

Meeting: Overview and Scrutiny Committee
Date: 10th October 2006
Subject: Scrutiny Work Programme
Responsible Officer: Director People, Performance and Policy
Contact Officer: Lynne McAdam
Portfolio Holder: Business Development
Key Decision: No
Status: Public

Section 1: Summary

This report outlines the proposed scrutiny work programme for 2006 – 10.

Decision Required

Members are asked to:

- Consider the proposed work programme for the Overview and Scrutiny committee, attached as Appendix One and agree those items they wish to pursue and the methodology they wish to use
- Note the work programmes for the Safer and Stronger Communities and Sustainable Development and Enterprise sub committees attached as Appendices Two and Three respectively
- Note the full list of agenda items for the scrutiny committees attached as Appendix Four and refer it to Full Council for information
- Request that the work programmes for the Children and Young People and Adult Health and Social Care sub committees are presented to the meeting in November
- Identify chairmen for the budget and Investor in People challenge panels and for the procurement review programme
- Set up the working group to consider the cultural services inspection improvement plan

Reason for report

It is a constitutional requirement that the work programme for the Overview and Scrutiny committee is agreed by the committee. It is also a constitutional requirement that the scrutiny sub committees' work programmes are considered by the Overview and Scrutiny sub committee

Benefits

The committee has the opportunity to contribute to the improvement of services for local people and the work of the council in a number of ways. By carefully structuring the work programme, the committee has the opportunity to:

- Gain maximum benefit out of the value they can add.
- Target the areas of the most strategic importance.
- Consider its work levels and any resource implications that may be presented.

Cost of Proposals

The cost of delivering the scrutiny work programme will be met from within existing resources. There are no additional costs associated with the recommendations in this report.

Risks

Failing to consider the work programme in detail may mean opportunities for scrutiny to contribute to the improvement of services for local people and the work of the council may be diminished.

Implications if recommendations rejected

The Overview and Scrutiny committee is required to agree a work programme each year. Each sub committee contributes to this process by determining its own work programme and feeding this into the Overview and Scrutiny Committee. Failure to agree its work programme would mean this committee would not be able to meet its constitutional responsibilities

Section 2: Report

Brief History

The July meeting of the Overview and Scrutiny committee received a report outlining initial proposals regarding the scrutiny work programme for 2006 – 2010. This meeting was the first following the elections in May and given there had only been limited consultation on the proposals, it was recommended that the work programme be considered during the summer recess period and a final report brought to this October meeting.

In September 2005, the Overview and Scrutiny committee agreed the 'Principles and Protocols of Scrutiny'. This document outlines the process by which the work programme will be developed. In particular, the document states that items included in the committees' work programme should:

- Be identified as a particular concern to residents (residents surveys/consultation exercises) and not necessarily solely within the remit of the council
- Focus on areas of poor performance (for example as highlighted by Best Value Performance Indicators (BVPIs))
- Focus on areas of apparent high cost and poor performance
- Focus on the delivery of improved outcomes for local people not simply the internal structures or functions of local organisations
- Assist the council to achieve its corporate priorities
- Be identified by either senior officers or cabinet as a problematic area where the resources of overview and scrutiny would help identify service solutions
- Focus on the source of a high level of complaints
- Focus on an area in which the council wishes to develop policy
- Focus on an area in which government legislation is being developed and which would benefit from early consideration by overview and scrutiny committee/sub committees
- Be informed by the programme of inspection work to be undertaken by external inspectors in order to support rather than duplicate investigation (if appropriately programmed scrutiny could assist in identifying problematic areas, identifying solutions and thus contributing towards improved inspection score)
- Be informed by services own service improvement programme, adding value to this process by offering support to service investigations rather than duplicating.

Members are asked to bear these principles in mind when agreeing the work programme.

The projects included as Appendix One were identified through:

- Executive directorate service plans
- Meetings with the relevant directors/managers to discuss key issues in their areas
- Issues arising from performance monitoring – services requiring attention (poor performance) (council and partner)
- Joint priorities for the council and partners arising from the Local Area Agreement (LAA)
- Central government policy direction and areas identified by inspectorates.

This report also includes the agreed work programmes for the scrutiny sub committees for consideration by the committee

The report to the July committee included detail as to why the particular projects have been included in the work programme. This information is reproduced below.

