: (to Council)

That the Work Programme of the Overview and Scrutiny Committee and its Sub-Committees, as attached at Appendix 2 to these minutes, be noted.

(See also Minute 76).

PART II - MINUTES56. **Attendance by Reserve Members:**

RESOLVED: To note that there were no Reserve Members in attendance at this meeting.

57. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

- (i) Agenda Item 14 – Cultural Services Review – Scope
During consideration of this item, Councillor Jean Lammiman declared a personal interest in that she was a Council appointed representative of Arts Culture Harrow (ACH). She would remain in the room whilst the matter was considered and voted upon.
- (ii) Agenda Item 15 - Business Transformation Partnership – Access Harrow
Councillor B E Gate declared a personal interest due to his professional interest in call centres. He would remain in the room whilst the matter was considered and voted upon.
- (iii) Agenda Item 18 – Performance on the Local Area Agreement (LAA)
Councillor Ms Nana Asante, who was not a member of this Committee, declared a personal interest in that she was a member of the Community Cohesion Management Group, which operated under the auspices of the Harrow Strategic Partnership Executive (HSPE), a body that oversaw the LAA. She would remain in the room whilst the matter was discussed.

58. **Arrangement of Agenda:**

The Chairman stated that item 12 – Call-In Sub-Committee – Reference from the Constitution Review Working Group – would be considered before item 11 – Appointment of Members for the Scrutiny Sub-Committees for the Remainder of the Municipal Year 2006/07.

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda items be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
11. Appointment of Members to the Scrutiny Sub-Committees for the remainder of the Municipal Year 2006/07.	This report was being consulted on at the time of the dispatch of the agenda and was not received in its final form in time to be included on the original agenda. Members were requested to consider this item, as a matter of urgency, so that the changes in the memberships could be implemented with immediate effect.
14. Cultural Services Review – Scope – List of Questions	This document contained the questions, which were not available at the time of the circulation of the agenda as the questions were being constructed. Members agreed to consider the questions, which related to an item on the agenda for which a Portfolio Holder had been invited to attend.

(2) all items be considered with the press and public present.

[Note: During the course of the meeting, the order of business was further varied and the minutes are recorded in the order items on the agenda were considered].

59. **Minutes:**

RESOLVED: That (1) the minutes of the meeting held on 18 July 2006, be taken as read and signed as a correct record;

(2) the minutes of the ordinary meeting held on 10 October 2006, and of the Special meeting held on 14 November 2006, be deferred until printed in the Council Bound Minute Volume.

60. **Public Questions, Petitions and Deputations:**

RESOLVED: To note that no public questions were put, or petitions or deputations received at this meeting under the provisions of Overview and Scrutiny Procedure Rules 8, 9 and 10 (Part 4F of the Constitution) respectively.

61. **References from Council/Cabinet:**

RESOLVED: To note that no reports were received.

62. **Terms of Reference of the Overview and Scrutiny Committee:**

RESOLVED: That the revised terms of reference of the Overview and Scrutiny Committee, as agreed by Council on 19 October 2006, be noted.

63. **Terms of Reference of the Children and Young People Scrutiny Sub-Committee:**
(See Recommendation I above).

64. **Call-In Sub-Committee - Reference from the Constitution Working Group:**

The Chairman welcomed Councillor Paul Osborn, Chairman of the Constitution Working Group, to the meeting for this item.

Councillor Osborn stated that there had been cross-party support for the establishment of a separate Education Call-In Sub-Committee. A Member suggested that the voting co-opted members of this second Call-In Sub-Committee be informed of the establishment of this new body, together with details of how it would function and decisions could be called in.

Members discussed the attendance of the Portfolio Holders at the Call-In Sub-Committee meetings and their operation. The Director of Corporate Governance clarified that it was a matter for the Call-In Sub-Committees to invite the Executive decision taker and a representative of those calling-in the decision to provide information at the meeting. A Member stated that sufficient time should be allowed for the representative of those calling-in the decision to present the case. In response, the Chairman of the Call-In Sub-Committee stated that sufficient time had been given and that it had been agreed to review the protocols.

It was noted that the Council's Constitution required any change in Scrutiny Sub-Committees to be reported to Council.

RESOLVED: That (1) a separate (second) "Education Call-In Sub-Committee", with a membership of nine Councillors (being seven Conservative and two Labour Members) and the four voting co-opted members be established;

(2) the establishment of the Education Call-In Sub-Committee be reported to Council, in accordance with Overview and Scrutiny Procedure Rule 4.3;

(3) the co-opted members also be informed of the establishment of the Sub-Committee.

(See also Minute 65).

65. **Appointment of Members to the Scrutiny Sub-Committees for the remainder of the Municipal Year 2006/07:**

RESOLVED: That (1) the memberships of the Scrutiny Sub-Committees, as appended at Appendix 3 to the minutes, be approved for the remainder of the Municipal Year;

(2) Councillor Anthony Seymour be appointed Chairman of the Education Call-In Sub-Committee for the remainder of the Municipal Year.

(See also Minute 64).

66. **Corporate Governance Update:**

The Director of Corporate Governance introduced the report, which set out developments since the matter was last reported to the Committee on 18 July 2006. He highlighted the key achievements and the outstanding workstreams for 2006/07. It was noted that Harrow would fully adapt the new CIPFA/SOLACE framework when it had published the governance plans for 2007/08.

In response to questions, the Director of Corporate Governance stated that:-

- a review of the whistleblowing policy would be conducted by the Business Development Directorate with a view to submitting it to the Standards Committee in December 2006;
- the Group Manager, Communications, was leading on the development of a new Communications Strategy which would initially be presented to the Corporate Management Team (CMT) for comment. The Portfolio Holder for Legal Services and Issues facing Young People stated that the Communications Strategy was subject to budget constraints and that options on how the Strategy could be taken forward were being investigated. It had been suggested that a Partnership approach might be the best way in taking the Communications Strategy forward;
- the grievance policy was subject to further consultation;
- the policy on retirement and Human Resources (HR) policies that had age related issues were being reviewed;
- the recruitment and selection policy, which was agreed in September 2006, would be rolled out in January 2007;
- the disciplinary and harassment policy was at an early stage of review;
- the Management Assurance Action Plan was set out at Appendix A to the report and that its implementation timetable was being worked on.

