

# Overview and Scrutiny Commission Work Programme 2012/13



This table sets out the Overview and Scrutiny Commission's Work Programme for 2012/13 that was agreed by the Commission at its meeting on 17 July 2012. 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 Commission is asked to identify any work programme items that would be suitable for the use of an informal preparatory session (or other format) to develop lines of questioning (as recommended by the 2009 review of the scrutiny function).**

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 – 28 November 2012**

<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 2013/17 - information pertaining to round one of budget scrutiny	Report	Cllr Mark Allison Caroline Holland, Director of Corporate Services	To send comments to Cabinet budget mtg 10 December
Policy review	Monitoring the Council's equalities commitments	Report	Yvette Stanley, Director, Children Schools and Families	To comment on annual action plan update and the new draft corporate equalities scheme
Scrutiny of crime and disorder	Borough Commander	Presentation/report and in-depth discussion	Borough Commander	To discuss staffing levels (past, present and future), safer neighbourhood work and crime rates
	Review of the local multi-agency problem solving partnership (LMAPS)	Report	Annalise Elliott, Head of Safer Merton	Discuss review findings plus description of current process so can take a view on how best to encourage more cllr interaction with LMAPS
Holding the executive to account	Cabinet response to recommendations of the civil unrest task group	Report	Annalise Elliott, Head of Safer Merton	To monitor implementation of task group recommendations
Scrutiny reviews	Financial monitoring task group	Minutes of meeting	Cllr Peter Southgate Julia Regan	To note minutes of meeting held on 01. 11.12 or 06.11.12

Meeting date – 8 January 2013

Scrutiny category	Item/Issue	How	Lead Member/ Lead Officer	Intended Outcomes
Policy review	Noise nuisance	Report and in-depth discussion	Marc Dubet, Environmental Health (Pollution & Licensing) Manager	To examine the business case for extending the out of hours service and to examine the scope or a more rigorous approach to noise nuisance enforcement
Holding the executive to account	Customer contact programme	Report	Sophie Ellis, Assistant Director of Business Improvement	Progress report for comment

**Meeting date – 31 January 2012 – 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 2013/17	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 21 January incl update on balances and reserves	Report	Cllr Mark Allison, Cabinet Member for Finance Caroline Holland, Director of Corporate Services	To report to Cabinet on budget scrutiny round 2
Performance management	Draft Service Plans 2013-17	Report – common pack for Panels and Commission	Caroline Holland, Director of Corporate Services Chris Lee, Director of Environment & Regeneration	To comment and make recommendations for changes to the draft service plans

**Meeting date – 28 February 2013**

<b>Scrutiny category</b>	<b>Item/Issue</b>	<b>How</b>	<b>Lead Member/Lead Officer</b>	<b>Intended Outcomes</b>
Budget scrutiny	Scrutiny of the Business Plan 2013-17: remaining issues	Report	Caroline Holland, Director of Corporate Services	Opportunity to comment prior to consideration by Council
Policy development	Merton translation service – service review	Report and in-depth discussion	Sean Cunniffe, Head of Customer Contact	Comment on review findings, incl. profitability of different models of service
	Council tax benefit scheme	Report	David Keppler, Head of Revenues and Benefits	Update on current scheme, other councils' plans & full costings of options for future years
Scrutiny of crime and disorder	Borough Commander	Report and discussion	Borough commander	Update on future of policing in Merton
Holding the executive to account	Night time economy (follow-up on task group review)	Report	Annalise Elliott, Head of Safer Merton	Annual update on issues affecting the local night time economy
	Customer contact programme	Report	Sophie Ellis, Assistant Director of Business Improvement	Progress report for comment
Scrutiny reviews	Financial monitoring task group	Minutes of meeting	Cllr Peter Southgate Julia Regan	Note minutes of meeting held on 07.02.13

Meeting date – 30 April 2013

Scrutiny category	Item/Issue	How	Lead Member/Lead Officer	Intended Outcomes
Policy review	Data transparency	Report	Karin Lane, Head of Information	To comment on progress made, incl. Number of hits on relevant webpages
Policy development	Changing needs of the local population	Presentation and in-depth discussion	Kris Witherington, Consultation & Comm. Engagement Manager John Dimmer, Interim Head of Policy, Strategy and Partnerships	Discuss latest ward level data plus what has been achieved on “bridging the gap” objectives
Scrutiny of crime and disorder	Rehabilitation of offenders	Report	Annalise Elliott, Head of Safer Merton	Discuss current position & identify improvements
Performance management	Overview and Scrutiny Annual Report	Report	Cllr Peter Southgate Julia Regan	To approve and forward to Council
Holding Executive to account	Members' Survey 2013 - analysis	Report	Cllr Peter Southgate Julia Regan	Discuss findings and agree action plan
Scrutiny reviews	Action plan for recommendations of the civil unrest task group	Progress report	Annalise Elliott, Head of Safer Merton	To monitor implementation of task group recommendations
Scrutiny reviews	Report of task group on use of volunteers	Report	Cllr Peter Southgate Julia Regan, Head of Democracy Services	To approve task group report and forward to Cabinet

Plus minutes of financial monitoring task group meeting if held prior to 30 April (otherwise send to June meeting)