

Committee:	Sustainable Communities Overview and Scrutiny Panel
Date:	4 July 2017
Wards:	All
Subject:	Sustainable Communities Overview and Scrutiny Panel Work Programme 2017/18
Lead officer:	Annette Wiles, Scrutiny Officer
Lead member:	Cllr Abigail Jones, Chair of the Sustainable Communities Overview and Scrutiny Panel
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Recommendations:

That members of Sustainable Communities Overview and Scrutiny Panel:

- i. Consider their work programme for the 2017/18 municipal year, and agree issues and items for inclusion (see draft in Appendix 1);
 - ii. Consider the methods by which the Panel would like to scrutinise the issues/items agreed;
 - iii. Identify a Member to lead on performance monitoring on behalf of the Panel;
 - iv. Identify a Member to lead on budget scrutiny on behalf of the Panel;
 - v. Agree on an issue for scrutiny by a task group and appoint members to the Task Group;
 - vi. Consider the appointment of co-opted members for the 2017/18 municipal year, to sit on the Panel and/or on the Task Group;
 - vii. Consider whether they wish to make visits to local sites; and
 - viii. Identify any training and support needs.
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1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to support and advise Members to determine their work programme for the 2017/18 municipal year.
- 1.2 This report sets out the following information to assist Members in this process:
 - a) The principles of effective scrutiny and the criteria against which work programme items should be considered;
 - b) The roles and responsibilities of the Sustainable Communities Overview and Scrutiny Panel;
 - c) The findings of the consultation programme undertaken with councillors and co-opted members, Council senior management, voluntary and community sector organisations, partner organisations and Merton residents;
 - d) A summary of discussion by councillors and co-opted members at a topic selection workshop held on 20 June 2017; and

e) Support available to the Sustainable Communities Overview and Scrutiny Panel to determine, develop and deliver its 2017/18 work programme.

2. **Determining the Sustainable Communities Overview and Scrutiny Panel Annual Work Programme**

- 2.1 Members are required to determine their work programme for the 2017/18 municipal year to give focus and structure to scrutiny activity to ensure that it effectively and efficiently supports and challenges the decision-making processes of the Council, and partner organisations, for the benefit of the people of Merton.
- 2.2 The Sustainable Communities Overview and Scrutiny Panel has a specific role relating to housing, environmental sustainability, culture, enterprise and skills, libraries and transport scrutiny and to performance monitoring that should automatically be built into their work programmes.
- 2.3 The Sustainable Communities Overview and Scrutiny Panel may choose to scrutinise a range of issues through a combination of pre-decision scrutiny items, policy development, performance monitoring, information updates and follow up to previous scrutiny work. Any call-in work will be programmed into the corporate calendar as required.
- 2.4 The Sustainable Communities Overview and Scrutiny Panel has six scheduled meetings over the course of 2017/18, including the scheduled budget meeting (representing a maximum of 18 hours of scrutiny per year – assuming 3 hours per meeting). Members will therefore need to be selective in their choice of items for the work programme.

Principles guiding the development of the scrutiny work programme

- 2.5 The following key principles of effective scrutiny should be considered when the Commission determines its work programme:
- **Be selective** – There is a need to prioritise so that high priority issues are scrutinised given the limited number of scheduled meetings and time available. Members should consider what can realistically and properly be reviewed at each meeting, taking into account the time needed to scrutinise each item and what the session is intended to achieve.
 - **Add value with scrutiny** – Items should have the potential to ‘add value’ to the work of the council and its partners. If it is not clear what the intended outcomes or impact of a review will be then Members should consider if there are issues of a higher priority that could be scrutinised instead.
 - **Be ambitious** – The Panel should not shy away from carrying out scrutiny of issues that are of local concern, whether or not they are the primary responsibility of the council. The Local Government Act 2000 gave local authorities the power to do anything to promote economic, social and environmental well being of local communities. Subsequent Acts have conferred specific powers to scrutinise health services, crime and disorder issues and to hold partner organisations to account.

- **Be flexible** – Members are reminded that there needs to be a degree of flexibility in their work programme to respond to unforeseen issues/items for consideration/comment during the year and accommodate any developmental or additional work that falls within the remit of this Panel. For example Members may wish to question officers regarding the declining performance of a service or may choose to respond to a Councillor Call for Action request.
- **Think about the timing** – Members should ensure that the scrutiny activity is timely and that, where appropriate, their findings and recommendations inform wider corporate developments or policy development cycles at a time when they can have most impact. Members should seek to avoid duplication of work carried out elsewhere.

Models for carrying out scrutiny work

2.6 There are a number of means by which the Sustainable Communities Overview and Scrutiny Panel can deliver its work programme. Members should consider which of the following options is most appropriate to undertake each of the items they have selected for inclusion in the work programme:

Item on a scheduled meeting agenda/ hold an extra meeting of the Panel	<ul style="list-style-type: none"> ■ The Panel can agree to add an item to the agenda for a meeting and call Cabinet Members/ Officers/Partners to the meeting to respond to questioning on the matter ■ A variation of this model could be a one-day seminar-scrutiny of issues that, although important, do not merit setting up a 'task-and-finish' group.
Task Group	<ul style="list-style-type: none"> ■ A small group of Members meet outside of the scheduled meetings to gather information on the subject area, visit other local authorities/sites, and speak to service users, expert witnesses and/or Officers/Partners. The Task Group can then report back to the Commission with their findings to endorse the submission of their recommendations to Cabinet/Council ■ This is the method usually used to carry out policy reviews
The Panel asks for a report then takes a view on action	<ul style="list-style-type: none"> ■ The Panel may need more information before taking a view on whether to carry out a full review so asks for a report – either from the service department or from the Scrutiny Team – to give them more details.
Meeting with service Officer/Partners	<ul style="list-style-type: none"> ■ A Member (or small group of Members) has a meeting with service officers/Partners to discuss concerns or raise queries. ■ If the Member is not satisfied with the outcome or believes that the Panel needs to have a more in-depth review of the matter they take it back to the Panel for discussion
Individual Members doing some initial research	<ul style="list-style-type: none"> ■ A member with a specific concern carries out some research to gain more information on the matter and then brings his/her findings to the attention of the Panel if s/he still has concerns. ■ A new model of scrutiny review has recently been developed and trialled; a rapporteur review where an individual member undertakes a review with the

2.7 Note that, in order to keep agendas to a manageable size, and to focus on items to which the Panel can make a direct contribution, the Panel may choose to take some “information only” items outside of Panel meetings, for example by email.

Support available for scrutiny activity

2.8 The Overview and Scrutiny function has dedicated scrutiny support from the Scrutiny Team to:

- Work with the Chair and Vice-Chair of the Panel to manage the work programme and coordinate the agenda, including advising officers and partner organisations on information required and guidance for witnesses submitting evidence to a scrutiny review;
- Provide support for scrutiny members through briefing papers, background material, training and development seminars, etc;
- Facilitate and manage the work of the task and finish groups, including research, arranging site visits, inviting and briefing witnesses and drafting review reports on behalf on the Chair; and
- Promote the scrutiny function across the organisation and externally.

2.9 The Sustainable Communities Overview and Scrutiny Panel will need to assess how it can best utilise the available support from the Scrutiny Team to deliver its work programme for 2017/18.

2.10 The Panel is also invited to comment on any briefing, training and support that is needed to enable Members to undertake their work programme. Members may also wish to undertake visits to local services in order to familiarise themselves with these. Such visits should be made with the knowledge of the Chair and will be organised by the Scrutiny Team.