- **Corporate Assessment Challenge Panel** – the council is due to undergo its corporate assessment in November 2006. At its July meeting the Overview and Scrutiny committee agreed to undertake this piece of work. The report from the panel is included on the agenda of this evening's meeting.
- **Budget Challenge Panel** – the Overview and Scrutiny committee has responsibility to scrutinise the council's budget and budget setting process. It has been suggested that scrutiny of the budget would be more effectively delivered outside of the formal committee structure. It is therefore proposed that a ½ day session to which all appropriate officers, the Director of Finance and Business Services, the Leader and Deputy Leader are invited to discuss the budget is held. It is proposed that this process be undertaken on an annual basis. The scope for this project is included elsewhere on the agenda for this evening's meeting. Members are asked to identify a chairman for this project.
- **Investors in People Challenge Panel** – At its meeting in July, the Overview and Scrutiny committee agreed to hold a challenge panel to support the delivery of corporate Investor in People accreditation. The scope for this project is included elsewhere on the agenda for this evening's meeting. Members are asked to identify a chairman for this project.
- **NHS Financial Situation** – the financial crisis faced by the local health service trusts is serious and is having considerable impact upon services across the council. In order to investigate the performance of local trusts, to monitor the delivery of the respective recovery plans and to identify the impact that this crisis has on residents in general, the Standing Scrutiny Review of NHS Finances (O&S) has been established. The scope for the work of this review is included in the scoping report also on the agenda of this evening's committee.
- **Procurement Programme**– there are a number of components to this programme of work, which could include the effectiveness of procurement arrangements as they currently exist, the management and monitoring of procurement arrangements and the exploitation of growing opportunities for extending procurement arrangements across partnerships. Members are asked to identify a chairman for this programme of work.

- **Culture Programme** –The July meeting of the Overview and Scrutiny committee agreed to consider the detail of the cultural services inspection improvement plan to identify a programme of work. It was agreed that a planning meeting would be held in order to support this proposal. Members are asked to identify membership for this project.
- **Community Strategy** – A report introducing the council's refreshed community strategy is on the agenda for this evening's meeting.
- **MORI Quality of Life Survey** – the council is currently undertaking a survey of residents satisfaction with services, the area and quality of life in general. This is an important piece of research which should be used to help shape the longer term work programme of the committee and the sub committees
- **Local Area Agreement refresh** – the council will need to consider refreshing the Local Area Agreement targets. Scrutiny might like to hold a specific challenge panel to consider this in the light of progress made so far and the findings of the MORI survey and the refreshed community strategy
- **Community Engagement strategy** – councillors may wish to revisit the implementation of the council's recently agreed community engagement strategy through a report to committee
- **Power enquiry** – members might like to consider the final report and response to the council's 'Open Budget' process, which took place in 2005. It is suggested that this takes the form of a report to committee
- **HR Programme** – a number of pieces of work have been suggested during discussions with officers, which should contribute to the effective development of staff and staff processes and may also address some of the issues raised in the 2006 staff survey.
- **Olympic programme** – this is an item that has been carried over from the previous committee's work programme. Members have agreed a programme of work to ensure that the benefits that can accrue to the local community from the London Olympics and Paralympics are maximised and the negative impacts are minimised.
- **Audit and Risk** – this is a regular item on the committee's agenda. It is suggested that a focussed challenge panel will deliver a more effective analysis of the council's performance in this important area. It is suggested that this is held on an annual basis.

- **Community Calls to Action** – Both the ‘Our Health, Our Care’ White Paper and the Police and Justice Bill have proposed the introduction of ‘community calls to action’ and an enhanced role for scrutiny. As these proposals are clarified, particularly in the light of the anticipated Local Government White Paper, a report on the implications for the organisation of the scrutiny committees and potential impact on the work programme will be presented to councillors.
- **Ombudsman’s Annual Report** – each year the Local Government Ombudsman produces a report on the number of complaints received and investigated and the findings with regard to these complaints. It is important that the committee is made aware of trends with regard to the level and outcome of Ombudsman’s investigations in order that any potential more systemic issues are identified at an early stage.
- **Services for People with Special Educational Needs** – the review of adult and community learning which was undertaken by the Lifelong Learning sub committee last year identified concerns with regard to how adults with special educational needs access services. A number of issues around strategic thinking and priority setting have also been raised. This project would probably need to be undertaken via in depth review and would not be able to start before the next municipal year and then subject to prioritisation alongside other items included in the work programme for 2007/09
- **New Harrow Project** – the Overview and Scrutiny committee has for some time proposed to undertake a review of the value for money of the New Harrow Project and the phase 2 review of MMR recommended also recommended that this review be undertaken in order to investigate the cost effectiveness of the MMR process. The proposal has been included in year two of the programme as there are no resources within the team to carry this piece of work out at present.

