

# Overview and Scrutiny Committee

## SUPPLEMENTAL AGENDA

**DATE:** **Thursday 22 September 2011**

### AGENDA - PART I

13. **SCRUTINY REVIEW OF ENGAGING WITH YOUNG PEOPLE** (Pages 1 - 8)  
Report of the Divisional Director of Partnership Development and Performance
15. **SCRUTINY WORK PROGRAMME UPDATE** (Pages 9 - 12)  
Report of the Divisional Director of Partnership Development and Performance

### AGENDA - PART II

**Nil**

*Note: In accordance with the Local Government (Access to Information) Act 1985, the following agenda items have been admitted late to the agenda by virtue of the special circumstances and urgency detailed below:-*

Agenda item

13. Scrutiny Review of  
Engaging with Young  
People

Special Circumstances/Grounds for Urgency

Members are requested to consider the report, as a matter of urgency, in order that work can be progressed as soon as possible. The report was not available when the main agenda was printed and circulated due to proximity of the scoping meeting to the statutory deadline.

15. Scrutiny Work Programme  
Update

Members are requested to consider this report, which was not available at the time the main agenda was printed and circulated, as a matter of urgency, so that they consider the most up to date position.

## **REPORT FOR:            OVERVIEW AND                                  SCRUTINY COMMITTEE**

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<b>Date of Meeting:</b>	22 September 2011
<b>Subject:</b>	Scrutiny Review of Engaging with Young People
<b>Responsible Officer:</b>	Alex Dewsnap Divisional Director, Partnership Development and Performance
<b>Scrutiny Lead Member area:</b>	Children and Young People – Councillor Christine Bednell and Councillor Krishna James
<b>Exempt:</b>	No
<b>Enclosures:</b>	Scope for Scrutiny Review of Engaging with Young People

### **Section 1 – Summary and Recommendations**

This report sets out the scope for the scrutiny review on engaging with young people.

#### **Recommendations:**

The Overview and Scrutiny Committee is asked to:

- Consider and agree the scope for the scrutiny review on engaging with young people.

## **Section 2 – Report**

### **Background**

A review looking at how the Council can most effectively engage with young people in decision making and volunteering activity was placed on the scrutiny work programme in the 2010/11 municipal year. The main ambition of the review is to understand the context and business case for involving young people in decision making to help them be more effective in making a contribution to community life. By bringing together what the Council already knows about young people from the 'Hearing the Voices of Children and Young People in Harrow' (Voice, Influence, Action review) of 2005, the 'Hear/Say: Scrutiny Review of Community Engagement' (2006) and other relevant reports, and pulling together other available evidence about young people, including their perceptions of the Council and opportunities to volunteer, the review also aims to stimulate debate about how the Council, in times of austerity, can find new ways to involve young people in decision making as well as offer opportunities for young people to develop employability skills through volunteering.

The review is required by its remit to identify the ways in which the council can make best use of existing resources and to play close regard to developing an overarching offer from the council to young people. This is a light-touch scrutiny review gathering evidence and formulating its recommendations until the end of the year, with a view to reporting back to the Overview and Scrutiny Committee in January 2012.

The scope appended to this report follows two scoping meetings held by the review group in July and September.

At the first scoping meeting in July, Councillor Victoria Silver was nominated as the Chair of the review group.

The second meeting followed a handful of informal discussions with young people regarding what council engagement with young people looks like and the areas that the scrutiny review could focus on. The second scoping meeting involved a number of young people in further discussing the scope. It is planned to further refine the scope to take account of further input from a wider range of young people. Therefore the scope appended to this report provides a high-level terms of reference for the review.

At the second scoping meeting it was agreed the young people would lead this review and steer its direction, with the support of the scrutiny councillors and co-optees on the review group who would play a facilitative and mentoring role. For the purposes of accountability, the Harrow Youth Parliament and Scrutiny Review Group will co-own the final report and its recommendations. This will ensure that young people's voice is captured in a collaborative review and that this is on an equal footing to that of scrutiny members.

Before the next review group meeting it is planned that an informal session with young people at a youth centre will be held, in order to further inform the direction of the review. The review will seek to link to previous scrutiny

findings and the current UK Youth Parliament scrutiny project wherever possible.

This scrutiny project represents a new and innovative approach to undertaking a scrutiny review and its participative nature will be key to the success of the review, its recommendations and the review's own engagement practices.

### **Equalities Impact**

As included in the scope, the review will consider during the course of its work, how equality implications have been taken into account in current policy and practice and consider the possible implications of any changes it recommends.

In carrying out the review, the review group will also need to consider its own practices and how it can facilitate all relevant stakeholders in the borough to have their voices heard.