2.11 The Scrutiny Team will take the Sustainable Communities Overview and Scrutiny Panel’s views on board in developing the support that is provided.

2.12 This year, in response to the results of the scrutiny annual survey, the Scrutiny Team will also explore with chairs and vice chairs the use of external experts and the quality of evidence provided to Panels to understand what else might be done to improve the use of both. This will be done as part of the work programme process.

3. Selecting items for the Scrutiny Work Programme

3.1 The Sustainable Communities Overview and Scrutiny Panel sets its own agenda within the scope of its terms of reference. It has the following remit:

- Housing, including housing need, affordable housing and private sector housing;
- Environmental sustainability, including energy, waste management, parks and open spaces and the built environment;
- Culture, including tourism, museums, arts, sports and leisure;
- Enterprise and skills, including regeneration, employment, adult education and libraries; and

- Transport.

- 3.1 The Scrutiny Team has undertaken a campaign to gather suggestions for issues to scrutinise either as agenda items or task group reviews. Suggestions have been received from members of the public, councillors and partner organisations including the police, NHS and Merton Voluntary Service Council. Issues that have been raised repeatedly at Community Forums have also been included. The Scrutiny Team has consulted departmental management teams in order to identify forthcoming issues on which the Panel could contribute to the policymaking process.
- 3.2 A description of all the suggestions received is set out in Appendix 2.
- 3.3 The councillors who attended a “topic selection” workshop on 20 June 2017 discussed these suggestions. Suggestions were prioritised at the workshop using the criteria listed in Appendix 3. In particular, participants sought to identify issues that related to the Council’s strategic priorities or where there was underperformance; issues of public interest or concern and issues where scrutiny could make a difference.
- 3.4 A note of the workshop discussion relating to the remit of the Panel is set out in Appendix 4.
- 3.5 Appendix 1 contains a draft work programme that has been drawn up, taking the workshop discussion into account, for the consideration of the Panel. The Panel is requested to discuss this draft and agree any changes that it wishes to make.
- 4. Task group reviews**
- 4.1 The Panel is invited to select an issue for in-depth scrutiny and establish a task group.
- 5. Co-option to the Panel membership**
- 5.1 Scrutiny Panels can consider whether to appoint non-statutory (non-voting) co-optees to the membership, in order to add to the specific knowledge, expertise and understanding of key issues to aid the scrutiny function. Panels may also wish to consider whether it may be helpful to co-opt people from “seldom heard” groups.
- 6. Public involvement**
- 6.1 Scrutiny provides extensive opportunities for community involvement and democratic accountability. Engagement with service users and with the general public can help to improve the quality, legitimacy and long-term viability of recommendations made by the Panel.
- 6.2 Service users and the public bring different perspectives, experiences and solutions to scrutiny, particularly if “seldom heard” groups such as young people, disabled people, people from black and minority ethnic communities and people from lesbian gay bisexual and transgender communities are included.

- 6.3 This engagement will help the Panel to understand the service user's perspective on individual services and on co-ordination between services. Views can be heard directly through written or oral evidence or heard indirectly through making use of existing sources of information, for example from surveys. From time to time the Panel/Task Group may wish to carry out engagement activities of its own, by holding discussion groups or sending questionnaires on particular issues of interest.
- 6.4 Much can be learnt from best practice already developed in Merton and elsewhere. The Scrutiny Team will be able to help the Panel to identify the range of stakeholders from which it may wish to seek views and the best way to engage with particular groups within the community.

7. ALTERNATIVE OPTIONS

- 7.1 A number of issues highlighted in this report recommend that Panel members take into account certain considerations when setting their work programme for 2017/18. The Sustainable Communities Overview and Scrutiny Panel is free to determine its work programme as it sees fit. Members may therefore choose to identify a work programme that does not take into account these considerations. This is not advised as ignoring the issues raised would either conflict with good practice and/or principles endorsed in the Review of Scrutiny, or could mean that adequate support would not be available to carry out the work identified for the work programme.
- 7.2 A range of suggestions from the public, partner organisations, officers and Members for inclusion in the scrutiny work programme are set out in the appendices, together with a suggested approach to determining which to include in the work programme. Members may choose to respond differently. However, in doing so, Members should be clear about expected outcomes, how realistic expectations are and the impact of their decision on their wider work programme and support time. Members are also free to incorporate into their work programme any other issues they think should be subject to scrutiny over the course of the year, with the same considerations in mind.

8. CONSULTATION UNDERTAKEN OR PROPOSED

- 8.1 To assist Members to identify priorities for inclusion in the Panel's work programme, the Scrutiny Team has undertaken a campaign to gather suggestions for possible scrutiny reviews from a number of sources:
- a. Members of the public have been approached using the following tools: articles in the local press, My Merton and Merton Together, request for suggestions from all councillors and co-opted members, letters to partner organisations and to a range of local voluntary and community organisations, including those involved in the Inter-Faith Forum and members of the Lesbian Gay and Transgender Forum;
 - b. Councillors have put forward suggestions by raising issues in scrutiny meetings, via the Overview and Scrutiny Member Survey 2017, and by contacting the Scrutiny Team direct; and
 - c. Officers have been consulted via discussion at departmental management team meetings.

9. FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 9.1 There are none specific to this report. Scrutiny work involves consideration of the financial, resource and property issues relating to the topic being scrutinised. Furthermore, scrutiny work will also need to assess the implications of any recommendations made to Cabinet, including specific financial, resource and property implications.

10. LEGAL AND STATUTORY IMPLICATIONS

- 10.1 Overview and scrutiny bodies operate within the provisions set out in the Local Government Act 2000, the Health and Social Care Act 2001 and the Local Government and Public Involvement in Health Act 2007.
- 10.2 Scrutiny work involves consideration of the legal and statutory issues relating to the topic being scrutinised. Furthermore, scrutiny work will also need to assess the implications of any recommendations made to Cabinet, including specific legal and statutory implications.

11. HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

- 11.1 It is a fundamental aim of the scrutiny process to ensure that there is full and equal access to the democratic process through public involvement and engagement. The reviews will involve work to consult local residents, community and voluntary sector groups, businesses, hard to reach groups, partner organisations etc and the views gathered will be fed into the review.
- 11.2 Scrutiny work involves consideration of the human rights, equalities and community cohesion issues relating to the topic being scrutinised. Furthermore, scrutiny work will also need to assess the implications of any recommendations made to Cabinet, including specific human rights, equalities and community cohesion implications.

12. CRIME AND DISORDER IMPLICATIONS

- 12.1 In line with the requirements of the Crime and Disorder Act 1998 and the Police and Justice Act 2006, all Council departments must have regard to the impact of services on crime, including anti-social behaviour and drugs. Scrutiny review reports will therefore highlight any implications arising from the reviews relating to crime and disorder as necessary.

13. RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

- 13.1 There are none specific to this report. Scrutiny work involves consideration of the risk management and health and safety issues relating to the topic being scrutinised. Furthermore, scrutiny work will also need to assess the implications of any recommendations made to Cabinet, including specific risk management and health and safety implications.

14. APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

- 14.1 Appendix I – Sustainable Communities Overview and Scrutiny Panel draft work programme 2017/18

- 14.2 Appendix 2 – Summary of topics relating to the Sustainable Communities Overview and Scrutiny Panel’s remit suggested for inclusion in the scrutiny work programme
 - 14.3 Appendix 3 – Selecting a Scrutiny Topic – criteria used at the workshop on 20 June 2017
 - 14.4 Appendix 4 – Notes from discussion of topics relating to the remit of the Sustainable Communities Overview and Scrutiny Panel, Scrutiny Topic Selection Workshop on 20 June 2017
- 15. BACKGROUND PAPERS**
- 15.1 None

Draft work programme 2017/18

Meeting date – 4 July 2017

Item/Issue
Merton's response to the Grenfell Tower fire – update report
Cabinet Member priorities (Community and Culture/Regeneration, Environment and Housing)
Performance monitoring
Facilities for physical activity in children's playgrounds – update report
South London Waste Partnership: Phase C <ul style="list-style-type: none"> • Update report • Ride-along report back
Setting the scrutiny work programme 2017/18
Task group - scoping

Meeting date – 5 September 2017

Cabinet Member priorities (Street Cleanliness and Parking)
Performance monitoring
Public space protection orders - briefing
Commercialisation task group – action plan review
Housing deep dive: <ul style="list-style-type: none"> • Provision for care leavers and homeless in borough • Progress against the housing supply task group recommendations • Safety issues (Clarion Housing Group) • Local Authority Property Co presentation
Work programme

PTLC: scheduled for 17 October 2017

Meeting date – 2 November 2017

Performance monitoring
Budget/business planning - round 1
South London Waste Partnership – Phase C performance monitoring
Local plan – pre-decision scrutiny
Morden re-development – pre-decision scrutiny
Air quality task group – draft final report
Work programme

Meeting date - 10 January 2018

Performance monitoring
Budget/business planning - round 2
Clarion Housing Group – Q&A with Clarion representatives
Adult education - annual report
Work programme

Meeting date - 21 February 2018

Performance monitoring
Libraries and heritage - annual report
South London Waste Partnership – Phase C new service provision
Walking and cycling routes – update report/consultation feedback
Development and planning control – update report
New task group - draft final report
Work programme

Meeting date – 20 March 2018

Performance monitoring
Highways and maintenance – pre-decision scrutiny of contract renewal
Town centre regeneration - presentation
Commercialisation task group - action plan review
Air quality task group – Cabinet response and action plan
Diesel levy implementation – update report
Merton Abbey Mills – update report
Work programme

TBC (as required):

- Leisure centres
- Wimbledon and Crossrail2

Topic suggestions received in relation to the remit of the Sustainable Communities Overview and Scrutiny Panel 2017/18

The following topics have been suggested by residents, members and officers:

- Budget/business planning
- Cabinet Member priorities
- Performance monitoring
- Mayor of London's plans
- Implementation of the recommendations of the Commercialisation task group
- Air quality
- Congestion/traffic hot spots
- Diesel levy implementation
- Walking/cycling routes
- Care leavers and young people accommodation
- Clarion Housing Group
- Housing and homelessness
- Crossovers
- Parking
- Library and Heritage Service annual report
- Merton Adult Education update report
- Facilities for physical activity in children's playgrounds
- Leisure centres
- Public space protection plans
- Public toilets
- South London Waste Partnership
- Development and planning control
- Highways contract
- Local Plan
- Tourism
- Town centre regeneration
- Wimbledon and Crossrail2
- WimbleTech
- Environmental health, trading standards and licensing shared service

BUDGET/BUSINESS PLANNING	
Who suggested it?	This is a standing, annually returning item.
Summary	<p>Members are asked to consider all aspects of the budget that relate to the appropriate elements of the departmental budgets for Community & Housing and Environment & Regeneration. This can include:</p> <ul style="list-style-type: none"> • Amendments to previously agreed savings; • New departmental saving proposals; • Budget growth proposals; • The resulting impact on the Medium Term Financial Strategy; and • Relevant service plans.

Scrutiny type	Pre-decision scrutiny
Timing	This takes place in two rounds; <u>2 November 2017 and 10 January 2018</u> (agreed)
Guidance	<p>Caroline Holland, Director of Corporate Services, will provide training before the January meeting giving a detailed guide to the Medium Term Financial Strategy. <u>All members are encouraged to attend.</u> This includes those who have attended previously as guidance is provided on the current financial position.</p> <p>Guidance is also available produced by the Local Government Association: Scrutiny of finance – Councillor workbook.</p>
Expert(s)	Caroline Holland, Director of Corporate Services, will attend both meetings.

CABINET MEMBER PRIORITIES	
Who suggested it?	This is a standing annual (possibly bi-annual) item.
Summary	<p>The Cabinet Members for Community and Culture, Regeneration, Environment and Housing and Cleanliness and Parking to present their priorities and progress against these to the Panel and provide the opportunity for Panel members to ask questions.</p>
Scrutiny type	Executive oversight
Timing	<u>4 July 2017</u> (agreed) - also possibly at 10 January 2018 meeting for an update

PERFORMANCE MONITORING	
Who suggested it?	This is a standing item, taken at every meeting.
Summary	<p>The performance report features a range of key performance indicators from the Environment & Regeneration and Community & Housing Departments. This therefore acts as a health check for the Panel and as such is over and above the more detailed thematic reports scheduled to the Panel.</p> <p><u>In accordance with the accepted recommendations contained in the commercialisation task group report, the Panel should receive performance reports from the Environment and Regeneration Department following large scale events.</u></p>
Scrutiny type	Performance monitoring
Timing	<u>Taken every meeting (agreed).</u>
Guidance	<ul style="list-style-type: none"> • Putting financial and performance management information to good use (Centre for Public Scrutiny) • Performance management – councillor workbook (Local Government Association) • Using evidence in scrutiny: Centre for Public Scrutiny

Expert(s)	Every year the Panel can decide to appoint a lead member for monitoring performance data who will work closely with officers to build their understanding of the data and drive the effectiveness of performance monitoring. It is within the Panel's gift to determine whether or not to appoint a performance lead for this year and then for them to determine how they may wish to work in order to support the Panel in this aspect of its work.
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MAYOR OF LONDON'S PLANS	
Who suggested it?	Members of the Environment & Regeneration Departmental Management Team
Summary	<p>The Mayor of London sets the overall vision for London including creating plans and policies for the capital that relate to the remit of the Panel including:</p> <ul style="list-style-type: none"> • Business and economy; • Environment; • Housing and land; • Planning; • Regeneration; and • Transport <p>It has been recommended by members of the Environment & Regeneration Departmental Management Team that the Panel review these to understand more about how they affect Merton and its strategic direction and policies. Panel members could request an update report from officers to make this possible or include these where relevant in other agreed agenda items.</p>
Scrutiny type	Scrutiny review/update report
Timing	TBC
Expert(s)	Leonie Cooper, London Assembly Member for Merton and Wandsworth.

IMPLEMENTATION OF THE RECOMMENDATIONS OF THE COMMERCIALISATION TASK GROUP	
Who suggested it?	This is the completion of an item from last year's work programme.
Summary	The task group's report was accepted by Cabinet (December 2016) and a departmental action plan on how to achieve the recommendations was received by the Panel in February 2017 (here – item 8). A report of progress against the action plan is due during this municipal year (one of the recommendations of the task group is for the Sustainable Communities Overview and Scrutiny Panel to have a focus on commercial activity annually). Many of the recommendations

	need to be actioned before April 2018 and therefore it may be appropriate to review progress against the action plan twice during this municipal year.
Scrutiny type	Scrutiny review (task group)
Timing	<u>5 September 2017 (agreed)</u> and possibly on one further occasion before the end of the municipal year.