The Director of People, Performance and Policy also responded to questions from Members on aspects of the report. He acknowledged that there was a need to encourage a positive view of citizenship and stated that this view was being taken forward through community engagement work by empowering people. Surveys would be conducted to measure how citizenship had evolved. The Chairman stated that discussions on this matter had taken place at the Member Development Panel and that the notion of democratic engagement was being developed.

A Member stated that the development of the various strategies – Communications and HR strategies – ought to be kept under review by the Overview and Scrutiny Committee. It was noted that the January 2007 meeting of the Sub-Committee would focus on the Budget and HR and that the Finance and Business Matters Portfolio Holder had been invited to attend.

RESOLVED: That (1) the recent developments and good progress made in Corporate Governance be noted;

(2) exception/information reports be submitted to the Committee;

(3) the progress in key performance indicators (KPIs) be also reported to the Overview and Scrutiny Committee.

67. **Cultural Services Review - Scope:**

The Vice-Chairman of the Overview and Scrutiny Committee, in her capacity as Chairman of the Cultural Services Review Group, introduced the report and drew attention to the scope and the components of the review, as set out at Appendix 1 of the report of the Director of People, Performance and Policy.

The Director of People, Performance and Policy advised Members as follows:-

- there was a need for a review to retain some flexibility in the context of both the Council's Corporate Plan and the budget, which were relevant to this review;
- the outcomes of the customer satisfaction surveys could have an impact on this review at which time the scope might have to be varied. The Director identified 'sport' as a high risk area in terms of the Comprehensive Performance Assessment (CPA). The Portfolio Holder for Lifelong Learning, Cultural Services and Issues Facing Older People said that although the survey's outcomes were difficult to predict, the 'sport' area could be viewed as highly risky;

The Chairman of the Cultural Services Review Group stated that the preliminary fact finding work of the Group would not impinge on the Council and that the Review Group had agreed to 'piggy-back' on the survey findings.

Members indicated that they were pleased with the methodology and noted that the Review Group would seek to co-opt residents' associations, such as the Rayners Lane Tenants' Association, which was seen as a good model for others to adopt, sport and art groups and to engage with those that had been involved in the 'Hear/Say' Community Engagement Review.

The Chairman stated that the scope of the Review ought to be agreed on the understanding that it was not set in 'stone'. She added that Members were aware of the implications of the Council's Medium Term Budget Strategy (MTBS) on the Review and that the scrutiny committee's involvement in 'cultural services' would be seen positively by the government should it decide to intervene in any of the possible risk area(s) mentioned by the Director of People, Policy and Performance.

The Portfolio Holder for Lifelong Learning, Cultural Services and Issues Facing Older People responded to the following questions as set out below:-

1. *When will decisions be made regarding the two options for improving the Council's sports facilities? Should the existing contract be modified or should a root and branch reconfiguration of assets be the basis of a new contract?*

The Portfolio Holder stated that there was a great deal of interest in sporting activities due to the 2012 Olympics. In Harrow, the Council intended to make the most of the opportunities available. She stated that two meetings had been held with Leisure Connections (LC), providers of sport and leisure facilities at Hatch End, Roger Bannister and the Leisure Centre, which was now under new leadership and management. LC had been asked to submit proposals to the Council by the end of November 2006 that would involve the replacement/repositioning of the Leisure Centre and the possibilities of improvements at other sites. The proposals would then be evaluated. She hoped that Harrow would be able to provide training and other facilities for the athletes, which would help inspire the young and benefit Harrow's diverse communities.

The Portfolio Holder responded to supplemental questions about the chequered history of LC and whether other companies would be invited to submit proposals now. She acknowledged the history of LC, but advised that it was now under new and enthusiastic management. The proposals for LC would provide a benchmark for the future.

2. *What is the Portfolio Holder's view of the future for Arts Culture Harrow (ACH)?*

The Portfolio Holder responded as follows:-

- ACH was an independent Trust, and therefore was not under the Council's direct control;
- that ACH's performance had been varied, that it had had difficulties in managing its budget(s) and was operating at a deficit;
- that the Council had met with the Trustees of ACH and requested information on their situation, some of which remained outstanding, following which a balanced judgement would be taken;
- that the Council was committed to delivering a broad and stable arts and performance calendar in Harrow and that ACH had been made aware of this requirement;
- that ACH's Service Level Agreement (SLA) with the Council was being reviewed.

3. *The Council has a rolling programme of parks renovation with the aim of delivering Green Flag Status. What will be impact of the Council's budget cuts on this programme?*

The Portfolio Holder stated that the Council intended to apply for Green Flag Status at Canons Park, Roxeth and Harrow Recreation Grounds. The Portfolio Holder outlined the requirements for Green Flag status and informed Members that the application had to be made every year and that this year applications had to be submitted by January 2007. The judging would take place in May/June 2007.

She stated that the Council was tackling the ongoing issue of maintenance due to the budget. It was hoped that the Council would be successful in attaining Green Flag status for at least one of the three parks mentioned above, but that it was committed to ensuring improvements in all parks. The Portfolio Holder responded to the concerns about the locking of park gates, which might negate the Green Flag status.

4. *What is the Portfolio Holder's vision with regard to the Cultural Calendar and, specifically, how does she see Black History Month developing in future?*

The Portfolio Holder informed Members that the Council intended to prepare a Cultural Calendar which was considered to be appropriate for a diverse borough such as Harrow. She added that Harrow was the most religiously diverse borough in England and that, the cultural calendar, in addition to celebrating the various religious festivals, would aim to recognise the breadth of Harrow's diversity. She saw Black History Month as an important component of the cultural calendar, and was also aware that 2007 marked the 200th anniversary of the abolition of slavery. She looked forward to hearing about how the Black History Month Forum intended to mark the event.

