

Meeting:	Overview and Scrutiny Committee
Date:	21 st November 2006
Subject:	Overview and Scrutiny Work Programme
Key Decision:	Not applicable
Responsible Officer:	Director People, Performance and Policy
Portfolio Holder:	Strategic Overview and External Affairs Portfolio Holder
Status:	Part I
Encs:	Work programme of the Overview and Scrutiny Committee and the sub committees

SECTION 1 – SUMMARY AND RECOMMENDATIONS

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

RECOMMENDATIONS:

Members are asked to:

- Note the final versions of the work programmes for the Overview and Scrutiny Committee, Safer and Stronger Communities scrutiny sub committee and Sustainable Development and Enterprise scrutiny sub committee attached as Appendices One, Two and Three respectively
- Note the work programmes for the Adult Health and Social Care and Children and Young People scrutiny sub committees attached as Appendices Four and Five respectively
- Refer the work programmes for all of the scrutiny committees to Full Council

SECTION 2 - REPORT

Brief Background

In October the Overview and Scrutiny committee agreed its work programme for the next 4 years. It also noted the final proposed work programmes of the Safer and Stronger Communities and Sustainable Development and Enterprise scrutiny sub committees. At that time the final proposals for the Adult Health and Social Care and Children and Young People scrutiny sub committees work programmes were not available. Meetings of these sub committees in October have now determined their work programmes and these are now attached as Appendices Four and Five for the Overview and Scrutiny committee to note.

The work programme as a whole needs to be submitted to Full Council and councillors are asked to refer this report on to the next appropriate meeting.

Issue to be determined

Councillors are being asked to note the final details of the overview and scrutiny work programme and refer it on to Full Council.

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

Costs 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

Resources, costs and risks associated with recommendation

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. Officers from the scrutiny team may be asked to

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.

Options considered

The options considered are incorporated in the appendices.

Option recommended and reasons for recommendation

The options confirm to the principles of scrutiny document, adopted by the Overview and Scrutiny committee in September 2005

Staffing/workforce consideration

There are none specific to this report

Equalities Impact consideration

Equalities considerations are incorporated into the methodology for delivering the work programme.

Current KPI's and Likely impact of decision on KPI's

There are no specific performance indicators related to this report. However, successful delivery of the work programme should help to improve the council's performance overall.

Section 17 considerations

There are none specific to this report.

SECTION 3 - STATUTORY OFFICER CLEARANCE

Chief Financial Officer	<input checked="" type="checkbox"/>	Barry Evans
Monitoring Officer	<input checked="" type="checkbox"/>	Jill Travers

SECTION 4 - CONTACT DETAILS AND BACKGROUND PAPERS

Contact:

Lynne McAdam, Service Manager Scrutiny, x 5387

Background Papers:

IF APPROPRIATE, does the report include the following considerations?

1.	Consultation	NO
2.	Corporate Priorities	YES
3.	Community Safety (s17 Crime & Disorder Act 1998)	NO
4.	Manifesto Pledge Reference Number	All

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 <ul style="list-style-type: none"> • Management/ monitoring IDR • Delivering savings IDR • Procurement partnerships IDR 	Procurement programme <ul style="list-style-type: none"> • Management/ monitoring IDR • Delivering savings IDR • Procurement partnerships IDR 	Procurement programme <ul style="list-style-type: none"> • Management/ monitoring IDR • Delivering savings IDR • Procurement partnerships IDR 	Procurement <ul style="list-style-type: none"> • 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 <ul style="list-style-type: none"> • 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 			

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 • Cultural strategy ½ day challenge panel • Arts culture Harrow LTR	Culture programme	Culture programme	Culture programme
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
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 grant funding • Arts culture Harrow • Increasing the voluntary sector’s capacity 	Voluntary Sector Programme <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 	
	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: 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	PCT consultation on transferral of services to Alexandra Avenue Health and Social Care Centre <ul style="list-style-type: none"> ➤ Reports in June and September 2006 ➤ Formal response from committee ➤ Members' visit in August 2006 			
	Practice Based Commissioning <ul style="list-style-type: none"> ➤ Report in June 2006 	Practice Based Commissioning <ul style="list-style-type: none"> ➤ Report 		
	Patient choice <ul style="list-style-type: none"> ➤ Report in June 2006 	Patient choice <ul style="list-style-type: none"> ➤ Report 		
	Public health: Obesity /Diabetic Care <ul style="list-style-type: none"> ➤ Initial report in October 2006 ➤ In-depth review in early2007 (joint work with Children and Young People Committee) 	Public health: Obesity /Diabetic Care <ul style="list-style-type: none"> ➤ Completion and report back of in-depth review, with Children and Young People Committee 		
	Public health: Sexual health strategy <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		
	NWL Hospitals Trust – healthcare acquired infection ➤ Annual report on Infection prevention and control in December 2006			
SOCIAL CARE	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 2008	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			

