



OVERVIEW & SCRUTINY COMMITTEE

MINUTES of the OPEN section of the meeting of the OVERVIEW & SCRUTINY COMMITTEE held on 21st MAY 2003 at 9.18 p.m. (at the rise of the Annual Meeting of the Council (Constitutional Council Meeting) at Southwark Town Hall, Peckham Road, London SE5 8UB

PRESENT: Councillor Kim HUMPHREYS (Chair)
Councillor Linda MANCHESTER (Vice-Chair)
Councillors John FRIARY, Barrie HARGROVE, ELIZA MANN,
Andy SIMMONS, Neil WATSON and Anne YATES

ALSO PRESENT: Deborah Holmes – Borough Solicitor & Secretary
Ian Millichap – Constitutional Support Unit Manager
Rachel Prosser – Legal Officer

APOLOGIES FOR ABSENCE

There were none received.

CONFIRMATION OF VOTING MEMBERS

The Members listed as being present were confirmed as the Voting Members.

NOTIFICATION OF ANY OTHER ITEMS WHICH THE CHAIR DEEMED URGENT

The Chair agreed to the admittance of the following information, copies of which can be found at pages 17-29 of the Agenda file, i.e.:

- Draft scrutiny structure;
- Terms of reference for scrutiny Sub-Committees; and
- Nominations for the appointment of Chairs, Vice-Chairs and Members of Scrutiny Sub-Committees 2003/04.

DISCLOSURE OF INTERESTS AND DISPENSATIONS

There were none made.

RECORDING OF MEMBERS' VOTES

Council Procedure Rule 1.17(5) allows a Member to record her/his vote in respect of any motions and amendments. Such requests are detailed in the following Minutes. Should a Member's vote be recorded in respect to an amendment, a copy of the amendment may be found in the Minute File and is available for public inspection.

The Committee considered the items set out on the agenda, a copy of which has been incorporated in the Minute File. Each of the following paragraphs relates to the item bearing the same number on the agenda.

1. **ESTABLISHMENT OF THEMED SCRUTINY SUB-COMMITTEES FOR 2003/04** (see pages 1-16 & 17-29)

Copies of the draft scrutiny structure, terms of reference for scrutiny Sub-Committees and nominations for the appointment of Chairs, Vice-Chairs and Members of Scrutiny Sub-Committees 2003/04 were circulated at the meeting.

In response to the questions from Members regarding the Council Calendar, the Chair asked officers to circulate a revised calendar of meetings for Scrutiny Sub-Committees as soon as possible.

Some Members expressed concern at the late circulation of the terms of reference. However it was suggested that if agreed by the Committee they could be reviewed at a later date.

- RESOLVED:**
1. That themed scrutiny sub-committees be established, with their size, composition, terms of reference and membership [including appointment of Chairs and Vice-Chairs] as set out in Appendices B and C to the report, and at pages 17-29 of the Agenda papers, subject to the following change, i.e.

That the Transport & Physical Regeneration Scrutiny Sub-Committee shall be named "*Regeneration & Transport Scrutiny Sub-Committee*".

2. That the terms of reference be reviewed during the course of 2003/04.

The meeting ended at 9.22pm.

CHAIR:

DATED:

DRAFT SCRUTINY STRUCTURE 2003/04

(Note – Chairs and Vice-Chairs are nominations only and will be appointed by Overview & Scrutiny Committee on 21/05/03).

Cttee No.	Name of Committee	Composition				Chair	Vice-Chair
		Lib	Lab	Co n	Co-opted		
1	Housing	3	3	0	0		
2	Environment & Community Support	3	3	1	0		
3	Education, Youth & Leisure	3	3	1	4		
4	Regeneration & Transport	4	3	1	0		
5	Finance & Economic Development	3	3	1	0		
6	Health & Social Care	3	3	0	0		

The proposed terms of reference for the sub-committees are attached.

Dated: 19th May

Terms of reference for scrutiny committees 2003/4

Terms of Reference of the co-ordinating Overview & Scrutiny Committee

- (a) To appoint six themed Sub-Committees
- (b) To approve an annual overview and scrutiny work programme, including the programme of the sub-committees, to ensure that there is efficient use of the sub-committees' time, that the potential for duplication of effort is minimised and to manage scrutiny of the Council's Budget and Policy Framework;
- (c) Where matters fall within the remit of more than one Sub-Committee, to determine which of them will assume responsibility for any particular issue, and to resolve any issues of dispute between Sub-Committees;
- (d) To receive requests from the Executive and/or Council Assembly and Community Councils for reports from Sub-Committees and to allocate them if appropriate to one or more Sub-Committees;
- (e) To exercise the right to call-in, for reconsideration, decisions made but not yet implemented by the executive;
- (f) To comment on Scrutiny reports that propose policy change or that have resource implications (as opposed to reports that comment on performance);
- (g) To put in place and maintain a system to ensure that referrals from Scrutiny to the Executive, either by way of report or for reconsideration, are managed efficiently;
- (h) To periodically review Overview and Scrutiny procedures to ensure that the function is operating effectively;
- (i) To report annually to Council Assembly on the previous year's Scrutiny activity;
- (j) To monitor the budget for additional Scrutiny research, and to determine funding requests from Sub-Committees in respect of particular reviews
- (k) To scrutinise matters in respect of Human Resources and the Council's role as an employer and corporate practice generally;
- (l) To scrutinise matters relating to customer access issues including: e-government, information technology and communications.