5. *Members have been made aware of the issues facing the Council with regard to replacing the Borough's trees, many of which are coming to the end of their lifecycle. How does the Portfolio Holder propose to address this?*

The Portfolio Holder stated that whilst this was not within the remit of her portfolio, it was for reasons of insurance and safety that trees were being felled. She referred to the number of trees that had been planted in previous years and stated that 250 trees had been ordered for planting in the current year. It was noted that this matter would be publicised in Harrow People.

RESOLVED: That (1) the proposed scope for the review of Cultural Services be agreed in principle;

(2) exception reports be submitted to the Committee.

(See also Minute 57(i)).

68. **Olympics 2012:**

An officer introduced the report, which updated Members on Harrow Council's preparations for the London 2012 Olympics. She drew Members' attention to Appendix 2 of the report, which provided a diagram of how the Task Force would be set up. Members were informed that because of the branding issues, the task force would be known as 'Championing Harrow'. The inaugural meeting was held in November and a formal partner launch would take place in February 2007. She also pointed out that the lead responsibility for the Olympics had now moved to the Director of Lifelong Learning and Cultural Services.

The Portfolio Holder for Lifelong Learning, Cultural Services and Issues Facing Older People stated that the Council would look to develop plans for the Paralympic Games as well as the Olympic Games. She pointed out that those people who intended to volunteer to help with the Games had to show that they had been local volunteers. Links were to be made with the Harrow School which had excellent sporting facilities.

Members commented that:-

- representations ought to be made through the Association of London Government and local MPs about the embargo on the use of the brand word 'Olympics' which could impact on the Council's promotion of the Games;
- transport facilities were an issue, particularly in Stanmore, which already suffered from events at Wembley stadium;
- the implications of the project on the Council's budget.

In response, the Portfolio Holder and the officer stated that:-

- scrutiny representation on Championing Harrow taskforce would be considered;
- the use of a strapline alongside 'Championing Harrow' to explain the link to Harrow's preparations for the Olympics and the excitement as the Games drew closer would help promote involvement in local activities;

- no budget had currently been set aside for this area of work but a report on this issue would be submitted to a future meeting of the Committee;
- discussions had taken place with Leisure Connections on possible changes to sports and leisure facilities, including an Olympic size swimming pool. The Chairman requested a report back on this matter at a future meeting.

The Chairman thanked the Portfolio Holder for her contributions.

RESOLVED: That (1) the report be noted;

(2) the reports mentioned in the preamble above be submitted to future meetings of the Committee;

(3) Scrutiny determine how it would like to receive information on the development of the taskforce.

69. **Business Transformation Partnership - Access Harrow:**

The Director of Business Transformation introduced the report, which addressed the issues raised in relation to Access Harrow at a previous meeting of the Overview and Scrutiny Committee. She addressed the following issues and responded to questions from Members:-

- the recycling campaign had led to an unprecedented demand on Access Harrow and telephone calls from members of the public had been diverted to the Capita Call Centre in Coventry. As a result, it had been impossible to bed-in the service provided by Access Harrow. The Director had listened to a random number of calls and had been satisfied with the manner in which they had been answered by the Call Centre in Coventry. However, lessons had been learnt regarding the implementation of Council-wide campaigns which would be applied to future projects;
- the responses to a survey on Access Harrow carried out in September 2006 had been positive and visitors had been satisfied with the service provided. However, improvements were necessary and various options were being considered within the financial constraints of the Council. Initially, the existing structure would be reviewed. Two further options – using volunteers from Directorates or a pool of people from a local recruitment agency at a rate favourable to the Council – would be considered to provide support to Access Harrow at busy times. These options would allow the Council to have a direct control over those providing the support to ensure accountability.

The Director invited Members to visit the premises to see how Access Harrow operated. She stated that it was important to remember that the move to Access Harrow had not generated a downward spiral in the service provided but that data was available for the first time, which allowed the Council to compare the service provided and to improve it.

The Portfolio Holder for Legal Services and Issues Facing Young People, speaking in his capacity as support Member on Access Harrow, stated that the performance of Harrow's One Stop Shop and the Contact Centre ought to be at a level expected by local residents. The Portfolio Holder paid tribute to the staff who he felt had done a remarkable job in dealing with customers and indicated that he was pleased with the overall performance of Access Harrow. He added that he was looking to improve the Council's website, which was currently sub-optimal. The 'refresh' of the website might enable 'channel migration', which would help reduce the number of telephone calls to Access Harrow. In addition, the revision of the options available on the telephone 'menu', together with the introduction of 'spikes' to deal with high levels of demand on certain days, for example Mondays, might also assist in reducing the numbers of calls. However, improvements to the website were essential before residents would be encouraged to communicate with the Council in different modes, such as emails. Members were informed that the practicalities of returning residents' telephone calls would be looked at.

In response to additional questions from Members, the Director stated that the staff were expected to respond to emails within one working day. Details of the response rates would be sent to Members. The Director explained that the telephone system for Council Tax would be upgraded and would provide callers with information on the estimated waiting time in which their call would be answered, rather than just informing them of their position in the queue. The information would be updated as the caller moved up the queue. Members were briefed on the staffing issues in the Council Tax service.

The Chairman thanked the Portfolio Holder for his contributions to the debate.

RESOLVED: That (1) a progress report on the various matters reported in the preamble above be submitted to the next meeting of the Committee;

(2) the Portfolio Holder for Legal Services and Issues Facing Young People be invited to attend the next meeting.

(See also Minute 57(ii)).

70. **Fair Trade:**

The Chairman reported that the Executive Director (Urban Living) offered apologies for not submitting the report on Fair Trade.

RESOLVED: That a report on Fair Trade be submitted to a future meeting of the Committee.