### **Financial Implications**

The costs of delivering this project will be met from within existing resources.

### **Performance Issues**

There are no performance issues specifically associated with this report.

### **Environmental Impact**

There is no specific environmental impact associated to this report.

### **Risk Management Implications**

There are none specific to this report.

Risk included on Directorate risk register? No  
Separate risk register in place? No

### **Corporate Priorities**

The review relates to the Corporate Priorities 2011/12 of:

- United and involved communities: a council that listens and leads
- Supporting and protecting people who are most in need

## **Section 3 - Statutory Officer Clearance**

Not applicable.

## **Section 4 - Contact Details and Background Papers**

**Contact:** Nahreen Matlib, Senior Professional Scrutiny, 020 8420 9204

**Background Papers:** Appendix A: Scope for Scrutiny Review of Engaging with Young People:

## OVERVIEW & SCRUTINY COMMITTEE

JUNE 2011

### REVIEW OF ENGAGING WITH YOUNG PEOPLE - DRAFT SCOPE

#### VERSION 4

#### VERSION HISTORY:

1. 27 June 2011
2. 25 July 2011 – following initial scoping meeting on 20 July
3. 1 September 2011
4. 9 September 2011 – following second scoping meeting on 8 September

1	<b>SUBJECT</b>	Engaging with Young People
2	<b>COMMITTEE</b>	Overview & Scrutiny Committee
3	<b>REVIEW GROUP</b>	<p><b>Councillors:</b></p> <ul style="list-style-type: none"> <li>• Councillor Victoria Silver (Chair of Review Group)</li> <li>• Councillor Sue Anderson</li> <li>• Councillor Christine Bednell</li> <li>• Councillor Ann Gate</li> <li>• Councillor Krishna James</li> <li>• Councillor Paul Osborn</li> <li>• Councillor Varsha Parmar</li> <li>• Councillor Ben Wealthy</li> </ul> <p><b>Co-optees:</b></p> <ul style="list-style-type: none"> <li>• Julie Browne – Kids Can Achieve</li> <li>• Anne Diamond – Scrutiny Pool of Advisors</li> <li>• Hema Mistry – Scrutiny Pool of Advisors</li> <li>• Young people – representation sought from various young people's groups</li> </ul>
4	<b>AIMS/ OBJECTIVES/ OUTCOMES</b>	<ul style="list-style-type: none"> <li>• To assess how young people currently view their engagement/influence with the Council, volunteering opportunities and future prospects.</li> <li>• To address how best the borough can overcome current challenges and obstacles surrounding youth engagement in order to deliver the best outcomes for children and young people and make best use of existing assets.</li> </ul>

		<ul style="list-style-type: none"> <li>• To improve the quality of Council dialogue with young people and enhance their influence in key policy decisions and civic participation - assess the success of Harrow engagement initiatives including recent work on Let's Talk and academies consultation, in specific relation to engaging with young people.</li> <li>• To help the Council develop its strategic approach to engaging with young people - to shape future services in Harrow as well as to input into national policy deliberations in 'Positive for Youth' initiatives.</li> <li>• To identify examples of good practice in youth engagement, including pan-London or London-wide examples of successful initiatives.</li> <li>• To examine the role of schools in youth engagement, especially within the new schools landscape of academies.</li> <li>• To engage with and upskill young people through volunteering.</li> </ul>
5	<b>MEASURES OF SUCCESS OF REVIEW</b>	<ul style="list-style-type: none"> <li>• Increased and more effective engagement with young people across the borough.</li> <li>• Increased participation by young people in Harrow council's key decisions, services and initiatives.</li> <li>• Successful model of youth engagement at the reopened Cedars Youth Centre and schools.</li> <li>• Tangible input into the development of policy in Children's Services, and more widely to the Council's approach to engaging with young people.</li> </ul>
6	<b>SCOPE</b>	The scope of the review will cover services for young people from across the Council, not only Children's Services. It will only consider issues where there is the potential for the local authority to make an impact – including what the Council can add to the wider strategic operation of schools.
7	<b>SERVICE PRIORITIES (Corporate/Dept)</b>	<p>This review relates to the Corporate Priorities 2011/12 of:</p> <ul style="list-style-type: none"> <li>• United and involved communities: a council that listens and leads</li> <li>• Supporting and protecting people who are most in need</li> </ul>
8	<b>REVIEW SPONSOR</b>	Catherine Doran, Corporate Director Children's Services
9	<b>ACCOUNTABLE MANAGER</b>	Lynne Margetts, Service Manager Scrutiny

