

# Overview and Scrutiny Commission Work Programme 2015/16



This table sets out the Overview and Scrutiny Commission's Work Programme for 2015/16 that was agreed by the Commission at its meeting on 14 July 2015. 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 – 14 July 2015**

<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 policing issues
	Stop and Search	Presentation and report	Chair of Merton Independent Stop & Search Monitoring Group	Understanding of stop and search
Holding the executive to account	Ensuring Council has positive impact on public health	Presentation	Kay Eilbert, Director of Public Health	To identify where scrutiny can support public health
Scrutiny reviews	Report of the Immunisation Scrutiny Task Group	Report	Cllr Brenda Fraser Kay Eilbert, Director of Public Health	To agree final report and recommendations
	Report of the Shared Services Scrutiny Task Group	Report	Cllr Peter Southgate Julia Regan	To agree final report and recommendations
	Analysis of Members' annual scrutiny survey 2015	Report	Cllr Peter Southgate Julia Regan	Discuss findings and agree action plan for 2015/16
	Overview and Scrutiny Commission work programme 2015/16	Report	Cllr Peter Southgate Julia Regan	To agree work programme and task group reviews
	Financial monitoring task group	Minutes of meeting	Cllr Peter Southgate Julia Regan	To note minutes of meeting held on 01.07.14

**Meeting date – 15 September 2015**

<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 2015/16	Presentation	Leader of the Council	Holding the executive to account
	Customer contact programme	Report	Sophie Ellis, Assistant Director of Business Improvement	Progress report for comment
	Overview of enforcement	Presentation	John Hill, Head of Public Protection	To receive overview of current policy & practice, focussing on new initiatives and the impact of moving to shared regulatory service
Scrutiny reviews	Financial monitoring task group	Minutes of meeting	Cllr Peter Southgate Julia Regan	Financial monitoring task group

**Meeting date – 24 November 2015**

<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 2016/20 - 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 7 December
Policy development	Violence against women and girls	Update report	Yvette Stanley, Director of Children Schools and Families	To discuss and comment on progress
Holding the executive to account	Travellers unauthorised encampment protocol	Draft protocol plus information on position in neighbouring boroughs	James McGinlay, Head of Sustainable Communities	To comment on draft protocol
Scrutiny reviews	Financial monitoring task group	Minutes of meeting	Cllr Peter Southgate Julia Regan	To note minutes of meeting held on 05.11.15
	Health & Wellbeing Board response to recommendations of the Immunisation task group	Action plan	Cllr Caroline Cooper-Marbiah Director of Public Health	To monitor implementation of task group recommendations

**Meeting date – 28 January 2016 – scrutiny of the budget**

<b>Scrutiny category</b>	<b>Item/Issue</b>	<b>How</b>	<b>Lead Officer</b>	<b>Member/Lead</b>	<b>Intended Outcomes</b>
Budget scrutiny	Business Plan 2016/20	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 8 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 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 8 March

**Meeting date – 8 March 2016**

<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 policing issues
	ASB Police and Crime Act	Report	John Hill, Head of Public Protection	Information on new legislation, volume of cases and breakdown of case type
	Rehabilitation Strategies	Report	Probation Service MTC Novo John Hill, Head of Public Protection	Progress report plus discussion with Probation Service and MTC Novo
Performance management	Review of arrangements for co-opted members	Report	Cllr Peter Southgate Julia Regan	To agree future arrangements for co-opted members
Scrutiny reviews	Financial monitoring task group	Minutes of meeting	Cllr Peter Southgate	To note minutes of meeting held on 23.02.16
	Outsourced services scrutiny task group	Report	Cllr Peter Southgate	Outsourced services scrutiny task group

Meeting date – 23 March 2016

Scrutiny category	Item/Issue	How	Lead Member/Lead Officer	Intended Outcomes
Policy review	Monitoring the Council's equalities commitments	Report	Yvette Stanley, Director, Children Schools and Families	To comment on annual action plan update
Holding the executive to account	Volunteering	Report	Simon Williams, Director of Community and Housing	Update on implementation of Merton Partnership Volunteering Strategy
	Funding the voluntary sector	Audit report plus discussion with CE of MVSC	Khadiru Mahdi, Chief Executive MVSC Evereth Willis, Interim Head of Policy, Strategy & Partnerships	To review and identify whether scrutiny action is needed
	Annual Report of Merton Partnership	Report	Head of Policy Strategy and Partnerships	To identify issues for scrutiny
Performance management	Overview and Scrutiny Annual Report	Report	Cllr Peter Southgate Julia Regan	To approve and forward to Council
	Analysis of Members' annual scrutiny survey 2016	Report	Cllr Peter Southgate Julia Regan	Discuss findings and agree action plan for 2016/17
Scrutiny review	Review of different models of service delivery	Report on commissioned services review plus composite recommendations to cabinet	Cllr Peter Southgate Julia Regan	To agree report and recommendations for Cabinet

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

### **Traveller protocol**

**Details** - Revised joint protocol between Merton Council and the Metropolitan Police for dealing with unauthorised encampments

**Decision due:** 7 Dec 2015 by Cabinet

**Note** – pre-decision scrutiny by Overview and Scrutiny commission scheduled for 24 November 2015

### **Shared services**

**Details** - To provide an update on work with neighbouring boroughs to develop and extend shared models of HR and legal services and to seek approval to proceed

**Decision due:** 7 December 2015 by Cabinet

### **Asset Management Plan**

**Details** - Update current Asset Management Plan 2011-2015 to include Transformation, latest MTFs, Asset Review, economic growth, regeneration and Community Right to Bid.

**Decision due:** 7 Dec 2015 by Cabinet

### **Award of Contract for Provision of Cleaning Services to LBM - Corporate Services Contract**

The contract for Cleaning Services to Corporate Services buildings, including Merton Civic Centre has been retendered in accordance with EU rules and the Council's procurement procedures. The estimated maximum potential value of the retendered contract is £1.82m for the period 01.04.16 to 31.03.20 (inclusive of a possible one year extension period.) The report recommends that the Chief Executive and Chief Officer (DCS) provide their acceptance of the tender and authorise the Award of Contract to the successful company.

**Decision due:** 12 Jan 2016 by Chief Executive