71. **MORI Quality of Life Survey 2006:**

An officer introduced the report, which set out the findings of the 2006 Quality of Life Survey undertaken for the Harrow Strategic Partnership by MORI. The full survey was available on the Council's website. It was noted that the data would be entered into the business warehouse component of the Council's Management Information System (MIS) soon.

The officer responded to questions from Members and their suggestions on improving response rates on surveys. He undertook to discuss the implications of changing survey methods with MORI and mentioned that the Community Cohesion Management Group had also expressed an interest in changing the terminology used in surveys. The officer undertook to report back on the outcome of his discussions with MORI.

RESOLVED: That (1) the conclusions of the MORI Quality of Life survey be noted;

(2) the use of the accumulating Quality of Life evidence to support the Committee's work programme and as background support, where appropriate, be continued;

(3) consideration be given to how best the results could be utilised by the Council and its Partners;

(4) a report on the outcome of the negotiations with MORI, as reported in the preamble above, be submitted to March/April 2007 meeting of the Committee.

72. **Performance on the Local Area Agreement:**

The Committee considered a report of the Director of People, Policy and Performance, which provided information on the performance to date of the Local Area Agreement (LAA) targets and the Harrow Strategic Partnership (HSP) generally. An officer stated that the LAA had helped strengthen the HSP and he responded to questions from Members as follows:-

- the indicator 'adults who feel able to influence decisions of public bodies' would be renegotiated at the 'refresh' stage of the LAA;
- the Scrutiny Sub-Committees would be provided with the data relevant to their Committee;
- reports on performance would be submitted.

RESOLVED: That (1) the submission made by the Harrow Strategic Partnership to the Government Office for London (GOL) constituting a six month review of the Local Area Agreement be noted;

(2) a further report on the performance of the LAA be submitted in six months or soon thereafter;

(3) data relevant to each of the scrutiny Sub-Committees be forwarded to Members of those Committees.

(See also Minute 57(iii)).

73. **Review of Procurement – Planning Information:**

The Committee received a report of the Director of People, Performance and Policy, which set out the scoping and planning systems on the Council's Procurement Transformation Project.

An officer stated that the report requested that Members identified their preferred option and approval of the membership of the project team.

A Member expressed a general concern about the transparency of the review groups set up by Overview and Scrutiny Committee, including this one should Option 2 be agreed. She was of the view that a prescoping of Option 3 was necessary. Some Members did however welcome Option 2 and were of the view that Option 3 would lead to unnecessary duplication of work being carried out elsewhere.

The Chairman indicated that Option 2 appeared to be preferred. She suggested that the project team consider appointing lay experts on this review group and retain flexibility in its working. She expressed 'open' reporting lines. It was noted that the project team would consider the following areas:-

- local procurement/local trade/fair trade;
- empowerment;
- local economy/strategic alliances.

RESOLVED: That (1) the information on the Council's Procurement Transformation Project, being carried out as part of the Business Transformation Project programme, be noted;

(2) the aims for the Scrutiny review of procurement, as outlined in the officer report, be agreed;

(3) the preferred option for a review of this Project was Option 2;

(4) the following Members participate in the review:-

- Councillor Richard Romain (Chairman of the Review Group)
- Councillor Jeremy Zeid
- Councillor Mitzi Green
- Councillor Paul Scott (subject to his agreement)
- (a Labour Nominee).

74. **Improvement Approaches in Local Government:**

The Director of People, Performance and Policy introduced the report, which updated Members on the debate on the approach to improvement in Local Government prompted by the recent publication of the Local Government White Paper, the Lyons Review and the Comprehensive Spending Review.

The Director drew Members' attention to the landscape of improvement diagram set out in the report and the changes driven by customers. He emphasised the change driven by local authorities in which scrutiny continued to play a major role.

Members were informed of the essence of the Local Government White Paper and highlighted its key aspects as follows:-

- the White Paper would strengthen Partnerships;
- the Local Area Agreement (LAA) would have a statutory requirement rather than a voluntary one;
- three options on leadership of local authorities would be available, with the Leader/Mayor serving a full 4-year term;
- the powers of scrutiny would be strengthened, which would allow scrutiny to call on other public service agencies to account for their actions;
- London Boroughs would have the powers to create Parish Councils;
- there would be a drive in efficiency and an emphasis on Local Performance Indicators (PIs).

A Member suggested improvements to the presentation of the landscape of improvement diagram, which would reflect the drivers of change realistically.

RESOLVED: That (1) the report be noted and a further report on the Local Government White Paper be submitted to the Committee;

(2) the implications for Scrutiny be noted.

75. **Evidence for Accountability Project:**

Members received a report of the Director of People, Performance and Policy, which outlined the invitation from Centre for Evidence Board Policy and Practice, King's College London for scrutiny in Harrow to participate in the Evidence for Accountability Project.

An officer introduced the report and advised of the other organisations invited to participate in the Project. It was noted that the researchers proposed to undertake the project by observing three of the reviews that Scrutiny Sub-Committees had committed to undertake during 2007. She explained that the researchers might interview Members serving on the reviews and examine how evidence was gathered, interpreted and how conclusions were arrived at.

RESOLVED: That (1) the recommendations of the Scrutiny Chairmen and Vice-Chairmen to participate in the Evidence for Accountability Project be endorsed;

(2) the following reviews be included in the Project:-

- Cultural Services Programme – Overview and Scrutiny Committee
- 14-19 Strategy Challenge Panel – Children and Young People Scrutiny Sub-Committee
- Energy Use – Light Touch Review – Sustainable Development and Enterprise Scrutiny Sub-Committee.

76. **Overview and Scrutiny Work Programme:**

Further to Recommendation II, it was

RESOLVED: That the Work Programme for the Adult Health and Social Care and Children and Young People Scrutiny Sub-Committees be noted.

77. **Any Other Business:**

Urgent Business – CPA/JAR Inspections

The Chairman stated that a paper prepared by herself and the scrutiny unit on Comprehensive Performance Assessment/Joint Area Review inspections would be circulated to Members of Scrutiny, setting scrutiny into the overall context to assist them in the interviews.