10	<b>SUPPORT OFFICER</b>	Nahreen Matlib, Senior Professional Scrutiny
11	<b>ADMINISTRATIVE SUPPORT</b>	Scrutiny Team
12	<b>EXTERNAL INPUT</b>	<p>The input of the following may be gauged through the course of the review:</p> <p><b>Stakeholders:</b></p> <ul style="list-style-type: none"> <li>• Children and young people, for example through the Youth Parliament, Young Voices, Youth Takeover Day Volunteers, Ignite, National Citizen Service Programme, voluntary/youth and faith groups, school councils, colleges, and young people's sports/leisure clubs</li> <li>• Youth workers</li> <li>• Headteachers, teaching staff and support staff in schools</li> <li>• Staff within other children's settings e.g. children's centres, extended school services, youth centres</li> <li>• Relevant corporate director(s)</li> <li>• Relevant portfolio holder(s)</li> <li>• Harrow Association of Governing Bodies</li> <li>• Other local authorities</li> </ul> <p><b>Partner agencies:</b></p> <ul style="list-style-type: none"> <li>• Harrow Colleges</li> <li>• Harrow Police</li> <li>• Harrow Primary Care Trust</li> <li>• North West London Hospitals Trust</li> </ul> <p><b>Experts/advisers:</b></p> <ul style="list-style-type: none"> <li>• Advisor from SACRE</li> <li>• Representative interest groups</li> <li>• Centre for Public Scrutiny</li> <li>• Academic experts</li> <li>• Public policy think tanks</li> </ul>
13	<b>METHODOLOGY</b>	<p>The review could gather evidence using a range of methods including written evidence, oral evidence, research, questionnaires, surveys, focus groups, presentations, questioning senior managers and members, inspections, site visits, expert witnesses, public meetings etc.</p> <p>The review will be a light touch review taking evidence at a number of meetings and lasting a few months. A light touch review could explore issues through workstreams e.g.:</p> <ul style="list-style-type: none"> <li>• Engagement initiatives and methods of dialogue between the Council and young people</li> </ul>



		<ul style="list-style-type: none"> <li>• Promoting citizenship and participation in civic life – including using council services</li> <li>• Volunteering and inter-generational opportunities</li> <li>• The role of schools in promoting participation</li> </ul> <p>Suggested stages for the review are: Identify current policies/practices, examine how performance matches policies, benchmark against other authorities, identify issues arising, seek external input, determine how to inform policies.</p>
14	<b>EQUALITY IMPLICATIONS</b>	<p>The review will consider during the course of its work, how equality implications have been taken into account in current policy and practice and consider the possible implications of any changes it recommends.</p> <p>In carrying out the review, the review group will also need to consider its own practices and how it can facilitate all relevant stakeholders in the borough to have their voices heard.</p>
15	<b>ASSUMPTIONS/ CONSTRAINTS</b>	<p>The review will require a long-term commitment from members and officers.</p> <p>Success will depend upon the ability and willingness of officers, partners and stakeholders (as relevant) to participate and contribute fully in this review.</p>
16	<b>SECTION 17 IMPLICATIONS</b>	<p>The review will have regard to the possible community safety implications of any recommended changes to policy or practice.</p>
17	<b>TIMESCALE</b>	<ul style="list-style-type: none"> <li>• Scoping – July 2011</li> <li>• Initial desktop research – Summer 2011</li> <li>• Evidence gathering and review group meetings – Autumn 2011</li> <li>• Final report to O&amp;S for onward transmission to Cabinet – late 2011 / early 2012</li> </ul>
18	<b>RESOURCE COMMITMENTS</b>	<p>To be met from existing scrutiny budget. No significant additional expenditure is anticipated.</p>
19	<b>REPORT AUTHOR</b>	<p>Nahreen Matlib, as advised by the review group.</p>
20	<b>REPORTING ARRANGEMENTS</b>	<p>Outline of formal reporting process: To Corporate Director [✓] throughout the course of the review and when developing recommendations</p>

		<p>To Portfolio Holder <input checked="" type="checkbox"/> as a witness in the review and when developing recommendations</p> <p>To CSB <input checked="" type="checkbox"/> to be confirmed</p> <p>To O&amp;S <input checked="" type="checkbox"/> late 2011 / early 2012</p> <p>To Cabinet <input checked="" type="checkbox"/> late 2011 / early 2012</p>
21	<b>FOLLOW UP ARRANGEMENTS (proposals)</b>	Monitoring by the Performance and Finance Sub-Committee after six months.

## **REPORT FOR: OVERVIEW AND SCRUTINY COMMITTEE**

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**Date:** 22<sup>nd</sup> September 2011

**Subject:** Scrutiny Work Programme Update

**Responsible Officer:** Alex Dewsnap  
Divisional Director, Partnership Development and  
Performance

**Scrutiny Lead** All

**Member area:**

**Exempt:** No

**Enclosures:** None

### **Section 1 – Summary and Recommendations**

This report updates Members of the Overview and Scrutiny committee of progress on the 2011/12 work programme.