Environment and Community Support Scrutiny Sub-Committee

To fulfil all the functions of a Scrutiny Sub-Committee set out in the general terms of reference as they relate to environmental matters and community support and safety and in particular (but not limited to):

- (a) Parks and open spaces;
- (b) Environmental Management;
- (c) Energy Conservation;
- (d) Recycling;
- (e) Waste management;
- (f) Development and review of the Council's Air Quality Management Action Plan; Recycling Plan; Waste Minimisation Strategy;
- (g) The Council's community safety policies and development of related strategies;
- (h) The impact on community safety of other Council services and policies, and the services and policies of other agencies, such as the Police;
- (i) Community development
- (j) Social inclusion and the Council's specific initiatives to promote it.

Education, Youth & Leisure Scrutiny Sub-Committee

To fulfil all the functions of a Scrutiny Sub-Committee set out in the general terms of reference as they relate to education, youth and leisure and in particular (but not limited to):

- (a) All of the functions of the Council as an Education authority under the Education Acts, School Standards and Framework Act 1998 and all other relevant legislation in force from time to time;
- (b) All functions of the Council in so far as they relate to the provision of opportunities for education, training and learning outside the school environment including pre-school, adult and community learning;
- (c) The impact of other Council functions on education in the borough, including Council sponsored initiatives in the areas of regeneration, housing and social services; and the policies and initiatives of other statutory and voluntary organisations;
- (d) Development of the Council's Education Development Plan and the Early Years Development and Childcare Plan and the Adult Learning Plan;
- (e) Review of the contractor's Annual Plan, including revised delivery targets for the following year;
- (f) Provision and management of museums, art galleries, theatres, archives and local history activities, libraries, leisure centres, swimming pools, parks and open spaces, allotments and other like facilities;
- (g) Development of the Council's Annual Library Plan;
- (h) Leisure; and
- (i) Youth Services and Youth Policy.

Regeneration and Transport Scrutiny Sub-Committee

To fulfil all the functions of a Scrutiny Sub-Committee set out in the general terms of reference as they relate to regeneration and transport and in particular (but not limited to):

- a) Regeneration of communities in the area;
- b) Major regeneration programmes
- c) Development and review of the Council's UDP in consultation with all relevant scrutiny sub-committee.
- d) The Council's transport and parking policies;
- e) Development and review of the Council's Local Transport Plan and the Highway Maintenance Plan contained therein; and

Finance & Economic Development Scrutiny Sub-Committee

To fulfil all the functions of a Scrutiny Sub-Committee set out in the general terms of reference as they relate to finance and economic development ; and in particular to:

- a) Overview of the Best Value process;
- b) Issues relating to performance and service delivery generally;
- c) Matters relating to budget, finance and asset management generally;
- d) Matters relating to the economic development of the borough and its constituent areas;
- e) The development of community councils.

Health & Social Care Scrutiny Sub-Committee

To fulfil all the functions of a Scrutiny Sub-Committee set out in the general terms of reference as they relate to health and social care and in particular (but not limited to):

- (a) Residential and day care, family placements, domiciliary care, respite care;
- (b) Social work for children, young persons, elderly people, people with physical disabilities, people with mental health problems and learning difficulties and children with special needs;
- (c) Home care service, staffing and emergency response for elderly persons in sheltered housing, hospital social workers;
- (d) Fostering and adoption, family support service;
- (e) Funerals under the provision of the National Assistance Act 1948;
- (f) Transport service for client groups;
- (g) Youth offending services;
- (h) Meals production and distribution service;
- (i) Registration and inspection;
- (j) Assisting in the development of the Council's Children's Services Plan, and Community Care Plan;
- (k) Assisting in the development of the Community Strategy as it relates to health;
- (l) Reviewing HImP;
- (m) Collaborative working with health agencies in the area;
- (n) Reviewing health reconfigurations;
- (o) Assessing the impact of the Council's and other agencies services on the health of the boroughs residents; and
- (p) Reviewing the integration of social services and health.

Housing Scrutiny Sub-Committee

To fulfil all the functions of a Scrutiny Sub-Committee set out in the general terms of reference as they relate to housing and in particular (but not limited to):

- (a) Management of the Council's housing stock;
- (b) Development of partnerships with external organisations to meet housing need and regenerate unsatisfactory housing;
- (c) Improvement of private sector housing;
- (d) Relationships with the Housing Corporation and Registered Social Landlords in the Borough;
- (e) Relationships with stakeholder groups in the borough;
- (f) Grants and loans to owner occupiers, tenants landlords, and/or developers;
- (g) Homelessness and re-housing;
- (h) Special needs housing.