AIR QUALITY	
Who suggested it?	This is the completion of an item from last year's work programme.
Summary	<p>In September 2016, the Panel commissioned a task group to look at how to improve air quality in Merton. This is very timely as it coincides with the review of the Merton Air Quality Action Plan. The task group is focusing on the role of the planning system, reducing pollution at construction sites as well as how to make effective use of monitoring and enforcement. It is also considering strategic leadership to improve air quality across south west London. The draft final task group report will be presented to the Panel at its meeting in September 2017 for approval. This will then go to Cabinet for approval and/or comment after which an action plan to deliver any recommendations in the report will be presented to the Panel in March 2018.</p> <p>Several representations have been received about air quality from both residents and members as part of this year's topic suggestion process. These focus on how traffic management may be making air quality worse. These have been forwarded to the task group for its consideration and are also picked-up under the congestion item below. However, given the number of representations, including from members, the Panel will need to consider if the work of the task group is sufficient for this issue for this municipal year.</p>
Scrutiny type	Task group
Timing	<u>5 September 2017</u> – final report (agreed) and <u>20 March 2018</u> – action plan.

CONGESTION/TRAFFIC HOT SPOTS	
Who suggested it?	Panel members
Summary	<p>Congestion on Merton's roads can have a negative impact in terms of both economic and social costs. These costs can damage the competitiveness and attractiveness of Merton as a place to live. It also affects air quality which has been established as a factor in thousands of deaths each year in the UK.</p> <p>Whilst the Air Quality Task Group is looking at this with regard to the impact of congestion on public health, Panel members</p>

	<p>feel there is a need to look at this more broadly.</p> <p>Members could request an update paper to be provided by officers to establish the extent of congestion in the borough and what action is being taken by the Council to address and lessen the impact. This might also lend itself to a deep-dive activity.</p>
Scrutiny type	Executive oversight (potentially a scrutiny review through a deep-dive)
Guidance	None provided
Guest(s)	Representatives of Transport for London which is responsible for red routes through the borough.
Expert(s)	Caroline Pidgeon MBE, London Assembly Member and Chair of the Assembly Transport Committee. This undertook an enquiry into the future of road congestion in London in 2011.

DIESEL LEVY IMPLEMENTATION	
Who suggested it?	This is a continuation of the Panel's previous work on the diesel levy which includes pre-decision scrutiny and a call-in.
Summary	<p>A levy charge for all diesel vehicles that have a Resident, Business or Trade parking permit will be implemented through a three year phased programme starting in 2017/18. The objective of the scheme is to improve local air quality and consequently improve health outcomes. During the last municipal year, the Sustainable Communities Panel undertook pre-decision scrutiny of this policy, with the Panel's input resulting in a phased approach to the implementation of the policy. An initial call-in of the decision was heard by the Commission and a subsequent call-in was heard by the Panel.</p> <p>Minutes of the Panel's pre-decision scrutiny of the levy can be found here. Minutes of the two call-ins can respectively be found here and here.</p> <p>The Panel's on-going involvement will be to monitor the implementation and consider whether there is any evidence to demonstrate that the policy is beginning to have an impact on desired outcomes.</p>
Scrutiny type	Executive oversight/performance monitoring
Timing	TBC
Guidance	Using evidence in scrutiny : Centre for Public Scrutiny

WALKING/CYCLING ROUTES	
Who suggested it?	A Panel member through the scrutiny topic suggestion process.
Summary	The member has requested a review of cycling and walking options in Merton in order to understand what can be done to

	<p>improve take-up of these transport options and to encourage a modal shift in behaviours.</p> <p>This would provide the opportunity to address a resident representation made through the scrutiny topic suggestion process on road traffic accident hotspots for pedestrians and cyclist.</p> <p>The public health team might also be consulted on this item to provide the Panel with an overview of its work on encouraging use of other methods of travel that have health benefits.</p>
Scrutiny type	Scrutiny review (task group or individual rapporteur review)
Timing	TBC
Guest(s)	Representative from Brake, the road safety charity.
Expert(s)	Gavin Baxter, Programme Manager Cycle Blackpool (this initiative established that low levels of cycling in Blackpool weren't to do with road safety issues by low levels of bike ownership and ill-health/injuries. The Council leveraged in external funding to establish Cycle Blackpool and address these issues).

CARE LEAVERS AND YOUNG PEOPLE ACCOMMODATION	
Who suggested it?	Members of the Children and Young People Panel resolved at their meeting in March 2017 to consider accommodation for care leavers in partnership with the Sustainable Communities Panel supported by officers from the Children, Schools & Families, Community & Housing and Environment & Regeneration Departments either as a deep dive session at a Panel meeting or through a task group.
Summary	Members of the Children and Young People Panel received a joint report from the Children, Schools & Families and Community & Housing departments on accommodation for care leavers at their meeting in March 2017. This highlighted that existing housing provision isn't sufficient given current and growing numbers of care leavers. The need to work in partnership with the Community & Housing Department and <i>futureMerton</i> to generate supply was highlighted including options such as reconfiguring existing stock, larger shared accommodation and use of the private rented sector (minutes of this discussion are here). (It has been noted that access to accommodation isn't just an issue for care leavers and that this issues might be considered more broadly – see the more general item on housing below.)
Scrutiny type	Scrutiny review (ie: deep dive or task group) in partnership with the Children and Young People Overview and Scrutiny Panel.
Timing	TBC
Guidance	A guide with key questions for councillors on care leavers'

	accommodation (Barnardo's).
Guest(s)	<ul style="list-style-type: none"> • Representative from Circle Housing, the leading social housing provider in the borough. • Possibly other social landlords. • Representatives of private landlords (ie: National Landlords Association).
Expert(s)	Someone who can provide the Panel with a national perspective on accommodation for care leavers including new and innovative solutions. Barnardo's might be able to provide such an expert.
Visit	The Children in Care Council could be consulted in advance. Delegated members may attend a meeting of the Council to gather views. Alternatively, representatives of the Children in Care Council may be invited to attend the Panel and provide first hand insight/make a direct representation.

CLARION HOUSING GROUP (FORMALLY CIRCLE HOUSING)	
Who suggested it?	Continuation of the Panel's interest in scrutinising the borough's leading social housing provider. Members have also requested this through the topic suggestion process.
Summary	<p>Throughout the last municipal year, the Panel spent time looking at Circle Housing's performance (before it merged with Affinity Sutton to become Clarion). (Minutes of these discussions are here and here). This was under the provisions of the transfer agreement. Despite this agreement having expired, Councillors retain their interest in both repairs of existing stock and the regeneration of estates. Members couldn't take their scrutiny of Circle further during the last municipal year because the merger was seen as instrumental to improving the service provided. Now the merger has happened members have the opportunity to scrutinise what effect it has had on services provided to residents. <u>However, it should be noted that now the transfer agreement has expired, the Panel's ability to gain Clarion's attendance/participation may be limited.</u></p> <p>Additionally, it has been suggested by a resident that there is a need to look at the quality of the accommodation provided by another social landlord - Wandle Houses (on Colliers Wood High Street). This may lend itself to a session where other local social housing providers are also invited.</p> <p><u>Given this scrutiny will be of external bodies, the Panel may find it useful to jointly plan its scrutiny.</u></p> <p>Last year's approach of collating and preparing questions for the provider in advance for responses to be printed as part of the agenda worked well.</p>
Scrutiny type	Performance monitoring of an external provider
Timing	TBC

Guest(s)	<p>Representatives from Clarion Housing Group. The Panel may want to consider inviting other social landlords operating in the borough.</p> <p>Additionally, representatives from tenant scrutiny panels and tenant associations to provide direct representations based on their knowledge of Clarion's service. There are examples of scrutiny panels that work very closely with tenant scrutiny panels.</p>
Expert(s)	Potentially from the National Housing Federation to provide context on the social housing market.
Visit	To High Path to look at the proposed regeneration.