78. **Extension and Termination of the Meeting:**

In accordance with the provisions of Overview and Scrutiny Procedure Rule 6.7(ii)(b), it was

RESOLVED: (1) At 10.00 pm to continue until 10.15 pm;

(2) at 10.15 pm to continue until 10.30 pm;

(3) at 10.30 pm to continue until 10.35 pm.

(Note: The meeting, having commenced at 7.31 pm, closed at 10.31 pm).

(Signed) COUNCILLOR JEAN LAMMIMAN
Chairman

APPENDIX 1**Children and Young People Scrutiny Sub-Committee**

The Children and Young People Scrutiny sub-committee has the following powers and duties:

- a) **to hold relevant Portfolio Holders to account on a regular basis;**
- b) to develop a work programme for scrutiny of the children and young people related functions of the Council and partners in consultation with the Overview and Scrutiny Committee;
- c) to have specific responsibility for policy development and scrutiny of the following functions:
 - Every Child Matters outcomes (including health)
 - Education Authority functions
 - Youth participation and engagement
 - Youth offending
 - 0 – 19 learning
 - Early Years Services
 - Extended Schools
- d) to hold the HSP and its management groups to account for the delivery of the Local Area Agreement;
- e) to review and make reports and recommendations to the Executive and the Council in respect of the functions within its terms of reference;
- f) assist the Executive and the Council in the development of the budget and policy framework by analysis of policy issues;
- g) **conduct research and consultation including with community and other appropriate stakeholders in the analysis of policy issues and possible options;**
- h) to consider, report and make recommendations on any matter within the Sub-Committee's terms of reference affecting the area and/or those who live **in**, work **in**, or travel through Harrow;
- i) to conclude reviews promptly, normally within 6 months;
- j) to contribute to the annual report of the work of scrutiny.

APPENDIX 2

Appendix One: Agreed topics for the Overview and Scrutiny committee work programme 2006 – 2010

Year One	Year Two	Year Three	Year Four
Budget ½ day challenge panel	Budget ½ day challenge panel	Budget ½ day challenge panel	Budget ½ day challenge panel
Impact of NHS financial situation Working party	Impact of NHS financial situation Working party		
Procurement programme • Management/ monitoring IDR • Delivering savings IDR • Procurement partnerships IDR	Procurement programme • Management/ monitoring IDR • Delivering savings IDR • Procurement partnerships IDR	Procurement programme • Management/ monitoring IDR • Delivering savings IDR • Procurement partnerships IDR	Procurement • Management/ monitoring IDR • Delivering savings IDR • Procurement partnerships IDR
Community Engagement strategy Report	NHP Value for Money LTR		
Community strategy Report	Services for People with Special Educational Needs IDR		
Corporate assessment ½ day challenge panel			
Power enquiry Report			
HR Programme • Motivating and rewarding staff - IDR • Harrow council as an employer IDR • Internal communications LTR • Recruiting BME staff IDR • Revised strategy for people – ½ day challenge • Management development post MMR – LTR			

Year One	Year Two	Year Three	Year Four
Olympics programme	Olympics programme	Olympics programme	Olympics programme
Audit/Risk ½ day challenge panel	Audit/Risk ½ day challenge panel	Audit/Risk ½ day challenge panel	Audit/Risk ½ day challenge panel
MORI outcomes Report	MORI outcomes Report		
	Equalities programme	Equalities programme	Equalities programme
Community calls to action – implications of the Local Government white paper(s) Report			
Ombudsman’s annual report Report	Ombudsman’s annual report Report	Ombudsman’s annual report Report	Ombudsman’s annual report Report
	Service and corporate planning LTR		
	Embedding performance management LTR		
Culture programme	Culture programme	Culture programme	Culture programme
<ul style="list-style-type: none"> Cultural strategy ½ day challenge panel Arts culture Harrow LTR 			
Investor in People ½ day challenge panel			
Strategic Projects Report initially followed by possible programme of work to investigate the impact of savings proposals.			

Appendix Two: Agreed topics for the Safer and Stronger Communities scrutiny sub committee work programme 2006 – 2010

Year One	Year Two	Year Three	Year Four
<p>Safer communities programme</p> <ul style="list-style-type: none"> Decision making processes (S17 mainstreaming) - challenge 	<p>Safer communities programme</p> <ul style="list-style-type: none"> RFOC – report People (ASB, social cohesion) – IDR Physical (Licensing, enforcement, envirocrime – IDR 	<p>Safer communities programme</p> <ul style="list-style-type: none"> Fear of crime reassessment – report ASB – IDR Enforcement/ Envirocrime - IDR 	<p>Safer communities programme</p> <ul style="list-style-type: none"> Fear of crime reassessment – report ASB – IDR Enforcement/ Envirocrime – IDR
<p>CDRP 6 – monthly assessments Report/challenge</p> <p>Anti-poverty programme</p> <ul style="list-style-type: none"> Financial inclusion (links to voluntary sector programme – capacity building) Fuel poverty 	<p>CDRP 6 – monthly assessments Report/challenge</p>	<p>CDRP 6 – monthly assessments Report/challenge</p>	<p>CDRP 6 – monthly assessments Report/challenge</p>
<p>Strategic Objectives for community cohesion Report</p>			
	<p>Voluntary Sector Programme</p> <ul style="list-style-type: none"> Developing a strategic relationship with the sector Future role/purpose of grant funding Arts culture Harrow Increasing the voluntary sector's capacity 	<p>Voluntary Sector Programme</p> <ul style="list-style-type: none"> Developing a strategic relationship with the sector Future role/purpose of grant funding Arts culture Harrow Increasing the voluntary sector's capacity 	
	<p>Public Realm infrastructure Liveability and public spaces IDR</p>		

