

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: -
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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
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 on the climate emergency	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 category	Item/Issue	How	Lead Officer	Member/Lead	Intended Outcomes
Holding the executive to account	Call in of Cabinet decision on 11 November on the feasibility and costs of a council tax voluntary scheme	Report and witnesses	Cllr Mark Allison, Cabinet Member for Finance Caroline Holland, Director of Corporate Services		To determine whether to refer issue back to Cabinet for reconsideration
	Universal Credit	Position statement	David Keppler, Head of Revenues and Benefits		To discuss and comment on the report
	Demographic profile of councillors and senior officers	Report and witnesses	Caroline Holland, Director of Corporate Services		To review and consider next steps

Meeting date – 12 February 2020 – additional meeting for round 2 of budget scrutiny

Scrutiny category	Item/Issue	How	Lead Officer	Member/Lead	Intended Outcomes
Budget scrutiny	Business Plan 2020/24 – update with latest information from Cabinet 27 January	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
	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
Scrutiny reviews	Review of the overview and scrutiny function – action plan	Report	Cllr Peter Southgate Julia Regan, Head of Democracy Services		Review of the overview and scrutiny function – action plan
	Cabinet response to youth parliament joint scrutiny on the climate emergency	Report	Tara Butler, Programme Manager, Environment & Regeneration		To receive Cabinet’s initial response to the recommendations plus a draft action plan
	Financial monitoring task group	Minutes of meeting on 14 January 2020	Cllr Stephen Crowe, chair of task group Julia Regan		To note minutes of meeting

Meeting date – 18 March 2020

Scrutiny category	Item/Issue	How	Lead Member/Lead Officer	Intended Outcomes
Holding the executive to account	Council's approach to contract management – street cleaning	Report	Chris Lee, Director of Environment and Regeneration	Case study approach to contract management
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	Fabiola Hickson, South London legal Partnership/ Dawn Jolley, Head of Commercial Services	To scrutinise council's employment chain
	Identify questions for the Borough Commander	Discussion	Cllr Peter Southgate Julia Regan, Head of Democracy Services	Plan line of questioning for meeting on 2 April
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

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	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)

Carry forward to 2020/21:

Access to services through the council's website – September 2020

Road safety around schools – update on Cabinet's action plan – September/November 2020

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

Award of Multi-Function Device Tender

This is to agree the award of the new Multi Function Device (MFD) tender. Report expected to contain some exempt information.

Decision due: 24 Feb 2020 by Cabinet

Adoption of the Co-Operative Party Charter on Modern Day Slavery

To adopt the Charter as called for by Council in November 2018

Decision due: by Cabinet

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

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