At each of their meetings in July, the scrutiny committees agreed to undertake projects over the summer period using more streamlined methodologies. Final decisions on their work programmes have been made by the Safer and Stronger Communities and Sustainable Development and Enterprise sub committees. These are attached as Appendices Two and Three respectively. Children and Young People and Adult Health and Social Care sub committees will submit their finally agreed work programme to the Overview and Scrutiny committee meeting in November.

A report on the deliberations of the corporate assessment challenge panel, commissioned by Overview and Scrutiny committee is included on this meeting's agenda. In order to assess the efficacy of the new methodologies, all scrutiny councillors will be invited to participate in an evaluation seminar which will take place in November 2006. The findings of this seminar and the results of consultation with officers who have participated in these processes will be presented to Overview and Scrutiny committee in January 2007.

The report also includes, as Appendix Four, the complete list of agenda items for all committees for 2006 –07.

Options considered

Options for inclusion in the work programme are included in the appropriate appendices.

Consultation

Consultation on the development of the work programme was undertaken with:

- Relevant Executive Directors and Directors;
- The community via Harrow's website;
- All Members of council;
- Key partners – Harrow PCT, Metropolitan Police Service

Financial Implications

The scrutiny budget for 2006/07 is £340,400 which is made up of £282,090 for salaries and £58,310 for projects and other expenditure. These projects will be delivered within this provision.

Legal Implications

There are none specific to this report

Equalities Impact

Scrutiny reviews make a significant contribution to the improvement of services for Harrow's multicultural community. When considering any item on the work programme across the year, the committee specifically takes into consideration how to engage with and meet the diverse needs of residents.

Section 17 Crime and Disorder Act 1998 Considerations

Individual scrutiny reviews may impact on crime and disorder and details are given in the Appendices.

Section 3: Supporting Information/ Background Documents

- Appendix One: Suggested topics for the Overview and Scrutiny committee work programme 2006 – 2010
- Appendix Two: Agreed topics for the Safer and Stronger Communities scrutiny sub committee work programme 2006 – 2010
- Appendix Three: Agreed topics for the Sustainable Development and Enterprise scrutiny sub committee work programme 2006 – 2010
- Appendix Four: Complete list of agenda items for all committees for 2006 – 07

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

Year One	Year Two	Year Three	Year Four
Budget <i>½ day challenge panel</i>	Budget <i>½ day challenge panel</i>	Budget <i>½ day challenge panel</i>	Budget <i>½ day challenge panel</i>
Impact of NHS financial situation <i>Working party</i>	Impact of NHS financial situation <i>Working party</i>		
Procurement programme <ul style="list-style-type: none"> • Management/ monitoring <i>IDR</i> • Delivering savings <i>IDR</i> • Procurement partnerships <i>IDR</i> 	Procurement programme <ul style="list-style-type: none"> • Management/ monitoring <i>IDR</i> • Delivering savings <i>IDR</i> • Procurement partnerships <i>IDR</i> 	Procurement programme <ul style="list-style-type: none"> • Management/ monitoring <i>IDR</i> • Delivering savings <i>IDR</i> • Procurement partnerships <i>IDR</i> 	Procurement <ul style="list-style-type: none"> • Management/ monitoring <i>IDR</i> • Delivering savings <i>IDR</i> • Procurement partnerships <i>IDR</i>
Community Engagement strategy <i>Report</i>	NHP Value for Money <i>LTR</i>		
Community strategy <i>Report</i>	Services for People with Special Educational Needs <i>IDR</i>		
Corporate assessment <i>½ day challenge panel</i>			
Power enquiry <i>Report</i>			
HR Programme <ul style="list-style-type: none"> • Motivating and rewarding staff - <i>IDR</i> • Harrow council as an employer <i>IDR</i> • Internal communications <i>LTR</i> • Recruiting BME staff <i>IDR</i> • Revised strategy for people – <i>½ day challenge</i> 			

<ul style="list-style-type: none"> Management development post MMR – LTR 			
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 <ul style="list-style-type: none"> Cultural strategy ½ day challenge panel Arts culture Harrow LTR 	Culture programme	Culture programme	Culture programme
Investor in People ½ day challenge panel			
Local Area Agreement refresh ½ day challenge panel			

