

Meeting:	Overview and Scrutiny
Date:	1 April 2008
Subject:	In-depth reviews – scopes
Key Decision: (Executive-side only)	No
Responsible Officer:	Tom Whiting, Interim Divisional Director, Strategy and Improvement
Portfolio Holder:	Cllr Paul Osborn, Strategy and Business Support
Exempt:	No
Enclosures:	Appendix 1: Town centre re-development scope Appendix 2: Support to the voluntary sector scope

SECTION 1 – SUMMARY AND RECOMMENDATIONS

This report sets out the scopes for the reviews of the town centre re-development and the council's support to the voluntary sector, for agreement by the Committee.

RECOMMENDATION:

The Committee is requested to agree the attached scopes.

SECTION 2 - REPORT

Background

In November 2007, the Overview and Scrutiny Committee agreed that reviews of the town centre re-development and council support to the voluntary sector be undertaken.

This report sets out the scopes, for formal agreement. The town centre re-development scope has been finalised by the review group. The support to the voluntary sector scope is scheduled to be finalised by the review group on 27 March; any final amendments to the scope will be reported to the Committee for approval.

Current situation

The reviews have now commenced, with preliminary work on the elements outlined in the scopes already having been carried out.

Why a change is needed

Not applicable.

Main options

Members are being asked to agree the scopes as attached. Although the Committee may make amendments, Members are reminded that members of the review groups have agreed the attached scopes.

Other options considered

Not applicable.

Recommendation

That the Committee agree the scopes as attached.

Performance Issues

None specific to this report.

Legal and financial implications

There are no financial implications at this stage.

SECTION 3 - STATUTORY OFFICER CLEARANCE

Name: ...Sheela Thakrar	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 20 March 2008		
Name: Hugh Peart	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 14 March 2008		

SECTION 4 - CONTACT DETAILS AND BACKGROUND PAPERS

Contact:

- Support to the voluntary sector: Heather Smith, Scrutiny Officer, 020 8420 9203, heather.smith@harrow.gov.uk (report author)
- Town centre re-development: Ed Hammond, Scrutiny Officer, 020 8420 9205, ed.hammond@harrow.gov.uk

Background Papers:

N/A

IF APPROPRIATE, does the report include the following considerations?

1.	Consultation	YES
2.	Corporate Priorities	YES

HARROW COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE

MARCH 2008

REVIEW OF TOWN CENTRE REDEVELOPMENT - SCOPE

1	SUBJECT	Town centre redevelopment
2	COMMITTEE	Overview and Scrutiny Committee
3	REVIEW GROUP	Cllr Seymour (Chairman) Cllr Solanki, Cllr Kinnear, Cllr Kara, Cllr Scott, Cllr O'Dell, Cllr Asante, Cllr Miles, Cllr Champagnie, Ramji Chauhan (stat education co-optee)
4	AIMS/ OBJECTIVES/ OUTCOMES	<ol style="list-style-type: none"> 1. To investigate the ongoing development of the council's vision for the town centre, including current development proposals, insofar as they affect the delivery of the vision. 2. To make recommendations relating to (1) in the light of general issues relating particularly to the sustainability of the town centre itself.
5	MEASURES OF SUCCESS OF REVIEW	<ol style="list-style-type: none"> 1. Delivery of recommendations in a timely manner so as to clarify the vision for the town centre, ensuring that it is robust and sustainable. 2. Provision of recommendations to enhance and supplement existing work, and ongoing work, on the town centre redevelopment, taking account of best practice evidence of town centre renewal work carried out elsewhere. 3. Provision of a judgment on the future sustainability of the town centre, and plotting a way forward.
6	SCOPE	<p>Consideration of the key documents, plans and strategies relating to the development of the town centre in the light of issues relating to economic, environmental, social and human sustainability.</p> <p>Focus on issues relating to long-term planning, relationships with partners (including developers), public realm improvements, traffic and transportation, the density of future developments, climate change and energy, amongst others.</p>
7	SERVICE PRIORITIES (Corporate/Dept)	2. Redevelop the Town Centre
8	REVIEW SPONSOR	Graham Jones, Director, Strategic Planning
9	ACCOUNTABLE MANAGER	Lynne McAdam, Service Manager, Scrutiny

