

# Overview and Scrutiny Commission Work Programme 2013/14



This table sets out the Overview and Scrutiny Commission's Work Programme for 2013/14 that was agreed by the Commission at its meeting on 16 July 2013. 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 – 19 September 2013**

<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 2013/14	Presentation	Leader of the Council Chief Executive	To take a view on whether to make changes to scrutiny work programme
	Cabinet response to request for options appraisal of 24/7 noise control service		Cabinet Member for Env. Sustainability and Regeneration John Hill, Head of Public Protection & Development	To formally receive & discuss response from Cabinet
Policy development	Public value pilot reviews	Report	Chris Lee, Director of Environment and Regeneration	To review with a view to follow up in more depth for particular services
Holding the executive to account	Cabinet response to recommendations of the volunteering task group	Report	Simon Williams, Director of Community and Housing	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 on 04.09.13

**Meeting date – 26 November 2013**

<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 2014/18 - 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 9 December
Scrutiny of crime and disorder	Borough Commander	Presentation/report and in-depth discussion	Borough Commander	Update on policing issues
Policy development	Policy and service developments in response to demographic change		Yvette Stanley, Director of Children, Schools and Families	To review with a view to follow up in more depth for particular services
Holding Executive to account	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	Financial monitoring task group	Minutes of meeting, incl discussion of local council tax benefit scheme	Cllr Peter Southgate Julia Regan	To note minutes of meeting held on 29.10.13

**Meeting date – 30 January 2014 – 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 2014/18	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 20 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

**Meeting date – 11 March 2014**

<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	Presentation/report and discussion	Borough commander	Update on future of policing in Merton
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	Customer contact programme	Report	Sophie Ellis, Assistant Director of Business Improvement	Progress report for comment
Performance management	Members' Survey 2013 - analysis	Report	Cllr Peter Southgate Julia Regan	Discuss findings and agree action plan for 2014/15
Scrutiny reviews	Financial monitoring task group	Minutes of meeting	Cllr Peter Southgate Julia Regan	Note minutes of meeting held on 18.02.14

Meeting date – 30 April 2014

Scrutiny category	Item/Issue	How	Lead Officer	Member/Lead	Intended Outcomes
Policy development	Single fraud investigation service	Report	Christine Bidwell, Head of Investigations		To discuss and comment on government proposals and the impact on the Council
	Development of shared environmental health service	Report	John Hill Head of Public Protection & Development,		To comment and make recommendations in relation to progress made and future plans
Performance management	Overview and Scrutiny Annual Report	Report	Cllr Peter Southgate Julia Regan		To approve and forward to Council
Holding the executive to account	Volunteering	Report	Simon Williams, Director of Community and Housing		Update on implementation of task group recommendations, implementation of Merton Partnership Volunteering & Community Action Strategy and annual update from lead CMT member.
Performance management	Draft Service Plans 2014-18	Report – common pack for Panels and Commission	Caroline Holland, Director of Corporate Services		To comment and make recommendations for changes to the draft service plans



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