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
Safer communities programme <ul style="list-style-type: none"> Decision making processes (S17 mainstreaming) - challenge 	Safer communities programme <ul style="list-style-type: none"> RFOC – report People (ASB, social cohesion) – IDR Physical (Licensing, enforcement, envirocrime – IDR 	Safer communities programme <ul style="list-style-type: none"> Fear of crime reassessment – report ASB – IDR Enforcement/ Envirocrime - IDR 	Safer communities programme <ul style="list-style-type: none"> Fear of crime reassessment – report ASB – IDR Enforcement/ Envirocrime – IDR
CDRP 6 – monthly assessments Report/challenge	CDRP 6 – monthly assessments Report/challenge	CDRP 6 – monthly assessments Report/challenge	CDRP 6 – monthly assessments Report/challenge
Anti-poverty programme <ul style="list-style-type: none"> Financial inclusion (links to voluntary sector programme – capacity building) Fuel poverty IDR			
Strategic Objectives for community cohesion Report			
	Voluntary Sector Programme <ul style="list-style-type: none"> Developing a strategic relationship with the sector Future role/purpose of 	Voluntary Sector Programme <ul style="list-style-type: none"> Developing a strategic relationship with the sector Future role/purpose of 	

	grant funding <ul style="list-style-type: none"> • Arts culture Harrow • Increasing the voluntary sector's capacity 	grant funding <ul style="list-style-type: none"> • Arts culture Harrow • Increasing the voluntary sector's capacity 	
	Public Realm infrastructure Liveability and public spaces IDR		
	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: Complete draft list of agenda items for all committees for 2006 –07

DRAFT LIST OF AGENDA ITEMS FOR 2006/07

OVERVIEW AND SCRUTINY COMMITTEE

Meeting	Item
10 October 2006	
	<ul style="list-style-type: none"> • Business Transformation Partnership/IT Update
	<ul style="list-style-type: none"> • Health and Safety Executive Inspection Update
	<ul style="list-style-type: none"> • Business Continuity Planning – Update
	<ul style="list-style-type: none"> • Community Strategy – Refresh
	<ul style="list-style-type: none"> • Efficiency Projects
	<ul style="list-style-type: none"> • Corporate Assessment Challenge Panel Report
	<ul style="list-style-type: none"> • Scopes - IIP Scope/ Budget Scope/ St Scrutiny Review of NHS finances (O&S)
	<ul style="list-style-type: none"> • Scrutiny Project Plan/Work Programme
	<ul style="list-style-type: none"> • Corporate Governance
	<ul style="list-style-type: none"> • Procurement
	<ul style="list-style-type: none"> • Scrutiny Discussion Forum
	<ul style="list-style-type: none"> • MMR Update for October
	<ul style="list-style-type: none"> • Financial Position
14 Nov 2006 (Special)	
	<ul style="list-style-type: none"> • Question and Answer Session with the Leader and the Acting Chief Executive (Budget)/Deputy Leader
	<ul style="list-style-type: none"> • Open Budget Process
	<ul style="list-style-type: none"> • Budget Challenge Panel
21 Nov 2006	
	<ul style="list-style-type: none"> • Q&A Session on - <ul style="list-style-type: none"> - Delivering the Corporate Strategy - Budget/Financial issues - Access Harrow - Acting Chief Executive's priorities.
	<ul style="list-style-type: none"> • One Stop Shop – Update/ Business Transformation Partnership/IT Update
	<ul style="list-style-type: none"> • Cultural Services Programme
	<ul style="list-style-type: none"> • MORI
	<ul style="list-style-type: none"> • Local Area Agreement (LAA) – Current Performance
	<ul style="list-style-type: none"> • Procurement - Scope
	<ul style="list-style-type: none"> • Communications Strategy for Scrutiny
	<ul style="list-style-type: none"> • Olympics 2012