HOUSING AND HOMELESSNESS	
Who suggested it?	<p>Whilst not mentioned last year, homelessness has been recommended four times by residents for inclusion in this year's topic suggestion pack. They all report concern at the noticeable increase in rough sleepers in the borough (with Wimbledon specifically mentioned).</p>
Summary	<p>The Panel undertook a scrutiny review of housing supply (through a task group) reporting in September 2015 (here). Since this time, the Panel has reviewed progress against the recommendations of the task group (here). However, provision of sufficient housing in the borough remains one of the most pressing issues. This is exemplified by the issues faced providing sufficient accommodation for care leavers but applies much more broadly (including other vulnerable groups).</p> <p>Members, through the scrutiny topic suggestion process, have specifically requested:</p> <ul style="list-style-type: none"> • For all Panels to consider housing and homelessness and report up to the Commission on their findings; • Consideration of social housing eligibility criteria for women in domestic violence shelters; • A review of the impact of welfare changes on housing and homelessness; and • Consideration of house shares as a way of alleviating housing needs. <p>In response, the Panel could choose to make this the subject of a scrutiny review. This could bring together a range of interested and involved parties (both internal and external) to look at this issue in depth. This would provide the opportunity to look at the issue of accommodation for care leavers in context as well as to examine progress against the recommendations of the housing supply group in detail. <u>Additionally, a presentation on the Housing Company could be provided (including the business case alongside the new estates plan) in accordance with the recommendations of the commercialisation task group.</u> (If this item isn't included in the work programme, the Panel should still receive a presentation on the</p>

	Housing Company.)
Scrutiny type	Scrutiny review (deep dive or task group)
Timing	<u>TBC</u>
Guest(s)	Clarion Housing Group and other registered providers (reflecting recommendation 12 of the housing supply task group - that the Sustainable Communities Scrutiny Panel invites all Registered Providers in operation in the borough to a future meeting to gather information on their overcrowding strategies and to make any recommendations, as appropriate).
Expert(s)	Andrew Boff, London Assembly Member and the Chair of the Assembly's Housing Committee Stephen Hills, Director of Housing, South Cambridgeshire district Council to talk about the Council's housing company (Ermine Street Housing) – here .
Visit	To YCube for the Panel to experience first hand this innovative housing solution.

CROSSOVERS	
Who suggested it?	Panel members and members of the Environment & Regeneration Departmental Management Team
Summary	<p>Crossovers are the technical term for a dropped curb, allowing residents to drive across the pavement and access a property or off-street parking. Information about Merton's crossovers policy can be found here.</p> <p>The growing use of crossovers was raised by Panel members during the last municipal year in connection with the growing number of <i>Controlled Parking Zones</i> (CPZs) and the implementation of a diesel levy (through an increased charge for resident parking permits for diesel vehicles in CPZs). It was suggested that crossovers are increasing as a way to avoid the costs of residents' parking in CPZ areas. Also, that these are being installed without the correct permissions and not to the correct dimensions. Increased use of off street parking means that more gardens are being paved over having an impact on drainage and flooding.</p> <p>Members might request a report from officers to understand the implications of CPZs on crossovers and the extent to which these are being installed without the correct permissions and/or incorrectly.</p> <p>Given crossovers are strongly correlated with issues caused by resident parking, it might be beneficial to consider these with the Panel's oversight of parking in general (see below).</p>
Scrutiny type	Executive oversight/performance management
Timing	TBC

Guest(s)	Appropriate resident groups
Visit	Councillor Chung has invited officers to see the impact of crossovers in his ward (Longthorne). If this visit is undertaken, the Councillor and officers could report back to the Panel on their findings.

PARKING	
Who suggested it?	A continuation of the Panel's existing interest in parking which in the last municipal year comprised a general update with a focus on the operation of ANPR following its implementation.
Summary	<p>The Panel could again take a general update on parking operations including a further review of ANPR to consider performance following the optimisation of the service. This might also be timed to look at how to optimise the benefit provided from the free Christmas parking scheme as was initially suggested during discussion of the budget for 2017/18. Advice will need to be provided by officers on whether the review of the RINGO contract, prior to this being renewed, will be subject pre-decision scrutiny in this municipal year. Resident representations have also been received through the scrutiny topic suggestion process highlighting concerns regarding difficulties with resident parking:</p> <ul style="list-style-type: none"> • increasing parking regulations; • the perceived increase in double yellow lines; and • resident parking around stations in the borough.
Scrutiny type	Executive oversight/performance management (possible pre-decision scrutiny)
Timing	TBC (possibly timed in order to inform Christmas parking recommendations in the budget for 2018/19)
Guest(s)	Residents groups from the worst effected areas in the borough.

LIBRARY AND HERITAGE SERVICE ANNUAL REPORT	
Who suggested it?	This is a standing item.
Summary	The Panel will take its usual annual report on library and heritage services. This provides the Panel with the opportunity to review progress made with the service in the last financial year, examine performance and discuss key projects. The minutes of the Panel's previous review of library and heritage services are here .
Scrutiny type	Executive oversight/performance monitoring
Timing	<u>21 February 2018</u> (suggested – to occur a full year after the last report was received by the Panel)
Visit	The Colliers Wood Library. This would allow members to see the service in action, talk to staff and volunteers and gain

	feedback from service users. A visit could be organised for Panel members to the site. Alternatively, a Panel meeting could be held at the library rather than the Civic Centre.
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MERTON ADULT EDUCATION UPDATE REPORT	
Who suggested it?	This is a standing item. It has also been suggested by a resident through the scrutiny topic suggestion process.
Summary	Cabinet agreed in February 2016 to move to a commissioning approach for adult education. One annual report has been received by the Panel since this change but given the timing, this couldn't provide statistics for the first full year of operation. It is therefore recommended that this is taken again in the new municipal year but earlier to provide full data for the first full year of operation under the new approach and to better fit with the academic year. The minutes of the Panel's previous review of adult education are here . A representation has been received from a resident through the scrutiny topic suggestion process highlighting their concerns about how changes in the adult education sector may affect provision in Merton.
Scrutiny type	Executive oversight/performance monitoring
Timing	<u>10 January 2018</u> (suggested by the Department) - to allow time for performance data to become available and for the next report back to happen after the planned Ofsted inspection.
Visit	South Thames College to see provision first hand and interact with staff and students. A visit could be organised for Panel members to the site. Alternatively, a Panel meeting could be held at the college rather than the Civic Centre.

FACILITIES FOR PHYSICAL ACTIVITY IN CHILDREN'S PLAYGROUNDS	
Who suggested it?	This is a remaining item from the Panel's work programme from last year.
Summary	<p>The aim of this item is to understand how the borough's green space infrastructure lends itself to and is being utilised for children's physical activity, linked to efforts to address childhood obesity. It is suggested that this item will look at:</p> <ul style="list-style-type: none"> • What playground facilities exist in Merton's public parks; • Any improvements made to these recently or that are being planned; • How the public health strategy to increase the number of children and young people, and their families, who are regular users of parks, open spaces, informal recreation space and allotments is being achieved and what impact this has already had; and • Parental views of Morden's facilities in parks for children's physical activity.

Scrutiny type	Scrutiny review/update report
Timing	<u>4 July 2017 (agreed)</u>
Guidance	None given
Guest(s)	Invites have been issued to local parent groups to attend the meeting and give their views of Merton's facilities for physical activity in children's playgrounds.

