

Overview and Scrutiny Commission Work Programme 2019/20



This table sets out the Overview and Scrutiny Commission's Work Programme for 2019/20 that was agreed by the Commission at its meeting on 4 July 2019.

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: -
Julia Regan, Head of Democracy Services, 0208 545 3864, Julia.regan@merton.gov.uk

Meeting date – 4 July 2019

| Scrutiny category | Item/Issue | How | Lead Member/ Lead Officer | Intended Outcomes |
|----------------------------------|--|--------------|---|---|
| Holding the executive to account | Leader and Chief Executive – vision, key priorities & challenges for 2019/20 | 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 |
| | Discussion of questions for BCU Borough Commander | | | To agree approach to questioning for the next meeting |
| Scrutiny reviews | Analysis of Members’ annual scrutiny survey 2019 | Report | Cllr Peter Southgate Julia Regan, Head of Democracy Services | Discuss findings and agree action plan for 2019/20 |
| | Report of the road safety around schools scrutiny task group | Report | Cllr Peter Southgate Julia Regan, Head of Democracy Services | To agree report for submission to Cabinet |
| | Overview and Scrutiny Commission work programme 2017/18 | Report | Cllr Peter Southgate Julia Regan, Head of Democracy Services | To agree work programme and task group reviews |

Meeting date – 11 September 2019

| Scrutiny category | Item/Issue | How | Lead Member/ Lead Officer | Intended Outcomes |
|----------------------------------|--|--|---|---|
| Scrutiny of crime and disorder | Borough Commander – crime and policing in Merton | Report and in-depth discussion | Borough Commander | To hold Borough Commander to account on crime and disorder |
| | Safer Merton Update | Report | Neil Thurlow, Community Safety Manager | Progress report to focus on ASB, knife crime & street drinking |
| Holding the executive to account | Annual Residents Survey | Report/presentation | Kris Witherington, Consultation & Community Engagement Manager | To discuss results relating to Safer and Stronger strategic themes and corporate capacity |
| Scrutiny reviews | Review of the overview and scrutiny function | Report of review carried out by Centre for Public Scrutiny | Cllr Peter Southgate Julia Regan, Head of Democracy Services | To discuss review results and agree action plan |
| | Financial monitoring task group | Minutes of meeting on 17 July and 29 August 2019 | Cllr Stephen Crowe, chair of task group Julia Regan | To note minutes of meetings |

Meeting date – 13 November 2019

| Scrutiny category | Item/Issue | How | Lead Member/ Lead Officer | Intended Outcomes |
|----------------------------------|--|----------------------------------|---|--|
| Holding the executive to account | Draft Sustainable Communities Plan | Report and discussion | John Dimmer, Head of Policy, Strategy and Partnerships | Opportunity for pre-decision scrutiny. |
| | Shared services – updated list of services | Report | Sophie Ellis, Assistant Director of Business Improvement | To assess whether there is a need for further scrutiny |
| | Universal Credit | Position statement | Caroline Holland, Director of Corporate Services | To discuss and comment on the report |
| Budget scrutiny | Business Plan 2020/24 - 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 9 December |
| Scrutiny reviews | Local Democracy Week – joint scrutiny with the youth parliament | Report | Cllr Peter Southgate Julia Regan, Head of Democracy Services | To receive report and agree next steps |
| | Road safety around schools task group | Cabinet response and action plan | Chris Lee, Director of Environment and Regeneration | To receive Cabinet response and action plan |
| | Review of the overview and scrutiny function – action plan | Report | Cllr Peter Southgate Julia Regan, Head of Democracy Services | To consider the action plan |

Meeting date – 22 January 2020 – scrutiny of the budget

| Scrutiny category | Item/Issue | How | Lead Officer | Member/Lead | Intended Outcomes |
|----------------------------------|---|--|---|--------------------|---|
| Budget scrutiny | Business Plan 2020/24 | 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 13 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 of the Business Plan 2020-2024: comments and recommendations from the overview and scrutiny panels | Report | Cllr Peter Southgate Julia Regan, Head of Democracy Services | | To report to Cabinet on budget scrutiny round 2 |
| Holding the executive to account | Universal Credit | Position statement | Caroline Holland, Director of Corporate Services | | To discuss and comment on the report |
| | Demographic profile of councillors and senior officers | Report | Caroline Holland, Director of Corporate Services | | To review and consider next steps |

Meeting date – 18 March 2020

| Scrutiny category | Item/Issue | How | Lead Member/Lead Officer | Intended Outcomes |
|----------------------------------|---|-------------------------------|--|--|
| Holding the executive to account | Veolia contract – street cleaning | Report | Chris Lee, Director of Environment and Regeneration | Case study approach to contract management |
| | Access to services through the council's website | Report | Sophie Ellis, AD, Business Improvement | Update on accessibility issues |
| Scrutiny of crime and disorder | Restorative justice | Report | Neil Thurlow, Safer Merton Roberta Evans, YOT MOPAC/RJ service provider | Discussion with providers and stakeholders |
| | Modern day slavery | Report | Dawn Jolley/Neil Thurlow | |
| Scrutiny reviews | Financial monitoring task group | Minutes of meeting | Chair of task group Julia Regan | To note minutes of meeting held on 24.02.20 |
| | Commercialisation, revenue generation and income maximisation | Report of scrutiny task group | Chair of task group Julia Regan, Head of Democracy Services | To agree report for submission to Cabinet (on 23 March or in June) |
| Scrutiny of crime and disorder | Discussion of questions for the Borough Commander | Discussion | Cllr Peter Southgate Julia Regan, Head of Democracy Services | Plan line of questioning for meeting on 2 April |

Meeting date – 2 April 2020

| Scrutiny category | Item/Issue | How | Lead Officer | Member/Lead | Intended Outcomes |
|----------------------------------|---|--------------------------------|---|-------------|--|
| Scrutiny of crime and disorder | Borough Commander – crime and policing in Merton | Report and in-depth discussion | Borough Commander | | To hold Borough Commander to account on crime and disorder |
| | Safer Merton Update | Report | Neil Thurlow, Community Safety Manager | | Progress report to focus on domestic violence |
| | | | | | |
| 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 |
| | Member Survey Results (if available) | Report | Cllr Peter Southgate Julia Regan | | To discuss results and agree action plan |
| | Planning the Commission's 2020/21 work programme | Report | Cllr Peter Southgate Julia Regan, Head of Democracy Services | | To review 2019/20 and agree priorities for 2020/21 |
| | | | | | |
| Scrutiny review | Road safety around schools –update on Cabinet action plan | Report | Chris Lee, Director Environment and Regeneration | | To comment on progress made with action plan |

Forward plan items relating to the remit of the Overview and Scrutiny Commission

Contract Award - Risk and Resilience Service 2020

Report for award of contract – report expected to contain some exempt information.

Decision due: 13 Jan 2020 by Cabinet

Award of a contract for an Enterprise GIS solution

Authorisation to award a contract for an Enterprise Geographical Information System (GIS) solution for the next five (5) years to the successful supplier. Report expected to contain some exempt information.

Decision due: 5 Dec 2019 by Director of Corporate Services

Print Managed Service Contract

To enter into a re-procured Print Managed Service contract for the supply and maintenance of corporate multi-function devices (photocopiers/printers/scanners) including replacement high volume Print room equipment. Report expected to contain some exempt information.

Decision due: 23 Mar 2020 by Cabinet