Meeting	Item
	<ul style="list-style-type: none"> • Teachers' Centre report
	<ul style="list-style-type: none"> • Improvement Approaches in Local Government (including update on Peer Review)
29 Jan 2007 (Theme - Human Resources)	
	<ul style="list-style-type: none"> • Invite HR Portfolio Holder
	<ul style="list-style-type: none"> • Strategy for People (Q&A)
	<ul style="list-style-type: none"> • Level 4 Equality Standards + comparison with other boroughs
	<ul style="list-style-type: none"> • IIP
	<ul style="list-style-type: none"> • MORI
	<ul style="list-style-type: none"> • Local Area Agreement (LAA) - Current Performance
	<ul style="list-style-type: none"> • Review of New Way of Working
	<ul style="list-style-type: none"> • Results of the Budget Challenge Panel
	<ul style="list-style-type: none"> • NHS Finance Review
	<ul style="list-style-type: none"> • Business Transformation Partnership/IT Update
	<ul style="list-style-type: none"> • Corporate Governance
	<ul style="list-style-type: none"> • Future of Inspection
27 March 2007	
	<ul style="list-style-type: none"> • Business Transformation Partnership/IT Update
	<ul style="list-style-type: none"> • Corporate Assessment Result
	<ul style="list-style-type: none"> • Community Engagement Strategy
	<ul style="list-style-type: none"> • Hear Say Review
24 April 2007	
	<ul style="list-style-type: none"> • Business Transformation Partnership/IT Update
	<ul style="list-style-type: none"> • Annual Report of the Overview and Scrutiny Committee
	<ul style="list-style-type: none"> • Scrutiny Report Format
	<ul style="list-style-type: none"> • IPAD
	<ul style="list-style-type: none"> • Update on Corporate Governance
	<ul style="list-style-type: none"> • Best Value Performance Plan
	<ul style="list-style-type: none"> • Corporate Plan
	<ul style="list-style-type: none"> • Review of Reconfiguration of Scrutiny Committees

NB: Regular reports at each meeting

- Strategic Performance Report
- Progress Reports on Reviews - Members' Verbal Updates
- Current Scrutiny Work Programme *Info Circ*

6 Monthly Reports

- Update on Corporate Governance

Also need to programme in:-

- Six-monthly/annual attendance by the Leader and the Chief Executive and the Business Development PH (re: Performance)
- Outcome of Executive consideration of completed reviews
- Reports on issues arising related to risk
- Reporting of External Assessments once they have been considered by Cabinet
- Reporting of Improvement Plans arising from Best Value reviews once they have been approved by Cabinet

DRAFT LIST OF AGENDA ITEMS FOR 2006/07

SUSTAINABLE DEVELOPMENT AND ENTERPRISE SCRUTINY SUB-COMMITTEE

Meeting	Item
September 25	
	Report of Light Touch Review of Residents' Information Pack
	Report of Challenge Panel Investigation of Drought Planning Work Programme
	Demography Review Programme – Information on Scoping
	Borough-Wide Economic Development – Planning
	Tourism – Planning
	Strategic Performance Report (info circ)
November 28	
	Demography Review Programme – Scope
	Report of Challenge Panel Investigation of Borough-Wide Economic Development
	Report of Challenge Panel Investigation of Tourism Review
	Parking and Planning Issues Single report to consider various parking issues and other matters related to the Local Development Framework. Portfolio Holder to attend.
	Community Strategy
	Update on Local Area Agreement
	Feedback on Comprehensive Performance Assessment (verbal)
March 8	
	Demography Review – Update
	Housing Programme – Information on Scoping
	West London Alliance – Scope
	Energy Use – Scope
	Confirmation of 2007/08 work programme
	Water management review update
June (date tbc)	
	Demography Review – Report on First Topic and Scope on Second Topic
	Housing Programme – Scope
	ACL / West London Alliance – Update
	Energy Use – Update

Meeting	Item
	Annual Update – 2005/06 Review of Adult and Community Learning
	Attendance of Portfolio Holder
	Town Centre Redevelopment – Update
	Update on Local Area Agreement
September (date tbc)	
	Demography Review – Update on Second Topic
	West London Alliance – Update
	Energy Use – Report

NB: Regular reports at each meeting

- Reporting of relevant extracts from the Strategic Performance Report (Min 216 of O&S on 19/10/04 refers).
- Progress Reports on Reviews
- Quarterly Monitoring of NHP Public Realm Maintenance Implementation (to include Community Safety LPSA targets) *Info Circ*
- Work Programme for the Sustainable Development and Enterprise Scrutiny Sub-Committee 2006/07 *Info Circ*

6 Monthly Reports

- Update on Corporate Governance

Also need to programme in:-

- Annual/six-monthly attendance by the Urban Living - Public Realm/Property, Housing Planning (Development) & Planning (Strategic) Portfolio Holders
- Outcome of Executive consideration of completed reviews
- Monitoring of recommendations arising from completed reviews
- Reporting of External Assessments once they have been considered by Cabinet
- Reporting of Improvement Plans arising from Best Value reviews once they have been approved by Cabinet