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

	Scrutiny response to Annual Health Check submissions by NHS trusts ➤ March 2007	Scrutiny response to Annual Health Check submissions by NHS trusts ➤ March 2008	Scrutiny response to Annual Health Check submissions by NHS trusts ➤ March 2009	Scrutiny response to Annual Health Check submissions by NHS trusts ➤ March 2010
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)	Harrow PCT finances ➤ Quarterly updates and financial recovery plan	→ transferred to the Standing Review of NHS Finances	→ transferred to the Standing Review of NHS Finances	
	North West London Hospitals Trust – financial recovery plan ➤ Report	→ transferred to the Standing Review of NHS Finances	→ transferred to the Standing Review of NHS Finances	
PAN-BOROUGH WORK	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)	Follow up on outcomes of consultation and implementation		

	<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 – be healthy ➤ Report	NSF on children’s health and maternity ➤ Report
		ECM outcome – make a positive contribution ➤ Report	ECM outcome – stay safe ➤ 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 ➤ Report in June 2006	Sixth form collegiate ➤ Report	Sixth form collegiate ➤ In depth review	

THEME	YEAR ONE (2006/07)	YEAR TWO (2007/08)	YEAR THREE (2008/09)	YEAR FOUR (2009/10)
		14 – 19 strategy ➤ ½ day challenge panel		
	Parent partnership services ➤ Report in February 2007			
ASSESSING PERFORMANCE	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			
	Joint Area Review outcomes and action plan ➤ Report in February 2007	Post Joint Area Review programme ➤ Report		
	Key Performance Indicators ➤ Report in December 2006 - (un)verified, for use in preparation for Question and Answer session with portfolio holder(s)	Key Performance Indicators (Un)verified – for use in preparation for Question and Answer session with portfolio holder(s)	Key Performance Indicators (Un)verified – for use in preparation for Question and Answer session with portfolio holder(s)	Key Performance Indicators (Un)verified – for use in preparation for Question and Answer session with portfolio holder(s)
		Annual Performance Assessment ➤ ½ day challenge panel	Annual Performance Assessment ➤ ½ day challenge panel	Annual Performance Assessment ➤ ½ day challenge panel
ACHIEVEMENT AND ATTAINMENT	Achievement and attainment – including performance information for schools	Achievement and attainment – including performance information for schools	Achievement and attainment – including performance information for schools	Achievement and attainment – including performance information for schools

THEME	YEAR ONE (2006/07)	YEAR TWO (2007/08)	YEAR THREE (2008/09)	YEAR FOUR (2009/10)
	➤ Report in February 2007	➤ Report in February 2008	➤ Report in February 2009	➤ 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	Obesity (continued) ➤ In depth review, joint work with Adult Health and Social Care Committee in 2007		
SCHOOLS		Future of schools – demography ➤ In depth review	Schools' organisation ➤ In depth review – linked to demography review	
		School Music Service ➤ Review of impact of reduced budgets on music provision		
HOLDING DECISION MAKER(S) TO ACCOUNT	Question and Answer session with portfolio holder(s) ➤ Special meeting in	Question and Answer session with portfolio holder(s)	Question and Answer session with portfolio holder(s)	Question and Answer session with portfolio holder(s)

THEME	YEAR ONE (2006/07)	YEAR TWO (2007/08)	YEAR THREE (2008/09)	YEAR FOUR (2009/10)
	January 2007			
FLEXIBLE - TO BE CONSIDERED FOR PROGRAMME IF TIME ALLOWS				
INDIVIDUAL TOPICS	Young people's sexual health ➤ In depth review	School exclusions ➤ Report		
	Children and Young People's plan ➤ ½ day challenge panel or report	Youth engagement In depth review, using policing and youth as a case study		
	Children's health specific ➤ ½ day challenge panel	Early years and childcare ➤ In depth review		