Year One	Year Two	Year Three	Year Four
	Phone booth provision LTR		
	Area working programme <ul style="list-style-type: none"> • Extended schools – LTR • Neighbourhood working 	Area working programme <ul style="list-style-type: none"> • Extended schools – LTR • Neighbourhood working 	Area working programme <ul style="list-style-type: none"> • Extended schools – LTR • Neighbourhood working
Community plan Report			

Appendix Three: Agreed topics for the Sustainable Development and Enterprise scrutiny sub committee work programme 2006 – 2010

Year One	Year Two	Year Three	Year Four
Impact of changes in Harrow's demography Programme	Impact of changes in Harrow's demography Programme	Impact of changes in Harrow's demography Programme	Impact of changes in Harrow's demography Programme
Drought preparations ½ day challenge panel COMPLETE			
Borough-wide economic development ½ day challenge panel REPORT IN NOVEMBER			
Tourism Review ½ day challenge panel REPORT IN NOVEMBER			
Residents' Information Pack LTR COMPLETE	Energy consumption LTR		
	West London Alliance (ACL case study) IDR	Accessibility LTR	
		Traffic management IDR	
	Housing Programme of work / working pty	Housing Programme of work / working pty	Housing Programme of work / working pty

Appendix Four: Agreed Topics for the Adult Health and Social Care Scrutiny Sub Committee Work Programme 2006 – 2010

THEME	YEAR ONE (2006/07)	YEAR TWO (2007/08)	YEAR THREE (2008/09)	YEAR FOUR (2009/10)
AGREED FOR INCLUSION IN PROGRAMME				
PRIMARY CARE	<p>PCT consultation on transferral of services to Alexandra Avenue Health and Social Care Centre</p> <ul style="list-style-type: none"> ➤ Reports in June and September 2006 ➤ Formal response from committee ➤ Members' visit in August 2006 			
	<p>Practice Based Commissioning</p> <ul style="list-style-type: none"> ➤ Report in June 2006 	<p>Practice Based Commissioning</p> <ul style="list-style-type: none"> ➤ Report 		
	<p>Patient choice</p> <ul style="list-style-type: none"> ➤ Report in June 2006 	<p>Patient choice</p> <ul style="list-style-type: none"> ➤ Report 		
	<p>Public health: Obesity /Diabetic Care</p> <ul style="list-style-type: none"> ➤ Initial report in October 2006 ➤ In-depth review in early 2007 (joint work with Children and Young People Committee) 	<p>Public health: Obesity /Diabetic Care</p> <ul style="list-style-type: none"> ➤ Completion and report back of in-depth review, with Children and Young People Committee 		
	<p>Public health: Sexual health strategy</p> <ul style="list-style-type: none"> ➤ Report in September 2006 			

ACUTE CARE	Northwick Park Hospital maternity services ➤ Regular update reports	Northwick Park Hospital maternity services ➤ Regular update reports	
	Northwick Park Hospital maternity services ➤ Regular update reports		
SOCIAL CARE	Northwick Park Hospital maternity services ➤ Regular update reports NWL Hospitals Trust – healthcare acquired infection ➤ Annual report on Infection prevention and control in December 2006 Follow up of review of domiciliary care ➤ Challenge Panel in Autumn 2006		
	Social Services Complaints ➤ Annual report in December 2006	Social Services Complaints ➤ Annual report in December 2007	Social Services Complaints ➤ Annual report in December 2009
		Adults social care VFM ➤ In-depth review	
MENTAL HEALTH	Integrating mental health services ➤ Report in October 2006		
	Application by C&NW London Mental Health Trust for foundation status ➤ Report in September 2006		

<p>PARTNERSHIP PROJECTS</p>	<p>Implementing the white paper ➤ Report in June and September 2006</p>	<p>Implementing the white paper ➤ Report</p>		
	<p>Planning for a flu pandemic ➤ Report in June 2006 ➤ Followed by challenge panel in Winter 2006/early2007 (if time permits)</p>			
		<p>Impact of rationalisation of services on well – being ➤ In-depth review or Health Impact Assessment? ➤ Include an older people’s chiroprody services – case study</p>		
		<p>Implementation of leisure card ➤ In-depth review</p>		
		<p>MORI outcomes ➤ Report and possible programme</p>		
	<p>Community strategy ➤ Report</p>			
<p>PERFORMANCE ISSUES</p>	<p>Question and Answer session with portfolio holder(s) ➤ Special session in March 2007</p>	<p>Question and Answer session with portfolio holder(s)</p>	<p>Question and Answer session with portfolio holder(s)</p>	<p>Question and Answer session with portfolio holder(s)</p>

<p>FINANCIAL POSITIONS OF LOCAL NHS TRUSTS (In the long term, these issues will be discussed by the new Standing Review on NHS finances and transfer from the Adult Health and Social Care Committee)</p>	<p>Scrutiny response to Annual Health Check submissions by NHS trusts</p> <ul style="list-style-type: none"> ➤ March 2007 ➤ Harrow PCT finances ➤ Quarterly updates and financial recovery plan 	<p>Scrutiny response to Annual Health Check submissions by NHS trusts</p> <ul style="list-style-type: none"> ➤ March 2008 ➤ <i>transferred to the Standing Review of NHS Finances</i> 	<p>Scrutiny response to Annual Health Check submissions by NHS trusts</p> <ul style="list-style-type: none"> ➤ March 2009 ➤ <i>transferred to the Standing Review of NHS Finances</i> 	<p>Scrutiny response to Annual Health Check submissions by NHS trusts</p> <ul style="list-style-type: none"> ➤ March 2010
<p>PAN-BOROUGH WORK</p>	<p>North West London Hospitals Trust – financial recovery plan</p> <ul style="list-style-type: none"> ➤ Report ➤ Consultation on reconfiguration of healthcare services in Harrow and Brent ➤ Report in October 2006 ➤ Joint Committee possibly in early 2007 (maybe broader than previous JOSOC with Brent and Ealing, depending on patient flow for trust sites) 	<p>➤ <i>transferred to the Standing Review of NHS Finances</i></p> <p>Follow up on outcomes of consultation and implementation</p>	<p>➤ <i>transferred to the Standing Review of NHS Finances</i></p>	