10	SUPPORT OFFICER	Ed Hammond, Scrutiny Officer
11	ADMINISTRATIVE SUPPORT	Layla Davidson, Project Research and Support Officer
12	OTHER INPUT	<p>Other council departments Local people Local businesses and voluntary groups, to be identified Harrow in Business Harrow Agenda 21 London Development Agency Transport for London Greater London Authority Other bodies and organisations able to provide best practice information.</p>
13	METHODOLOGY	<p>The project will be divided into three streams.</p> <p><i>Stream 1: Strategy</i> This stream will run for the full term of the project, and will examine the current situation, relationships with partners, long-term development plans, and public realm improvements.</p> <p><i>Stream 2: Economic, social and human sustainability</i> This stream will consider sustainability in respect of long-term economic planning, skills development, Harrow’s “unique selling points”, and the density of developments. It will also consider issues relating to public service provision in the town centre and skills development.</p> <p><i>Stream 3: Environmental sustainability</i> This stream will look at climate change, energy use, energy efficiency and energy production.</p> <p>Each stream will produce an interim report, which will be considered at a round table meeting of a number of key interested parties. Following this, the final report will be prepared and submitted for approval.</p> <p><u>Site visits</u> - There will be a number of site visits, which will cut across the three streams. Site visits are planned for Aylesbury, Uxbridge, Watford and Luton. This will feed into the rest of the review in October.</p> <p><u>Surveys and public involvement</u> – a survey will be distributed to try to capture the needs and aspirations of local people for the town centre. This will feed into the rest of the review in October.</p> <p>A street stall will be held in July/August in the town centre to gather some direct and indicative feedback relating to those who use the area for shopping. This will feed into the rest of the review in October.</p>

14	EQUALITY IMPLICATIONS	There may be equality implications relating to the “mix” of uses (retail / business / residential / entertainment) in the town centre, and the different kinds of people who might be likely to be advantaged or disadvantaged should this mix change. Policies which might deliver significant change to this mix might risk harming local people and their livelihoods.
15	ASSUMPTIONS/ CONSTRAINTS	<p>The project will require a long-term commitment from members and officers.</p> <p>Success will depend upon the ability and willingness of developers and other partners, and stakeholders in the development more generally, to become involved in the review.</p> <p>Financial issues will constrain the ability of members to carry out site visits out of borough.</p>
16	SECTION 17 IMPLICATIONS	There are design issues relating to crime prevention in terms of the public realm improvements in the town centre. These will be examined as part of the “strategy” stream.
17	TIMESCALE	<p>Stream 1: March – September 2008 Stream 2: April – September 2008 Stream 3: April – September 2008</p> <p>Site visits: March – June 2008 Surveys: June - August 2008</p> <p>Round table: w/c 27 October 2008 Report to O&S: January 2009</p> <p>Report to Cabinet in February 2009</p>
18	RESOURCE COMMITMENTS	To be met from the existing scrutiny budget. No significant additional expenditure is expected.
19	REPORT AUTHOR	Ed Hammond, with review group.
20	SCRUTINY PRINCIPLES	Feasibility study undertaken in October 2007 assured compliance with the Principles. The project is proceeding much as envisaged in the study.
21	REPORTING ARRANGEMENTS	<p>Outline of formal reporting process:</p> <p>To Portfolio Holder [] December 2008 To CMT [] n/a. To Cabinet [] February 2009</p>
22	MONITORING ARRANGEMENTS	To be agreed between group and officers after the completion of the review, depending upon the nature of the recommendations.

HARROW COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE

MARCH 2008

REVIEW OF SUPPORT TO THE VOLUNTARY SECTOR – DRAFT SCOPE

1	SUBJECT	Support to the voluntary sector
2	COMMITTEE	Overview and Scrutiny Committee
3	REVIEW GROUP	<p>Cllr Sheinwald (Chairman)</p> <p>Cllr Akhtar</p> <p>Cllr Asante</p> <p>Cllr Champagnie</p> <p>Cllr Davine</p> <p>Cllr Gate</p> <p>Cllr Kara</p> <p>Cllr Kinnear</p> <p>Cllr Macleod-Cullinane</p> <p>Cllr Teli</p> <p>Cllr Versallion</p> <p>Ramji Chauhan (education co-optee)</p> <p>Julie Browne Chief Executive, Kids Can Achieve</p> <p>Julia Smith, Chief Executive, HAVS</p> <p>John Woolf, Woodcraft Folk</p> <p>Mike Coker, Director, Community Link Up</p> <p>(Two further voluntary sector representatives to be appointed by the Voluntary Sector Forum)</p>
4	AIMS/ OBJECTIVES/ OUTCOMES	<p>To undertake a strategic review of the way the Council supports the voluntary and community sector:</p> <ul style="list-style-type: none"> • To modernise and clarify the council's relationship with the voluntary and community sector • To evaluate the current Harrow Compact in the light of national policy direction and principles, as well as local circumstances. • To evaluate the council's support to the sector and make recommendations for improvement • To identify blockages to improving and strengthening the relationship with the sector and to make recommendations for improvement
5	MEASURES OF SUCCESS OF REVIEW	<ul style="list-style-type: none"> • Clear and transparent relationship between the council and the voluntary sector, including funding relationships • The council and the voluntary sector have clear understanding about their respective roles • Clarification of the long-term strategic priorities of the council