OVERVIEW & SCRUTINY COMMITTEE APPOINTMENTS 2003/04

1. ENVIRONMENT & COMMUNITY SUPPORT SCRUTINY SUB-COMMITTEE

Election of Chair

Liberal Democrat Nomination

Labour Nomination Councillor Barrie Hargrove

Election of Vice-Chair

Liberal Democrat Nomination Councillor Gavin O'Brien

Labour Nomination

Full Members

Liberal Democrat Nominations (3) Councillor Gavin O'Brien
Councillor Lisa Rajan
Councillor Anne Yates

Labour Nominations (3) Councillor Alfred Banya
Councillor Barrie Hargrove
Councillor Alison Moise

Conservative Nomination (1) Councillor

Reserve Members

Liberal Democrat Nominations (2) Councillor Maggie Ambrose
Councillor Graham Neale

Labour Nominations (2) Councillor Alun Hayes
Councillor Robert Smeath

Conservative Nomination (1) Councillor

2. EDUCATION YOUTH & LEISURE SCRUTINY SUB-COMMITTEE

Election of Chair

Liberal Democrat Nomination

Labour Nomination

Councillor Andy Simmons

Election of Vice-Chair

Liberal Democrat Nomination

Councillor Lisa Rajan

Labour Nomination

Full Members

Liberal Democrat Nominations (3) Councillor Lisa Rajan

Councillor Eliza Mann

Councillor Graham Neale

Labour Nominations (3)

Councillor Andy Simmons

Councillor Robert Smeath

Councillor Alun Hayes

Conservative Nomination (1)

Councillor Kenny Mizzi

Reserve Members

Liberal Democrat Nominations (2) Councillor Maggie Ambrose

Councillor Columba Blango

Labour Nominations (2)

Councillor Norma Gibbes

Councillor Aubyn Graham

Conservative Nomination (1)

Councillor Lewis Robinson

3. REGENERATION & TRANSPORT SCRUTINY SUB-COMMITTEE

Election of Chair

Liberal Democrat Nomination Councillor Neil Watson

Labour Nomination

Election of Vice-Chair

Liberal Democrat Nomination

Labour Nomination Councillor Paul Bates

Full Members

Liberal Democrat Nominations (4) Councillor Neil Watson
Councillor Graham Neale
Councillor
Councillor

Labour Nominations (3) Councillor Paul Bates
Councillor Billy Kayada
Councillor Sarah Welfare

Conservative Nomination (1) Councillor David Bradbury

Reserve Members

Liberal Democrat Nominations (3) Councillor Anne Yates
Councillor
Councillor

Labour Nominations (2) Councillor Alfred Banya
Councillor Dermot McInerney

Conservative Nomination (1) Councillor Kenny Mizzi

4. FINANCE & ECONOMIC DEVELOPMENT SCRUTINY SUB-COMMITTEE

Election of Chair

Liberal Democrat Nomination

Labour Nomination

Conservative Nomination

Councillor Toby Eckersley

Election of Vice-Chair

Liberal Democrat Nomination

Councillor Stephen Flannery

Labour Nomination

Full Members

Liberal Democrat Nominations (3) Councillor Stephen Flannery

Councillor Jeff Hook

Councillor Jonathan Hunt

Labour Nominations (3)

Councillor Michelle Pearce

Councillor Mark Glover

Councillor Tayo Situ

Conservative Nomination (1)

Councillor Toby Eckersley

Reserve Members

Liberal Democrat Nominations (2) Councillor Neil Watson

Councillor Eliza Mann

Labour Nominations (2)

Councillor Charlie Smith

Councillor Billy Kayada

Conservative Nomination (1)

Councillor William Rowe

5. HEALTH & SOCIAL CARE SCRUTINY SUB-COMMITTEE

Election of Chair

Liberal Democrat Nomination Councillor Eliza Mann

Labour Nomination

Election of Vice-Chair

Liberal Democrat Nomination

Labour Nomination Councillor Dominic Thorncroft

Full Members

Liberal Democrat Nominations (3) Councillor Eliza Mann
Councillor Denise Capstick
Councillor Gavin O'Brien

Labour Nominations (3) Councillor Dominic Thorncroft
Councillor Dora Dixon-Fyle
Councillor Vicky Naish

Reserve Members

Liberal Democrat Nominations (2) Councillor
Councillor

Labour Nominations (2) Councillor Lorraine Lauder
Councillor Veronica Ward

6. HOUSING SCRUTINY SUB-COMMITTEE

Election of Chair

Liberal Democrat Nomination Councillor Anne Yates

Labour Nomination

Conservative Nomination

Election of Vice-Chair

Liberal Democrat Nomination

Labour Nomination Councillor Fiona Colley

Conservative Nomination

Full Members

Liberal Democrat Nominations (3) Councillor Anne Yates
Councillor Jonathan Hunt
Councillor Dr Olayiwola

Labour Nominations (3) Councillor Fiona Colley
Councillor Charlie Smith
Councillor Abdul Mohamed

Reserve Members

Liberal Democrat Nominations (2) Councillor
Councillor

Labour Nominations (2) Councillor Tony Ritchie
Councillor Mick Barnard