

# Overview and Scrutiny Commission Work Programme 2017/18



This table sets out the Overview and Scrutiny Commission's Work Programme for 2017/18 that was agreed by the Commission at its meeting on 6 July 2017. **Amendments have been made subsequently to invite the Borough Commander to attend on 20 September in order to give the Commission an opportunity to discuss the MOPAC consultation on potential police station closures and front office provision.**

This work programme will be considered at every meeting of the Commission to enable it to respond to issues of concern and incorporate reviews or to comment upon pre-decision items ahead of their consideration by Cabinet/Council.

The work programme table shows items on a meeting by meeting basis, identifying the issue under review, the nature of the scrutiny (pre decision, policy development, issue specific, performance monitoring, partnership related) and the intended outcomes. The last page provides information on items on the Council's Forward Plan that relate to the portfolio of the Overview and Scrutiny Commission so that these can be added to the work programme should the Commission wish to.

The Overview and Scrutiny Commission has specific responsibilities regarding budget and financial performance scrutiny and performance monitoring which it has delegated to the financial monitoring task group – agendas and minutes are published on the Council's website.

## **Scrutiny Support**

For further information on the work programme of the Overview and Scrutiny Commission please contact: -  
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**Meeting date – 6 July 2017**

<b>Scrutiny category</b>	<b>Item/Issue</b>	<b>How</b>	<b>Lead Member/ Lead Officer</b>	<b>Intended Outcomes</b>
Holding the executive to account	Leader and Chief Executive – vision, key priorities & challenges for 2017/18	Presentation	Leader of the Council Ged Curran, Chief Executive	Context for Commission’s work programme
	Merton Partnership annual report	Report	Chief Executive John Dimmer, Head of Policy, Strategy & Partnerships	Context for Commission’s work programme
Scrutiny of crime and disorder	Safer Merton Update	Report	Neil Thurlow, Community Safety Manager	Progress report
Scrutiny reviews	Embedding challenge in models of service delivery	Report	Ged Curran, Chief Executive	Follow up on recommendations of the Shared and Outsourced Services Scrutiny Task Group
	Analysis of Members’ annual scrutiny survey 2017	Report	Cllr Peter Southgate Julia Regan	Discuss findings and agree action plan for 2017/18
	Overview and Scrutiny Commission work programme 2017/18	Report	Cllr Peter Southgate Julia Regan	To agree work programme and task group reviews

**Meeting date – 20 September 2017**

<b>Scrutiny category</b>	<b>Item/Issue</b>	<b>How</b>	<b>Lead Member/ Lead Officer</b>	<b>Intended Outcomes</b>
Scrutiny of crime and disorder	Borough Commander	Report and in-depth discussion	Borough Commander	Update on crime figures & discussion of MOPAC consultation on potential police station closures & front office provision.
Holding the executive to account	Customer contact programme	Update Report	Sophie Ellis, Assistant Director of Business Improvement	Progress report for comment
Scrutiny reviews	Potential task group review for 2017/18	Report	Cllr Peter Southgate Julia Regan	Decision on whether to commence a task group review on recruitment and retention
	Financial monitoring task group	Minutes of meetings on 25 July	Cllr Hamish Badenoch Julia Regan	Financial monitoring task group

**Meeting date – 15 November 2017**

<b>Scrutiny category</b>	<b>Item/Issue</b>	<b>How</b>	<b>Lead Member/ Lead Officer</b>	<b>Intended Outcomes</b>
Budget scrutiny	Business Plan 2018/22 - information pertaining to round one of budget scrutiny	Report	Cllr Mark Allison Caroline Holland, Director of Corporate Services	To send comments to Cabinet budget meeting 11 December
Holding the executive to account	Annual Residents Survey	Report and presentation	Kris Witherington, Consultation & Community Engagement Manager	Discuss results of the annual residents survey and identify any issues for scrutiny

**Meeting date – 25 January 2018 – scrutiny of the budget**

<b>Scrutiny category</b>	<b>Item/Issue</b>	<b>How</b>	<b>Lead Member/Lead Officer</b>	<b>Intended Outcomes</b>
Budget scrutiny	Business Plan 2018/22	Report – common pack for Panels and Commission	Cllr Mark Allison, Cabinet Member for Finance Caroline Holland, Director of Corporate Services	To report to Cabinet on budget scrutiny round 2
	Business Plan update - latest info from Cabinet 15 January (if any)	Report	Cllr Mark Allison, Cabinet Member for Finance Caroline Holland, Director of Corporate Services	To report to Cabinet on budget scrutiny round 2
Scrutiny reviews	Financial monitoring task group	Minutes of meeting	Cllr Hamish Badenoch Julia Regan	To note minutes of meeting held on 14.11.17

**Meeting date – 31 January 2018**

<b>Scrutiny category</b>	<b>Item/Issue</b>	<b>How</b>	<b>Lead Member/Lead Officer</b>	<b>Intended Outcomes</b>
Holding the executive to account	Customer contact programme	Update Report	Sophie Ellis, Assistant Director of Business Improvement	Progress report for comment
	Registrars Service	Report	Sean Cunniffe, Head of Customer Contact	Progress report for comment
Scrutiny reviews	Shared and outsourced services task group	Updated action plan	Sophie Ellis, Assistant Director of Business Improvement	To scrutinise progress with implementation of task group recommendations
	Report of Commissions 2017/18 task group (if established)	Report	Cllr Peter Southgate Julia Regan	To agree report for submission to Cabinet
Scrutiny of crime and disorder	Discussion of questions for the Borough Commander	Discussion	Cllr Peter Southgate Julia Regan	Discussion to plan line of questioning for meeting on 21 March

**Meeting date – 21 March 2018**

<b>Scrutiny category</b>	<b>Item/Issue</b>	<b>How</b>	<b>Lead Officer</b>	<b>Member/Lead</b>	<b>Intended Outcomes</b>
Scrutiny of crime and disorder	Borough Commander	Report and in-depth discussion	Borough Commander		Update on policing issues
	Hate crime strategy	Report and discussion with community organisations	Neil Thurlow, Community Safety Manager Lyla Adwan-Kamara, CEO of Merton Centre for Independent Living		Update and identification of issues for further scrutiny
Holding the executive to account	Equality and Community Cohesion Strategy 2017-20	Action plan	Evereth Willis, Equality and Community Cohesion Officer		To comment on progress made with action plan
Performance management	Overview and Scrutiny Annual Report	Report	Cllr Peter Southgate Julia Regan		To approve and forward to Council
	Planning the Commission's 2018/19 work programme	Report	Cllr Peter Southgate		
Scrutiny reviews	Financial monitoring task group	Minutes of meeting	Cllr Hamish Badenoch Julia Regan		To note minutes of meeting held on 06.03.18

## **Forward plan items relating to remit of the Commission**

### **Agency Workers Contract**

Award of Contract for the supply of Temporary Agency Workers for the London Borough of Merton.

Decision due: 16 Oct 2017 by Cabinet

### **PABX Replacement**

We are tendering for the replacement telephone (PABX) system

Decision due: 29 Aug 2017 by Director of Corporate Services