LEISURE CENTRES	
Who suggested it?	Members of the Environment & Regeneration Departmental Management Team in addition to residents through the scrutiny topic suggestion process.
Summary	The Panel has provided considerable oversight of the development of the new leisure centre. It last came to the Panel at its meeting in June 2016 (here). A report to Full Council in April 2017 highlighted that construction works will commence in early July 2017 to be completed in August 2018 with the facility opening to the public in September 2018. The Panel will need to determine what scrutiny it wishes to have of the development during this period. Additionally, any item on the leisure centre may want to take the opportunity to look at this within the context of a wider report on the performance of all leisure centres in the borough. This would provide the opportunity to pick-up residents' concerns about how the affordability of access to these services can impact on the health of residents as well as concerns about retaining popular family services.
Scrutiny type	Executive oversight/performance management
Timing	TBC
Guest(s)	All Merton's current leisure centres are, and the new development will be, managed by Greenwich Leisure Limited (GLL). It may therefore be appropriate to have a member of GLL's senior management team attend the Panel meeting at which leisure services are discussed to provide insight into its management of the facilities, plans for the new site and to answer member questions.

PUBLIC SPACE PROTECTION ORDERS	
Who suggested it?	Members of the Environment & Regeneration Departmental Management Team
Summary	To brief members and consult on the transfer of dog control orders to a public space protection order. These give the Council the power to prohibit behaviour within a geographical area. The issue of dog fouling has again been raised through the topic suggestion process (on this occasion by one resident).

Scrutiny type	Pre-decision scrutiny
Timing	<u>5 September 2017</u> (suggested by the Department)
Guidance	None suggested
Guest(s)	<ul style="list-style-type: none"> • Representatives of various Friends groups associated with Merton's parks and other greenspaces. • Representatives of Idverde, the new ground maintenance contractor.

PUBLIC TOILETS	
Who suggested it?	Residents (as they did last year) through the topic suggestion process.
Summary	<p>The council has a community toilet scheme which was launched in 2009. The Sustainable Communities Scrutiny Panel considered the scheme as part of their 2009/10 work programme.</p> <p>The scheme enables the public to use toilets in facilities in the borough such as those in shops, pubs, restaurants etc. where that business has signed up to the scheme. Public toilets that the council previously ran were closed due to funding issues some time ago and there are no proposals to reinstate them.</p> <p>Currently, the community toilet scheme has seven members across the whole of the borough comprising a number of restaurants and the Council's Civic Centre premises.</p> <p>This topic was suggested for at least the last two years. This year residents have highlighted the need for public toilets to be available to the public including disabled residents. Also, that if the aspiration of 'Rediscover Mitcham' is to be achieved and extra shoppers attracted to the borough, additional toilet facilities will be required.</p> <p>Members may wish to receive an update on the Community Toilet Scheme. Alternatively, (or possibly in addition) Panel members may want to undertake a survey of the scheme in their wards to understand if it is being adequately advertised to residents and if there are other local premises owners who are willing to participate.</p>
Scrutiny type	Scrutiny review (this would lend itself to an individual rapporteur scrutiny review).
Timing	TBC

SOUTH LONDON WASTE PARTNERSHIP	
Who suggested it?	Members of the Environment & Regeneration Departmental Management Team in addition to residents and members through the topic suggestion process. NB: this is the most suggested topic this year. This is a continuation of the Panel's work in providing pre-decision scrutiny of the new contracts for

	waste (including street cleansing) and grounds maintenance as well as early performance monitoring.
Summary	<p>New contracts for grounds maintenance and waste (including street cleansing) have now been let (respectively on 1 February and 3 April 2017). The Panel has expressed its interest in continuing to monitor the performance of the services under their new contractors. This will provide the opportunity to address the representations raised by residents through the scrutiny topic suggestion process:</p> <ul style="list-style-type: none"> • On-going concerns expressed about wheeled bins including whether or not appropriate adaptations will be made to the service to cater for the needs of all residents, and whether there is sufficient space to accommodate the new arrangements on people’s properties (although at least two representations called for wheeled bins and larger receptacles for recycling to be introduced to address street litter); • Concerns about fly-tipping with reported increases (North Mitcham is specifically highlighted); • Concerns about street-cleanliness; • The provision of sufficient street bins where foot traffic is high in the borough; • How greenspaces can be run to ensure a better relationship between these and local residents in order to benefit health and wellbeing; and • Better funding for Merton’s greenspaces (with Mitcham Common specifically mentioned). <p>Additionally, the Panel has highlighted falling levels of recycling throughout 2016/17 to which it might want to provide a focus.</p> <p><u>Given this scrutiny will be of external bodies, the Panel may find it useful to jointly plan its scrutiny of the contractors.</u></p> <p>It should also be noted that the Panel may wish to structure its ongoing scrutiny of these contracts in order to respond to the motion agreed by full Cabinet in September 2016:</p> <ul style="list-style-type: none"> • <u>Provide details on what choices and flexibility will be available to residents given the Council’s stated commitment not to impose a ‘one size fits all’ waste collection service;</u> • <u>Publish a clear timeline of the engagement planned with residents and businesses across Merton on the proposed changes to their waste collection service;</u> • <u>Deliver a comprehensive strategy for engaging with Friends of Parks groups, including clarifying how they will be involved in decision making on local parks and green spaces under the new contract; and</u> • <u>Report back to the Sustainable Communities Overview and</u>

	<u>Scrutiny panel on the outcomes of the 'fine tuning exercise', including more robust savings commitments where possible.</u>
Scrutiny type	Performance monitoring of an external provider.
Timing	<u>2 November 2017</u> (performance monitoring) and <u>21 February 2018</u> (mobilisation of the new service provision). Both dates suggested by the Department.
Guest(s)	<ul style="list-style-type: none"> • Representatives from both Veolia (waste and street cleansing) and Idverde (grounds maintenance). • Representatives from resident groups/associations, to receive direct feedback on the quality of the service. • Friends/parks groups.
Visit	Councillor Sargeant has participated in a ride-along with Veolia, the contractor for waste and street-cleansing (early June) and will report back at the Panel's first meeting (4 July 2017). The ride-along took place in Kingston where the contract has been in place for longer.

DEVELOPMENT AND PLANNING CONTROL	
Who suggested it?	Raised by residents through the topic suggestion process (as they did last year). A representation has also been made by Stephen Hammond, MP for Wimbledon, Raynes Park, Morden and Motspur Park.
Summary	<p>Members last year provided scrutiny of the initial consideration of a planning shared service. The due diligence phase highlighted a range of issues that challenged the viability of a planning shared service and therefore further development was suspended (minutes of the discussion are here – item 6). Prior to the general election being called, the Government has also proposed some further changes to the planning system:</p> <ul style="list-style-type: none"> • giving local authorities the opportunity to have their housing land supply agreed on an annual basis and fixed for a one year period; • further consultation on introducing a standardised approach for local authorities in assessing housing requirements; • changing the NPPF to introduce a housing delivery test which will highlight whether the number of homes being built is on target; • increasing nationally set planning fees; and • further consultation on introducing a fee for making a planning appeal. <p>Members could request officers provide a further briefing on the planning system including examining proposed changes and the implications for Merton. This would also provide an opportunity for the issues raised through the topic suggestion process to be considered. These focus on:</p>

	<ul style="list-style-type: none"> • The quality of planning applications posted on the Council website (including: missing or inadequate drawings, missing location plans and requests for basement extensions submitted without an accompanying hydrology report); • The time taken by the planning process even when paying for pre-application advice; • The quality of oversight of planning conditions; • Ensuring developments are sympathetic to their surrounding area; and • the impact on infrastructure (ie: water supplies, rubbish and the general demands on services) caused by increasing property and people numbers.
Scrutiny type	Scrutiny review/update report. Officers feel this might work well as a task group.
Timing	TBC
Expert(s)	A representative from the National Confederation of Builders to provide an overview of what a streamlined planning system might look like.