			<p>Consultation on burns and plastics provision at Mount Vernon Hospital</p> <ul style="list-style-type: none"> ➤ Liaison with Hillingdon scrutiny in July 2006 ➤ Response to Trust 	
<u>FLEXIBLE - TO BE CONSIDERED FOR PROGRAMME IF TIME ALLOWS</u>				
	<p>Integration of council/PCT provision</p> <ul style="list-style-type: none"> ➤ Programme – link to work of standing review on NHS finances 	<p>Integration of council/PCT provision</p> <ul style="list-style-type: none"> ➤ Programme – link to work of standing review on NHS finances 	<p>Integration of council/PCT provision</p> <ul style="list-style-type: none"> ➤ Programme – link to work of standing review on NHS finances 	<p>Integration of council/PCT provision</p> <ul style="list-style-type: none"> ➤ Programme – link to work of standing review on NHS finances
			<p>Planning for a flu pandemic</p> <ul style="list-style-type: none"> ➤ Challenge panel in Winter 2006/early2007 	
			<p>Royal National Orthopaedic Hospital developments</p> <ul style="list-style-type: none"> ➤ Report 	
			<p>Review of catering services</p> <ul style="list-style-type: none"> ➤ Report 	
			<p>ACL provision for people with learning disability</p> <ul style="list-style-type: none"> ➤ In-depth review – as this is a cross cutting topic, it may be considered elsewhere 	
			<p>Eye care for older people</p> <ul style="list-style-type: none"> ➤ Report plus further work 	

Appendix Five: Agreed Topics for the Children & Young People Scrutiny Sub-Committee Work Programme 2006–10

THEME	YEAR ONE (2006/07)	YEAR TWO (2007/08)	YEAR THREE (2008/09)	YEAR FOUR (2009/10)
AGREED FOR INCLUSION IN PROGRAMME				
EVERY CHILD MATTERS	ECM outcome - achieve economic well-being ➤ Report in April 2007	ECM outcome – enjoy and achieve ➤ Report ECM outcome – make a positive contribution ➤ Report	ECM outcome – be healthy ➤ Report ECM outcome – stay safe ➤ Report	NSF on children's health and maternity ➤ Report
ISSUES FOR CHILDREN'S SERVICES	Children and Young People Plan ➤ Update report in February 2007 Special Educational Needs ➤ Update in June 2006 Healthy Lifestyles - Review of catering services (including reference to provision of drinking water in schools) ➤ Report in October 2006			
	Development of a Children's Trust ➤ Report in 2007	Development of a Children's Trust		
	Looked after children ➤ Light touch review, reporting back in October 2006	Looked After Children ➤ Follow up of implementation of recommendations		
	Sixth form collegiate	Sixth form collegiate	Sixth form collegiate	Sixth form collegiate

THEME	YEAR ONE (2006/07)	YEAR TWO (2007/08)	YEAR THREE (2008/09)	YEAR FOUR (2009/10)
	<ul style="list-style-type: none"> ➤ Report in June 2006 	<ul style="list-style-type: none"> ➤ Report 14 – 19 strategy ➤ ½ day challenge panel 	<ul style="list-style-type: none"> ➤ In depth review 	
	<ul style="list-style-type: none"> Parent partnership services ➤ Report in February 2007 			
ASSESSING PERFORMANCE	<ul style="list-style-type: none"> Joint Area Review self assessment ➤ ½ day challenge panel – conducted by Overview and Scrutiny Committee in September 2006, as part of Corporate Assessment/JAR self assessment 			
	<ul style="list-style-type: none"> Joint Area Review outcomes and action plan ➤ Report in February 2007 	<ul style="list-style-type: none"> Post Joint Area Review programme ➤ Report 		
	<ul style="list-style-type: none"> Key Performance Indicators ➤ Report in December 2006 - (un)verified, for use in preparation for Question and Answer session with portfolio holder(s) 	<ul style="list-style-type: none"> Key Performance Indicators (Un)verified – for use in preparation for Question and Answer session with portfolio holder(s) 	<ul style="list-style-type: none"> Key Performance Indicators (Un)verified – for use in preparation for Question and Answer session with portfolio holder(s) 	<ul style="list-style-type: none"> Key Performance Indicators (Un)verified – for use in preparation for Question and Answer session with portfolio holder(s)
		<ul style="list-style-type: none"> Annual Performance Assessment ➤ ½ day challenge panel 	<ul style="list-style-type: none"> Annual Performance Assessment ➤ ½ day challenge panel 	<ul style="list-style-type: none"> Annual Performance Assessment ➤ ½ day challenge panel
ACHIEVEMENT AND ATTAINMENT	<ul style="list-style-type: none"> Achievement and attainment – including 	<ul style="list-style-type: none"> Achievement and attainment – including 	<ul style="list-style-type: none"> Achievement and attainment – including 	<ul style="list-style-type: none"> Achievement and attainment –

THEME	YEAR ONE (2006/07)	YEAR TWO (2007/08)	YEAR THREE (2008/09)	YEAR FOUR (2009/10)
	performance information for schools ➤ Report in February 2007	performance information for schools ➤ Report in February 2008	performance information for schools ➤ Report in February 2009	including performance information for schools ➤ Report in February 2010
COMMUNITY ISSUES	School nursing ➤ Challenge Panel in Autumn 2006 Extended schools ➤ Update report in October 2006	Extended schools ➤ Update report in September/ October 2007 ➤ Possible crossover opportunity with Overview & Scrutiny Committee work on New Harrow Project		
	Community strategy ➤ Consultation on refreshed strategy in October 2006 Obesity ➤ In depth review, joint work with Adult Health and Social Care Committee in 2007			
SCHOOLS		Future of schools – demography ➤ In depth review School Music Service ➤ Review of impact of reduced budgets on music provision	Schools' organisation ➤ In depth review – linked to demography review	