ADULT HEALTH & SOCIAL CARE SCRUTINY SUB-COMMITTEE

Meeting	Item
21 June 2006	
	<ul style="list-style-type: none"> • Policy Context for Adult Health and Social Care Scrutiny Sub-Committee
	<ul style="list-style-type: none"> • Work Programme for 2006/07
	<ul style="list-style-type: none"> • Local Area Agreement
	<ul style="list-style-type: none"> • Harrow PCT - Update on the Financial Position
	<ul style="list-style-type: none"> • Planning for a Flu Pandemic - Report from Harrow PCT - Pandemic Flu Arrangements
	<ul style="list-style-type: none"> • Harrow Primary Care Trust Community Facilities Review (Update)
	<ul style="list-style-type: none"> • Burns and Plastics at Mount Vernon Hospital
	<ul style="list-style-type: none"> • Wheelchair Services – Harrow PCT
	<ul style="list-style-type: none"> • Northwick Park Hospital – Update on Maternity Services Action Plan
	<ul style="list-style-type: none"> • Joint Overview and Scrutiny Committee for Northwick Park Hospital redevelopment
13 Sept 2006	
	<ul style="list-style-type: none"> • Department of Health White Paper – ‘Our Health, Our Care, Our Say’
	<ul style="list-style-type: none"> • Harrow Primary Care Trust – Update on Financial Position, including Recovery Plan
	<ul style="list-style-type: none"> • North West London Hospitals Trust – update on financial position including financial recovery plan
	<ul style="list-style-type: none"> • Northwick Park Hospital – Maternity Issues and General Developments
	<ul style="list-style-type: none"> • Harrow PCT Community Facilities Consultation: Update and Outcomes
	<ul style="list-style-type: none"> • Outcomes from the PCT Review of Sexual Health
	<ul style="list-style-type: none"> • Letter of response from the Sub-Committee to the PCT regarding consultation on transferral of clinic services <i>INFO CIRC</i>
	<ul style="list-style-type: none"> • Burns and plastics at Mount Vernon Hospital <i>INFO CIRC</i>
	<ul style="list-style-type: none"> • Community Plan for Harrow 2006-2020 (formerly Community Strategy Refresh)
	<ul style="list-style-type: none"> • Central and North West London NHS Mental Health Trust – Application to become an NHS Foundatin Trust

Meeting	Item
31 Oct 2006	
	<ul style="list-style-type: none"> • Strategic Performance Report (2006/07 quarter 1) <i>INFO CIRC</i>
	<ul style="list-style-type: none"> • Outcomes from the North West London Strategic Health Authority Review of Healthcare in North West London (<i>Our Healthy Future</i>)
	<ul style="list-style-type: none"> • Draft scope for a review on domiciliary care
	<ul style="list-style-type: none"> • Obesity strategy for Harrow
	<ul style="list-style-type: none"> • Community Strategy - Refresh
	NB Consultation on strategic options for North West London Hospitals Trust → Scrutiny working group on NHS finances, but any plans for consultation pre-Nov should come to AHSC Committee
12 Dec 2006	
	<ul style="list-style-type: none"> • CSCI Annual Review Monitoring Letter & Star Rating and Published Tables of the Personal Social Services Performance Assessment Framework (PAF) Indicators
	<ul style="list-style-type: none"> • Annual Report on Social Services Complaints
	<ul style="list-style-type: none"> • Annual Report of Director of Infection Prevention and Control for NWL Hospitals
	<ul style="list-style-type: none"> • Draft scope for review on obesity
	<ul style="list-style-type: none"> • Outcomes from the inspection of mental health services
	<ul style="list-style-type: none"> • Preparations for Question and Answer session with Portfolio Holder
	<ul style="list-style-type: none"> • Strategic Performance Report (2006/07 quarter 2) <i>INFO CIRC</i>
	NB Response to NWLHT consultation Scrutiny will be conducted by Scrutiny working group on NHS finances
20 March 2007	
	<ul style="list-style-type: none"> • Annual Report of the Overview and Scrutiny Committee
	<ul style="list-style-type: none"> • Scrutiny response to NHS Trusts' Annual Health Check Submissions
	<ul style="list-style-type: none"> • Report of the review on domiciliary care
	<ul style="list-style-type: none"> • Question and Answer session with portfolio holder(s)