HIGHWAYS CONTRACT	
Who suggested it?	Members of the Environment & Regeneration Departmental Management Team
Summary	<p>The Highways Works and Services Term Contract is currently held by F M Conway. During the last municipal year, the Panel was consulted on extending the contract for up to a further two years. This was unanimously supported by the Panel with the contract extended until 31 August 2019 (minutes of the discussion are here – item 7).</p> <p>Officers have indicated that work on re-letting the contract will need to begin in September 2018 and therefore any pre-decision scrutiny by the Panel will need to happen before this date.</p>
Scrutiny type	Pre-decision scrutiny.
Timing	20 March 2018 (suggested by the Department)

LOCAL PLAN	
Who suggested it?	Members of the Environment & Regeneration Departmental Management Team
Summary	<p>Merton's local plan comprises the following elements:</p> <ul style="list-style-type: none"> • Core planning strategy • Sites and policy plan and policies map • South London Waste Partnership Plan • Local development scheme • Estates local plan

	<ul style="list-style-type: none"> • Statement of community involvement • Sustainability appraisal • Supplementary planning documents • Annual monitoring report • Sustainable transport strategy and local implementation plan <p>It has been suggested that this be reviewed especially in the light of the car park disposal programme. Officers will consult the Borough Plan Advisory Committee on the detail but have indicated they would also like to consult with the Panel.</p>
Scrutiny type	Pre-decision scrutiny
Timing	<u>2 November 2017</u> (suggested by the Department)

TOURISM	
Who suggested it?	A Panel member through the scrutiny topic suggestion process.
Summary	The request is to look at the promotion of tourism across the borough with a specific focus on the theatre offer.
Scrutiny type	Scrutiny review (this might lend itself well to an individual rapporteur scrutiny review).
Timing	TBC
Guest(s)	Representatives from the Wimbledon Theatre
Visit	Possibly to Wimbledon Theatre.

TOWN CENTRE REGENERATION	
Who suggested it?	Continuation of the Panel's interest in scrutinising the on-going town centre regeneration. Additionally, various aspects of this have been raised by residents and members through the scrutiny topic suggestion process.
Summary	<p>The Panel has taken (at least annually) updates on the on-going town centre regeneration in Wimbledon, Raynes Park, Morden, Mitcham and Colliers Wood and it is suggested that this continue during this municipal year. This has previously taken the form of a presentation by officers which it is proposed be repeated as this seems to have worked well (see here for the minutes of the last presentation – item 7). This would also provide the opportunity to address the representations received during the scrutiny topic suggestion process:</p> <ul style="list-style-type: none"> • Will the Mitcham town centre regeneration have the desired outcome in terms of improvements in footfall, commerce and quality of life; and • There remain too many empty pubs and shops in the borough.

	<p><u>Additionally, the commercial services task group recommended a joint venture be developed in relation to the regeneration of Morden town centre and officers have flagged the need for pre-decision scrutiny of the on-going Morden development.</u></p> <p>It is therefore suggested that the Panel take another presentation from officers providing an update on the whole regeneration programme and that this also focus on the outcomes the programme is beginning to achieve. The Panel might want to take a focus on Morden as a separate item providing the opportunity to look at the suggested joint venture and pre-decision scrutiny.</p> <p>This item will consider the Wimbledon Masterplan. However, given the issues involved in the regeneration of Wimbledon town centre (Crossrail2), this is also considered as a separate item (see below – Wimbledon and Crossrail2).</p>
Scrutiny type	Performance monitoring and/or pre-decision scrutiny
Timing	<u>2 November 2017</u> (paper focusing on Morden development for pre-decision scrutiny) and <u>20 March 2018</u> (for an update presentation). Both dates suggested by the Department.
Guest(s)	Local resident groups to talk first hand about what has been achieved as a result of the regeneration of their local area.
Visit	Panel members may want to visit one (or more) of the town centres that have benefitted from regeneration to see this first hand.

WIMBLEDON AND CROSSRAIL2	
Who suggested it?	Members of the Environment & Regeneration Departmental Management Team and by members and residents through the scrutiny topic suggestion process.
Summary	<p>The development of Crossrail2 is proposed to significantly affect Wimbledon Town Centre and as a result the town centre regeneration is being planned taking this into account. This is to be realised through a Wimbledon Masterplan. Officers briefed Panel members during the last municipal year on how they have already been consulting with the local community to feed into this development (see the minutes here – item 7).</p> <p>It is thought Crossrail2 will hold a further consultation during this municipal year which will reflect the Council's previous submissions to the consultation in 2016. When and if it happens, the Panel will need to determine what input it wants to have to the Council's involvement in this consultation. This might reflect representations received from residents that focus on concerns regarding the likely disruption resulting from the Crossrail2 development (how this will affect disabled</p>

	residents is specifically mentioned as well as disruption in surrounding areas such as Raynes Park and Motspur Park) as well as the request to preserve Wimbledon's community and arts facilities.
Scrutiny type	Pre-decision scrutiny
Timing	TBC (dependent on the next round of Crossrail2 consultation)
Guest(s)	Representatives from The Wimbledon Society and LoveWimbledon.
Expert(s)	Representatives from London Boroughs of Bexley and Royal Borough of Greenwich that are working with Crossrail to develop and enhance the public spaces around stations affected by the Crossrail development.

WIMBLETECH	
Who suggested it?	A Panel member through the scrutiny topic suggestion process.
Summary	To look at ways to further encourage the development of the tech industry. This might be taken as part of the Wimbledon Town Centre regeneration.
Scrutiny type	Scrutiny review (this might lend itself well to an individual rapporteur scrutiny review).
Timing	TBC
Guest(s)	Representatives from WimbleTech
Visit	Possibly to WimbleTech

ENVIRONMENTAL HEALTH, TRADING STANDARDS AND LICENSING SHARED SERVICE	
Who suggested it?	This is a continuation of the Panel's previous work looking at the shared service expansion.
Summary	Since 2014, the Regulatory Services Partnership (RSP) has delivered shared regulatory services on behalf of Merton and Richmond councils. Expansion of the shared service to include Wandsworth is currently being explored. The Panel has already subjected this to pre-decision scrutiny through the provision of an update report in March 2017, the minutes from which can be reviewed here .
Scrutiny type	Pre-decision scrutiny prior to the final decision to proceed with expansion of the service to include Wandsworth.
Timing	<u>2 November 2017</u> (suggested by officers)
Guidance	Guidance might be provided by the Shared Services Task Group and its 2015 report .

Selecting a Scrutiny Topic – criteria used at the workshop on 20 June 2017

The purpose of the workshop is to identify priority issues for consideration as agenda items or in-depth reviews by the Panel. The final decision on this will then be made by the Panel at its first meeting on 4 July 2017.

All the issues that have been suggested to date by councillors, officers, partner organisations and residents are outlined in the supporting papers.

Further suggestions may emerge from discussion at the workshop.

Points to consider when selecting a topic:

- Is the issue strategic, significant and specific?
- Is it an area of underperformance?
- Will the scrutiny activity add value to the Council's and/or its partners' overall performance?
- Is it likely to lead to effective, tangible outcomes?
- Is it an issue of community concern and will it engage the public?
- Does this issue have a potential impact for one or more section(s) of the population?
- Will this work duplicate other work already underway, planned or done recently?
- Is it an issue of concern to partners and stakeholders?
- Are there adequate resources available to do the activity well?

