

Overview and Scrutiny Commission Work Programme 2016/17



This table sets out the Overview and Scrutiny Commission's Work Programme for 2016/17 that was agreed by the Commission at its meeting on 7 July 2016. 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 – 7 July 2016

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 2016/17	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	Rehabilitation Strategies	Report	Neil Thurlow, Community Safety Manager	Progress report plus discussion with National Probation Service and MTC Novo
	Discussion of questions to ask Borough Commander at the next meeting			
Scrutiny reviews	Report of the Shared and Outsourced Services Scrutiny Task Group	Report	Cllr Peter Southgate Julia Regan	To agree final report and recommendations
	Analysis of Members’ annual scrutiny survey 2016	Report	Cllr Peter Southgate Julia Regan	Discuss findings and agree action plan for 2016/17
	Overview and Scrutiny Commission work programme 2016/17	Report	Cllr Peter Southgate Julia Regan	To agree work programme and task group reviews

Meeting date – 20 September 2016

Scrutiny category	Item/Issue	How	Lead Member/ Lead Officer	Intended Outcomes
Scrutiny of crime and disorder	Borough Commander	Report and in-depth discussion	Borough Commander	Update on policing issues
	Disability hate crime	Report from Merton CIL	Merton Centre for Independent Living	To identify how Commission can support work on hate crime
Holding the executive to account	Customer contact programme	Update Report	Sophie Ellis, Assistant Director of Business Improvement	Progress report for comment
	Council tax consultation	Report on background to the consultation	Paul Evans, Assistant Director of Corporate Governance	Item in response to discussion at Council on 14.09.16
Scrutiny reviews	Financial monitoring task group	Minutes of meetings on 5 and 26 July	Cllr Peter Southgate Julia Regan	Financial monitoring task group

Meeting date – 15 November 2016

Scrutiny category	Item/Issue	How	Lead Member/ Lead Officer	Intended Outcomes
Budget scrutiny	Business Plan 2017/21 - 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 14 December
Pre decision scrutiny	Voluntary sector and volunteering strategy	Draft report	John Dimmer, Head of Policy, Strategy & Partnerships	To comment on draft strategy
Holding the executive to account	CCTV	Report	John Hill, Head of Public Protection	Progress report on new CCTV system
	Enforcement	Report to provide update on enforcement action taken, with focus on Planning	James McGinlay, Head of Sustainable Communities	To comment on enforcement issues & identify any further action for scrutiny

Meeting date – 26 January 2017 – scrutiny of the budget

Scrutiny category	Item/Issue	How	Lead Officer	Member/Lead	Intended Outcomes
Budget scrutiny	Business Plan 2017/21	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 16 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 Peter Southgate Julia Regan		To note minutes of meeting held on 10.11.16

Meeting date – 7 March 2017

Scrutiny category	Item/Issue	How	Lead Member/Lead Officer	Intended Outcomes
Holding the executive to account	Customer contact programme	Update Report	Sophie Ellis, Assistant Director of Business Improvement	Progress report for comment
Pre decision scrutiny	Equality and Community Cohesion Strategy 2017-20	Draft report	Evereth Willis, Equality and Community Cohesion Officer	To comment on draft strategy
Scrutiny reviews	Financial monitoring task group	Minutes of meeting	Cllr Peter Southgate	To note minutes of meeting held on 23.02.16
	Immunisation scrutiny task group	Report – action plan	Dagmar Zeuner, Director of Public Health	To monitor implementation of recommendations
	Shared and outsourced services task group	Cabinet response and action plan	Sophie Ellis, Assistant Director of Business Improvement	To receive Cabinet response and action plan
	Review of arrangements for co-opted members	Report	Cllr Peter Southgate Julia Regan	To agree future arrangements for co-opted members
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 28 March

Meeting date – 28 March 2017

Scrutiny category	Item/Issue	How	Lead Officer	Member/Lead	Intended Outcomes
Scrutiny of crime and disorder	Mayor of London's policing priorities	Report	London Assembly Member		To discuss and comment on policing priorities
	Borough Commander	Report and in-depth discussion	Borough Commander		Update on policing issues
Holding the executive to account	Violence against women and girls	Update report	John Hill, Head of Public Protection		To discuss and comment on progress
	Services for women and children in refuges	Report	John Hill, Head of Public Protection		To discuss and comment on policy and service delivery issues
	Anti-social behaviour	Report plus data	Neil Thurlow, Community Safety Manager		Update report
Performance management	Overview and Scrutiny Annual Report	Report	Cllr Peter Southgate Julia Regan		To approve and forward to Council

Forward plan items relating to remit of the Commission

Council tax support scheme

To agree the council tax support scheme for April 2017

Decision due: 23 Nov 2016 by Council

Voluntary sector and volunteering strategy

A refreshed and merged Voluntary Sector and Volunteering Strategy for the borough.

Decision due: 16 Jan 2017 by Cabinet (note – Commission considering draft on 15 Nov 2016)

Award of contract for Environmental Asset Management System

The current contract expires in September 2017. This decision is to award the new contract, following open competition.

Decision due: 30 Nov 2016 by Director of Corporate Services