Meeting	Item
	<ul style="list-style-type: none"> • Strategic Performance Report (2006/07 quarter 3) <i>INFO CIRC</i>
18 April 2007	
	<ul style="list-style-type: none"> • Annual Report of the Overview and Scrutiny Committee
	<ul style="list-style-type: none"> • Northwick Park Hospital – update on implementing maternity services action plan and maintaining changes post-action plan
	<ul style="list-style-type: none"> • Draft scrutiny work programme for 2006/07

Also for inclusion in 2006/2007 Work Programme:

- Mount Vernon Hospital Service Plan and other developments
- Cancer Strategy (Strategic Health Authority Review)
- Work Programme – scope, prioritisation and methodology, Min 13(2), 21 June 2006

NB: Regular reports at each meeting

- Reporting of relevant extracts from the Strategic Performance Report (Min 216 of O&S on 19/10/04 refers).
- Progress Reports on Reviews – written update report
- Work Programme for the Adult Health and Social Care Scrutiny Sub-Committee 2006/07 *Info Circ*

Also need to programme in:-

- Annual/six-monthly attendance by the People First/Issues Facing Older People/Issues Facing People with Special Needs Portfolio Holders and any other relevant portfolio holders
- Outcome of Executive consideration of completed reviews
- Monitoring of recommendations arising from completed reviews
- Reporting of External Assessments once they have been considered by Cabinet
- Reporting of Improvement Plans arising from Best Value reviews once they have been approved by Cabinet

Dec 2006 meeting

Annual Report of Director of Infection Prevention and Control for NWL Hospitals
[INCLUDED ABOVE]

DRAFT LIST OF AGENDA ITEMS FOR 2006/07

CHILDREN AND YOUNG PEOPLE SCRUTINY SUB-COMMITTEE

Meeting	Item
27 June 2006	<ul style="list-style-type: none"> • Update on Children Services Issues <ul style="list-style-type: none"> - Children and Young People's Plan - SEN – Summary Report - Healthy Lifestyles - Harrow Sixth Form Collegiate • Work Programme 2006/07
18 Oct 2006	<ul style="list-style-type: none"> • Governors Web Forum • Harrow Teachers' Centre – Update • Sub-Committee Work Programme, 2006/07 <i>Info Circ</i> • Report of the Light Touch review of Looked after Children • Report of the Light Touch Review of School Nursing • Update on Extended Schools • Verbal Feedback on the challenge session looking at the Corporate Assessment and JAR self-assessment (conducted by O&S in Sept) • Review of Catering Services – with special reference to provision of drinking water in schools • Community Strategy - Refresh • Update on Children's Services Issues – Parent Partnership Services – questions from Members • Adoption Inspection – progress report – Action Plan
4 Dec 2006 (Informal – preparation of Q&A Session for 9 Jan meeting)	<p><i>This special has traditionally been a single item meeting to enable consultation on the Council's proposed education budget to take place. However, the Government has decided to provide ring-fenced funding for schools from the Department of Education and Skills (DfES) to local authorities (known as the Dedicated Schools Grant), rather than general local government funding and Council Tax. Local authorities retain responsibility for distributing this funding to schools according to local needs and priorities. In 2005-06 the December special was cancelled and the budget considered as part the People First budget item considered in January as part of the budget and service planning cycle.</i></p>

Meeting	Item
9 Jan 2007 Q&A Session with Portfolio Holder(s)	
	<ul style="list-style-type: none"> • People First Education Budget 2006/07 and Medium Term Budget Strategy
	<ul style="list-style-type: none"> • JAR Outcomes and action plan
	<ul style="list-style-type: none"> • Q&A Session with PHs
	<ul style="list-style-type: none"> • Update on Harrow Sixth Form Collegiate
13 Feb 2007	
	<ul style="list-style-type: none"> • Distribution of SEN statements
	<ul style="list-style-type: none"> • Achievement and attainment including performance information for schools
	<ul style="list-style-type: none"> • Children and Young people Plan - Update
	<ul style="list-style-type: none"> • School Governor Vacancies
	<ul style="list-style-type: none"> • Adult and Community Learning Scrutiny Review update on progress against the action plan
	<ul style="list-style-type: none"> • Annual Report of the Overview and Scrutiny Committee
17 April 2007	
	<ul style="list-style-type: none"> • Every Child Matters – achieve economic well-being
	<ul style="list-style-type: none"> • Annual report of the Overview and Scrutiny Committee
	<ul style="list-style-type: none"> • Draft Scrutiny Work Programme for 2007/08