THEME	YEAR ONE (2006/07)	YEAR TWO (2007/08)	YEAR THREE (2008/09)	YEAR FOUR (2009/10)
HOLDING DECISION MAKER(S) TO ACCOUNT	Question and Answer session with portfolio holder(s) ➤ Special meeting in January 2007	Question and Answer session with portfolio holder(s)	Question and Answer session with portfolio holder(s)	Question and Answer session with portfolio holder(s)
FLEXIBLE - TO BE CONSIDERED FOR PROGRAMME IF TIME ALLOWS				
INDIVIDUAL TOPICS	Young people's sexual health ➤ In depth review Children and Young People's plan ➤ 1/2 day challenge panel or report Children's health specific ➤ 1/2 day challenge panel	School exclusions ➤ Report Youth engagement In depth review, using policing and youth as a case study Early years and childcare ➤ In depth review		

APPENDIX 3SCRUTINY SUB COMMITTEES

(Membership in order of political group nominations)

ConservativeLabour**(1) SAFER & STRONGER COMMUNITIES (7)**

(Formerly Strengthening Communities Sub-Committee)

(4)**(3)**I.
Members**Robert Benson
G Chowdhury
Vina Mithani
Anthony Seymour (CH)****Mano Dharmarajah
Mrs Sasi Suresh
Keeki Thammaiah (VC) ***II.
Reserve
Members1. Salim Miah
2. Mrs Lurline Champagnie
3. Narinder Singh Mudhar
4. Ashok Kulkarni1. Dhirajlal Lavingia
2. B E Gate
3. Navin Shah**(2) ADULT HEALTH AND SOCIAL CARE (7)**

(Formerly Health and Social Care Sub-Committee)

(4)**(3)**I.
Members**Mrs Lurline Champagnie
Julia Merison
Mrs Myra Michael (CH)
Joyce Nickolay****Margaret Davine
David Gawn
Mrs Rekha Shah (VC) ***II.
Reserve
Members1. Robert Benson
2. Ashok Kulkarni
3. Dinesh Solanki
4. Salim Miah1. Mitzi Green
2. Keith Ferry
3. Keeki Thammaiah

(3) CHILDREN AND YOUNG PEOPLE (11)
(Formerly Lifelong Learning Sub-Committee)

(8)

(3)

I.
Members

G Chowdhury
Jean Lammiman
Julia Merison
Narinder Singh Mudhar
Dinesh Solanki
Yogesh Teli
Mark Versallion (CH)
Jeremy Zeid

B E Gate (VC) *
Mitzi Green
David Perry

II.
Reserve
Members

1. Mrs Lurline Champagnie
2. Salim Miah
3. Mrs Myra Michael
4. Anthony Seymour
5. Joyce Nickolay
6. Vina Mithani
7. Janet Cowan
8. Richard Romain

1. Ms Nana Asante
2. Bill Stephenson
3. Mrs Sasi Suresh

Voting Co-opted Members:

- (1) Two representatives of Voluntary Aided Sector
- Mrs J Rammelt/Reverend P Reece
(2) Two representatives of Parent Governors
- Mrs D. Speel (Primary)/Mr R. Chauhan (Secondary)

(4) SUSTAINABLE DEVELOPMENT AND ENTERPRISE (7)
(Formerly Environment and the Economy Sub-Committee)

(4)

(3)

I.
Members

Ashok Kulkarni
Vina Mithani
Narinder Singh Mudhar
Richard Romain (CH)

Ms Nana Asante
Graham Henson
Jerry Miles (VC) *

II.
Reserve
Members

1. Dinesh Solanki
2. Yogesh Teli
3. Joyce Nickolay
4. Jeremy Zeid

1. Mano Dharmarajah
2. Phillip O'Dell
3. Dhirajlal Lavingia

(5) CALL-IN SUB-COMMITTEE (5)**(3)****(2)****I.
Members**

**Jean Lammiman
Anthony Seymour (CH)
Mark Versallion**

**B E Gate
Mitzi Green ***

**II.
Reserve
Members**

- | | | |
|--------|---|---|
| †
† | 1. Jeremy Zeid
2. Richard Romain
3. Mrs Lurline Champagnie
4. Dinesh Solanki
5. Julia Merison | 1. Jerry Miles
2. Graham Henson
3. Keeki Thammaiah
† 4. Mrinal Choudhury |
|--------|---|---|

† **[Note:** The appointed number of Reserves for each Group is in excess of the Committee Procedure Rule 3.2 provision, by virtue of Resolution 17: Overview and Scrutiny Committee (18.7.06).]

(6) CALL-IN SUB-COMMITTEE (Education)**To nominate 7 Conservative Members and 9 Reserve Members****(7)****(2)****I.
Members**

**Jean Lammiman
Anthony Seymour (CH)
Mark Versallion
Jeremy Zeid
Richard Romain
Mrs Lurline Champagnie
Dinesh Solanki**

**B E Gate
Mitzi Green ***

**II.
Reserve
Members**

- | | |
|--|---|
| 1. Julia Merison
2. G Chowdhury
3. Narinder Singh Mudhar
4. Vina Mithani
5. Joyce Nickolay
6. Salim Miah
7. Yogesh Teli
8. Ashok Kulkarni
9. Janet Cowan | 1. Jerry Miles
2. Graham Henson
3. Keeki Thammaiah
4. Mrinal Choudhury |
|--|---|

Voting Co-opted Members:

- (1) Two representatives of Voluntary Aided Sector
 - Mrs J Rammelt/Reverend P Reece
- (2) Two representatives of Parent Governors
 - Mrs D. Speel (Primary)/Mr R. Chauhan (Secondary)

† **[Note:** The appointed number of Reserves for each Group is in excess of the Committee Procedure Rule 3.2 provision, by virtue of Resolution 17: Overview and Scrutiny Committee (18.7.06).]

CH

= Chair

* = Denotes Group Members for consultation on Administrative Matters