Note of the Sustainable Communities Overview and Scrutiny Panel topic selection meeting on 20 June 2017

Attendees:

Councillor Abigail Jones (Chair)

Councillors Michael Bull, David Chung, Daniel Holden, Janice Howard, Najeeb Latif and John Sargeant.

Chris Lee, Director of Environment and Regeneration

Graeme Kane, Assistant Director - Public Space Contracting & Commissioning

John Hill, Assistant Director - Public Protection

Steve Langley, Head of Housing Needs and Strategy

Anthony Hopkins, Head of Library & Heritage Services

Alisha Muhmood, Graduate Management Trainee

Julia Regan, Head of Democracy Services (note taker)

Apologies:

Councillors Russell Makin and Nick Draper.

Budget/business planning

AGREED to continue to consider the budget and business plan and to make full use of the two stages in November and January.

Cabinet Member priorities

AGREED to invite the Cabinet Members to the July meeting and to ask them to make a short presentation with a single slide per Cabinet Member to maximise time for questions and discussion.

AGREED that Cabinet Members would be invited to subsequent meetings for specific items as and when needed.

Performance monitoring

AGREED to retain as a standing item to be taken at each meeting. Members asked that the Director continue to highlight three items of particular note.

Noted the request for performance reports following large scale events.

Mayor of London's Plans

The Director said that he was anticipating receipt of a number of draft plans in the autumn that could be shared for comment. Members noted that these would have a huge impact on Merton and London-wide and were keen to have an opportunity to discuss and input.

AGREED that the Chair and Scrutiny Officer, in discussion with the Director, should keep scrutiny of the Plans under review - possibly initially to be shared by email and then by prioritising one or two as agenda items or having an additional meeting of the Panel if necessary.

Commercialisation task group

AGREED to receive six monthly updates on progress with the implementation of the task group's recommendations.

Air quality task group

AGREED to receive the task group's draft report for approval at the Panel meeting on 2 November and Cabinet's response and action plan on 20 March 2018.

Congestion/traffic hotspots

Councillor Holden reported that, although the main focus of the air quality task group was on planning issues, it would also be considering some aspects relating to traffic.

AGREED that this was not a priority for inclusion in the 2017/18 work programme but should be kept under review and inclusion re-considered once the recommendations of the air quality task group have been received by the Panel.

Diesel levy implementation

AGREED to receive a report at the Panel's meeting on 20 March 2018. This date was chosen to allow time to collect sufficient data to be able to draw conclusions regarding the impact of the levy.

Walking and cycling routes

AGREED to receive a report focussing on work being done to develop cycle routes – this is not time sensitive and could be presented to any meeting of the Panel. Depending on timing and availability of information, this could include results of consultation being undertaken by LB Kingston.

Accommodation for care leavers and young people

and

Housing and homelessness

Noted that a new law on homelessness received royal assent in April and is likely to be enacted later in the year.

AGREED to use the September meeting for a deep dive on housing, encompassing provision for care leavers, homelessness in the borough and progress made against the recommendations of the housing supply task group. Include information on safety issues. Acknowledged that these are huge issues and there will be a need to focus the objectives for the meeting.

AGREED to receive a presentation on the Local Authority Property Company at the September meeting if there is time, otherwise at another meeting of the Panel.

Clarion Housing Group (formerly Circle Housing)

Noted that although there is no longer a requirement for Clarion to attend scrutiny meetings they have agreed to do so.

AGREED to invite the main providers of social housing in Merton to attend a meeting of the Panel. Questions would be sent to providers in advance and written responses included in the agenda pack. AGREED that Panel members would have a pre-meeting to agree and allocate follow up questions.

Crossovers

Members said that this was an area of resident concern and a cause of conflict in relation to parking space. The Director said that some scrutiny of this issue would be helpful, particularly in relation to the impact on CPZs.

AGREED to either receive a report on the issue or carry out a task group review.

ACTION: Draft terms of reference for a task group review to be brought to the July meeting of the Panel.

Parking

Members expressed interest in carrying out a task group review of parking. Issues that could be included were an update on ANPR performance, the free Christmas parking scheme, options for raising revenue from parking, promotion of greener alternatives (for example through electric charging points in car parks), parking availability in town centres.

ACTION: Draft terms of reference for a task group review to be brought to the July meeting of the Panel.

Library and Heritage Service annual report

AGREED to receive the annual report at the Panel's meeting on 21 February 2018.

Merton Adult Education update report

AGREED to receive a report at meeting on 10 January 2018 containing data for the first full year of operation plus an analysis of information provided through student feedback.

Members expressed interest in visiting South Thames College and the community venues that provide courses for learners with learning difficulties and disabilities.

Facilities for physical activity in children's playgrounds

NOTED that the Panel would receive a report at its meeting on 4 July 2017.

Leisure centres

AGREED to continue to receive progress updates as and when needed.

Public space protection orders

AGREED to receive a briefing at the Panel's meeting on 5 September 2017.

Public toilets

Noted that Morden underground station is one of a small number of termini without public toilets and discussed ways of lobbying Transport for London in relation to this through the Public Transport Liaison Committee and the Morden town centre regeneration programme.

AGREED that the issue is not a priority for inclusion in the Panel's 2017-18 work programme.

South London Waste Partnership

AGREED to receive a performance report at the Panel's meeting on 2 November 2017 and an update on service provision at the meeting on 21 February 2018. It was suggested

that it would be helpful to invite a scrutiny councillor from LB Sutton as they have also been scrutinising the SLWP.

At the Director's suggestion it was also AGREED to receive a short report at the Panel's meeting on 4 July 2017 to provide an update on the idVerde and Veolia contracts.

NOTED that Councillor Sargeant will report back on his recent "ride-along" with Kingston refuse collectors.

Development and planning control

Members have ongoing concerns regarding staffing levels in the enforcement team. The Director said that he could bring a report on operational capacity, performance and challenges facing the service.

AGREED to receive a report in January or February 2018 once government proposals on fees have been received.

Highways contract

AGREED to receive a report at the Panel's meeting on 20 March 2018 so that the Panel would have an opportunity for pre-decision scrutiny.

Local Plan

The Director explained that there would be a refresh of the core strategy around the end of the year, in parallel with the Mayor's Plan.

AGREED to receive a report so that the Panel would have an opportunity for pre-decision scrutiny.

Tourism

Members said that it would be difficult for scrutiny to add value in relation to the work already being done by Love Wimbledon, local theatres and the All England Lawn Tennis Association. They had some concerns regarding progress with the redevelopment of Merton Abbey Mills.

AGREED to receive an update report on the redevelopment of Merton Abbey Mills

Town centre regeneration

AGREED to continue to receive six-monthly updates on the on-going town centre regeneration programmes.

Wimbledon and Crossrail 2

AGREED that the Panel would want to scrutinise the plans for Crossrail2 and the Wimbledon Masterplan. Noted that Crossrail2 would be discussed by the Public Transport Liaison Committee.

AGREED that the Director would advise when it would be the appropriate time to receive a report on Crossrail2 – noted that this may not be during the 2017/18 municipal year.

ACTION: Draft terms of reference for a task group review to be brought to the July meeting of the Panel.

Wimbletech

AGREED that this was not a priority for inclusion in the panel's 2017/18 work programme as Wimbletech is largely self-supporting.

Environmental Health, Trading Standards and Licensing Shared Service

The Assistant Director-Public Protection advised that a report on this would be received by both Cabinet and Council in July. He suggested that there was therefore no need for further scrutiny at the moment and offered to provide an update report in 12-18 months.

AGREED that this was not a priority for inclusion in the 2017/18 work programme.

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