NB: Regular reports at each meeting

- Performance Reporting (Min 216 of O&S on 19/10/04 refers).
- Progress Reports on Reviews – Members' Verbal Updates
- Work Programme for the Children and Young People Scrutiny Sub-Committee 2006/07 *Info Circ*

NB: Regular report to Jan meetings

- Better Outcomes for Children in Care - to include information on SATs results (Min 240 – 19/10/05 refers)

Also need to programme in:-

- Annual/six-monthly attendance by the People First/Issues facing young people/Issues facing people with special needs/Community Equality Portfolio Holders
- Outcome of Executive consideration of completed reviews
- Monitoring of recommendations arising from completed reviews
- Reporting of External Assessments once they have been considered by Cabinet/Portfolio Holder
- Reporting of Improvement Plans arising from Best Value reviews once they have been approved by Cabinet

October 2006

- Update report on the Harrow Teachers' Centre (Min 243 – 19/10/05 refers)

Six-monthly

- Update on the Harrow Sixth Form Collegiate (Min 11 res 6 – 27 June 2006)
[INCLUDED ABOVE]

Joint meeting of H&SC and LL

1. Preparation for the Joint Area Review (Min 23, Joint meeting held on 18 Jan 2006 refers) – Joint Committees to consider the inspection report as part of the Work Programme, following approval at Cabinet.
2. Update on the Development of People First (Min 25, Joint meeting held on 18 Jan 2006 refers) – to inform the Sub-Committees of the structure once approved by Cabinet. **(ACTIONED)**
3. Adoption Inspection, September 2005 (Min 26, Joint meeting held on 18 Jan 2006 refers) – the action plan to be considered at the next meeting of the Joint Committee.

DRAFT LIST OF AGENDA ITEMS FOR 2006/07

SAFER AND STRONGER COMMUNITIES SCRUTINY SUB-COMMITTEE

Meeting	Item
5 July 2006	
	<ul style="list-style-type: none"> • Crime & Disorder Act Review Recommendations – Implications for Scrutiny
	<ul style="list-style-type: none"> • Scrutiny Work Programme 06/07
	<ul style="list-style-type: none"> • Partnership Working in Harrow and the HSP
	<ul style="list-style-type: none"> • Scrutiny Policy Briefings
	<ul style="list-style-type: none"> • Removal of Public Call Boxes
	<ul style="list-style-type: none"> • Urban Living Briefing
	<ul style="list-style-type: none"> • Reducing Fear of Crime – Update on progress against the recommendations
28 Sept 2006	
	<ul style="list-style-type: none"> • Q&A with portfolio holder for Urban Living - Public Realm
	<ul style="list-style-type: none"> • Section 17 of the Crime & Disorder Act 1998 – challenge panel report
	<ul style="list-style-type: none"> • Community plan refresh
	<ul style="list-style-type: none"> • Scrutiny work programme
23 Jan 2007	
	<ul style="list-style-type: none"> • Alcohol Misuse Strategy
	<ul style="list-style-type: none"> • Attendance by Borough Commander, Harrow Police
	<ul style="list-style-type: none"> • Local Area Agreement refresh and outcomes from the MORI survey
	<ul style="list-style-type: none"> • Reducing fear of crime scrutiny review – Update on progress against the recommendations
	<ul style="list-style-type: none"> • Crime & Disorder Act Review Recommendations
Meeting	
5 April 2007	
	<ul style="list-style-type: none"> • Scrutiny Annual Report
	<ul style="list-style-type: none"> • Crime and Disorder Act review
	<ul style="list-style-type: none"> • Strategic objectives for community cohesion
	<ul style="list-style-type: none"> • Clean Neighbourhoods and Environment Act

NB: Regular reports at each meeting

- Strategic Performance Report (Min 216, O&S, 19/10/04 refers)
- Progress Reports on Reviews
- Work Programme for the Safer and Stronger Communities Scrutiny Sub-Committee 2006/07 *Info Circ*

Also need to programme in:-

- Annual/six-monthly attendance by the Urban Living – Public Realm Portfolio Holder
- Outcome of Executive consideration of completed reviews
- Monitoring of recommendations arising from completed reviews
- Reporting of External Assessments once they have been considered by Cabinet/Portfolio Holder
- Reporting of Improvement Plans arising from Best Value reviews once they have been approved by Cabinet

Six –monthly reports

- Reducing Fear of Crime Scrutiny Review – progress report (Min 14, 5 July 2006)