**Recommendations:**

Councillors are recommended to:

- I. Consider the content of the update
- II. Approve and comment on action being taken

## **Section 2 – Report**

### **Introductory paragraph**

This report updates members of the Overview and Scrutiny committee on the delivery of the scrutiny work programme.

Over the last 16 months since the election in 2010, the Overview and Scrutiny committee has commissioned a number of projects. In designing its work programme, the Overview and Scrutiny committee acknowledged the need to build flexibility into the programme in order to respond swiftly to particularly pressing needs and issues, the council and partners are facing significant challenges and if scrutiny is to effectively champion the needs of local people then it is critical that councillors are able to consider issues as they arise. As such, the committee did not publish an annual work programme but rather has built flexibility into its programme in order to be a more responsive service.

This report provides members of the Overview and Scrutiny committee with an update on the projects which are currently underway.

### **Current Projects**

#### **Standing Review of the Better Deal for Residents**

The first phase of this project focussed on the project management process used across the council in order to ensure that the significant projects which comprise the Better Deal for Residents are properly managed. The report from this phase was completed in June 2011 and was considered by Cabinet in July and all bar one of the recommendations made by the standing review were accepted by Cabinet.

The second phase of the review is about to commence, a meeting of the review group will take place on 26<sup>th</sup> September to consider the scope for phase two. It is anticipated that this part of the project will consider the impact of the programme on local people and whether or not the programme is achieving its ambitions. The scope for phase two will be submitted to the Overview and Scrutiny committee in November.

#### **Standing Review of the Budget**

The first meeting of the Standing Review of the Budget will take place on 29<sup>th</sup> September. This meeting will consider the scope for the project which is expected to consider the impact, delivery and efficacy of financial reductions. The scope will be presented to the Overview and Scrutiny committee in November.

#### **Performance Management Review**

The report from the first phase of this project was completed in February 2011. The report from the second phase of the project, which has comprised a more detailed consideration of the council's future performance management framework, is currently being drafted. The final report will be submitted to the Overview and Scrutiny committee in November.

### **Snow Clearance Challenge Panel**

Set in the context of increasingly harsh winter conditions, this project has considered how the council's snow clearance priorities are established and how the council can work with residents to address winter conditions. The report from the challenge panel will be presented to the September meeting of the Overview and Scrutiny committee.

### **Engaging Young People Review**

The scope from this project is included on the agenda for this evening's meeting. The project will address how best the borough can overcome current challenges and obstacles surrounding youth engagement in order to deliver the best outcomes for children and young people and make best use of existing resources. The review expects to report to the Overview and Scrutiny committee in January

### **Debt Recovery Challenge Panel**

This project is will investigate the feasibility of co-ordinating the different debt recovery process which are in place across the council. It will also investigate whether a more proportionate approach to debt recovery could be introduced. The challenge panel will meet in October and a report to the Overview and Scrutiny committee is expected in November.

### **Completed projects**

The challenge panel which considered the implications of the events at Harrow Association of Voluntary Service has been completed and was considered by Cabinet at its meeting on 8<sup>th</sup> September.

### **Anticipated projects**

Proposals to merge Ealing Hospital and the NW London Hospitals trust are emerging. It is probable that Harrow will be invited to join a Joint Overview and Scrutiny committee with Brent and Ealing councils in the next few months as the consultation process on the proposals starts.

### **Financial Implications**

There are no financial implications associated with this report as all projects will be delivered from within the existing scrutiny budget.

### **Performance Issues**

It is anticipated that all of the current projects will contribute to improved performance. In particular, the project to redesign the performance management framework will hopefully help the council to focus on those issues of most importance to residents and thus deliver targeted service improvement

### **Environmental Impact**

There are no environmental impacts associated with this report.

### **Risk Management Implications**

There are no risk management implications associated with this report.

## **Equalities implications**

Was an Equality Impact Assessment carried out? No

The projects outlined in this report are investigating various components of service delivery and each project incorporates the consideration of equalities issues. However, where proposals for change are made, it will be the responsibility of the relevant service area to undertake equalities assessment if proposals are endorsed.

## **Corporate Priorities**

- Keeping neighbourhoods clean, green and safe
- United and involved communities: a Council that listens and leads
- Supporting and protecting people who are most in need
- Supporting our Town Centre, our local shopping centres and businesses

## **Section 3 - Statutory Officer Clearance**

Not required for this report.

## **Section 4 - Contact Details and Background Papers**

### **Contact:**

Lynne Margetts, Service Manager Scrutiny, 020 8420 9387

### **Background Papers:**

None