		in respect of its relationship with the sector
6	SCOPE	<ul style="list-style-type: none"> • To review the effectiveness of the Harrow Compact in defining and supporting the relationship with the voluntary and community sector in Harrow (including the Compact codes) • To identify how the council understands and identifies local needs and how this informs the setting of priorities • To consider how the council should make decisions about funding and how are such decisions governed in order to ensure accountability and transparency • To explore how the council should use a combination of commissioning, contracting and grants to deliver public services • To explore how the council supports the voluntary sector in building capacity and accessing support from other sources
7	SERVICE PRIORITIES (Corporate/Dept)	Community Development Strategy
8	REVIEW SPONSOR	Javed Khan, Director of Community and Cultural Services
9	ACCOUNTABLE MANAGER	Lynne McAdam, Service Manager Scrutiny
10	SUPPORT OFFICER	Heather Smith, Scrutiny Officer
11	ADMINISTRATIVE SUPPORT	Scrutiny Officer
12	EXTERNAL INPUT	<ul style="list-style-type: none"> • Members of the Harrow Strategic Partnership • Grant making partners – Harrow PCT • A range of voluntary and community sector groups through consultation activities
13	METHODOLOGY	<p>Evaluation of Harrow Compact</p> <p>To evaluate the effectiveness of the Compact and associated codes:</p> <ul style="list-style-type: none"> • Evaluation of existing Compact overall • Compare with practice from other authorities • Identify areas for improvement <ul style="list-style-type: none"> ➢ Are the actions identified the right ones? ➢ Are there any gaps? ➢ Are there any local arrangements or circumstances that should be reflected? • Examine practical considerations, such as how disagreements are managed and addressed <p>a. Funding and procurement code</p> <p>To evaluate the effectiveness of current financial support and decision-making processes:</p> <ul style="list-style-type: none"> • To review the code • Gather evidence from ‘grant givers’ – roundtable with Grant Advisory Panel Chair, officers involved in developing

		<p>service level agreements, other partners (particularly PCT) who are engaged in providing support to the sector</p> <ul style="list-style-type: none"> • To explore the effectiveness of alternative models through best practice from other authorities (possibly involving a visit) • Evidence from focus groups • To consider the grant making process including application, decision-making and monitoring (including benefit to the community) <p>b. Black, minority ethnic and refugee organisations code</p> <ul style="list-style-type: none"> • To review the code and to assess progress against priorities for action <p>c. Disability code</p> <ul style="list-style-type: none"> • To review the code and to assess progress against priorities for action <p>d. Volunteer code</p> <ul style="list-style-type: none"> • To review the code and to assess progress against priorities for action <p>e. Consultation code</p> <ul style="list-style-type: none"> • To review the code and to assess progress against priorities for action • To consider the impact of the new duty to involve and the duty to co-operate • To examine the effectiveness of mechanisms to consult with the voluntary and community sector <p>Overall approach</p> <ul style="list-style-type: none"> • To consult stakeholders - focus groups to be undertaken with: <ul style="list-style-type: none"> ➤ SLA funded groups ➤ Grant funded groups ➤ Strategic/umbrella groups ➤ Unfunded groups • To compare Harrow's practice with other areas and with national best practice (to include London Councils, Barnet, Croydon and/or others as appropriate) • To undertake a mapping exercise to establish cross-council support to the sector • To challenge local assumptions • To seek out innovation and efficiencies
14	EQUALITY IMPLICATIONS	<p>Equality considerations will be paramount to this review. Scrutiny should consider how equality implications have been taken into consideration in current policy and practice and consider the possible implications of any changes it recommends.</p> <p>In carrying out the project the review group will need to consider</p>

		its own practice and how it can facilitate the enabling of the voice and concerns of the voluntary and community sector to be heard.
15	ASSUMPTIONS/ CONSTRAINTS	The scope of the review will be restricted to the council's relationship with the voluntary and community sector rather than being extended to the third sector, which encompasses a far wider range of bodies.
16	SECTION 17 IMPLICATIONS	The review will need to have regard to the possible community safety implications of any recommended changes to policy.
17	TIMESCALE	To inform the grants round for 2009/10 the review will need to have completed its activities by summer 2008.
18	RESOURCE COMMITMENTS	<ul style="list-style-type: none"> • 1 x Scrutiny Officer • Input from Community Development and Policy and Partnerships teams.
19	REPORT AUTHOR	Scrutiny Officer directed by review group.
20	REPORTING ARRANGEMENTS	<p>Outline of formal reporting process:</p> <p>To Service Director [✓] throughout the process and when developing recommendations</p> <p>To Portfolio Holder [✓] early in the process and when developing recommendations</p> <p>Stage 1</p> <p>To O&S [✓] by 10 July 2008</p> <p>To CSB [✓] TBC</p> <p>To Cabinet [✓] 17 July 2008</p> <p>Stage 2</p> <p>To O&S [✓] Autumn 2008</p> <p>To CSB [✓] Autumn 2008</p> <p>To Cabinet [✓] Autumn 2008</p>
21	FOLLOW UP ARRANGEMENTS (proposals)	Initial monitoring by O&S (after 6 months) then monitoring by the Performance and Finances scrutiny sub committee on an exception basis.

Version 2