



## Sustainable Communities Work Programme 2018/19

This table sets out the Sustainable Communities Panel Work Programme for 2018/19; the items listed were agreed by the Panel at its meeting on 4 June 2018. This Work Programme will be considered at every meeting of the Panel 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.

**Chair:** Cllr Laxmi Attawar

**Vice-chair:** Cllr Daniel Holden

### Scrutiny Support

For further information on the work programme of the Sustainable Communities Scrutiny Panel please contact: -

Annette Wiles, Scrutiny Officer

Tel: 020 8545 4035; Email: [annette.wiles@merton.gov.uk](mailto:annette.wiles@merton.gov.uk)

For more information about overview and scrutiny at LB Merton, please visit [www.merton.gov.uk/scrutiny](http://www.merton.gov.uk/scrutiny)

**Meeting date:** 21 June 2018 (*Deadline for papers: 12pm, 13 June 2017*) **COMPLETE**

Scrutiny category	Item/issue	How	Lead member and/or lead officer	Intended outcomes
<b>Executive oversight</b>	Cabinet Member priorities	Verbal update	<ul style="list-style-type: none"> <li>Community and Culture</li> <li>Environment and Street Cleanliness</li> <li>Regeneration, Housing and Transport</li> </ul>	To allow members to understand current priorities and consider how these should inform the work programme.
<b>Scrutiny Review</b>	South London Waste Partnership – communication of the new service rollout	<ul style="list-style-type: none"> <li>Written update report</li> <li>Presentation</li> </ul>	<ul style="list-style-type: none"> <li>Anita Cacchiloi, Interim Assistant Director, Public Space, Contracting and Commissioning</li> <li>Charles Baker, Waste Strategy and Commissioning Manager</li> <li>Scott Edgel, CEO, Veolia</li> </ul>	To understand how the new service rollout will be communicated to residents.
<b>performance monitoring</b>	Performance monitoring	Basket of indicators plus verbal report	<ul style="list-style-type: none"> <li>Chris Lee, Director of Environment and Regeneration</li> <li>Steve Langley, Head of Housing Needs</li> </ul>	To highlight to the Panel any items of concern where under performance is evident and for the Panel to make any recommendations or request additional information as

				necessary.
<b>Setting the work programme</b>	<p>To agree the Panel's work programme and consider:</p> <ul style="list-style-type: none"> <li>• a thematic approach to the work programme;</li> <li>• appointing topic leads;</li> <li>• getting the best from performance monitoring;</li> <li>• the Panel's use of task groups;</li> <li>• opportunities for pre-decision scrutiny; and</li> <li>• monitoring task group recommendations.</li> </ul>	Written report	Annette Wiles, Scrutiny Manager	To enable the Panel to agree the draft 2017/18 work programme and select a subject for task group review.

**Meeting date:** 4 September 2018 (**Deadline for papers:** 12pm, 24 August 2018) **COMPLETE**

Scrutiny category	Item/issue	How	Lead member and/or lead officer	Intended outcomes
<b>Performance monitoring</b>	Performance monitoring	Basket of indicators plus verbal report	<ul style="list-style-type: none"> <li>Chris Lee, Director of Environment and Regeneration</li> <li>Representative from Community and Housing (TBC)</li> </ul>	To highlight to the Panel any items of concern where under performance is evident and for the Panel to make any recommendations or request additional information as necessary.
<b>Pre-decision scrutiny</b>	Highways and maintenance contract	Written report	<ul style="list-style-type: none"> <li>James McGinlay, Assistant Director – Sustainable Communities</li> <li>Paul McGarry, Head of futureMerton</li> </ul>	Work on re-letting the contract will begin in September 2018. The Panel will therefore have the opportunity to comment on proposals before the start of this work and before a recommendation is made to Cabinet.
<b>Performance monitoring/scrutiny review</b>	Parking update report	Written report	<ul style="list-style-type: none"> <li>Cathryn James, Interim Assistant Director, Public Protection</li> <li>Jim Rogers, Business &amp; Customer Services Manager</li> </ul>	To be provided with updates on a variety of matters including Christmas parking, cashless parking, ANPR, improved parking facilities in selected borough parks

				etc.
<b>Scrutiny Review</b>	South London Waste Partnership – new service rollout	Written update report	<ul style="list-style-type: none"> <li>Anita Cacchiloi, Interim Assistant Director, Public Space, Contracting and Commissioning</li> <li>Charles Baker, Waste Strategy and Commissioning Manager</li> </ul>	A further update on the new service rollout in the weeks leading up to implementation. Members have asked numbers registering for assisted collections compared to using this service prior to the rollout.
<b>Scrutiny review/task group</b>	Crossovers task group – Cabinet response and action plan	Written report	<ul style="list-style-type: none"> <li>Paul McGarry, head of <i>futureMerton</i></li> <li>Steve Cooper, Principal Highway Officer</li> </ul>	To provide the Panel with a response to the report and recommendations of the crossovers task group following Cabinet consideration.
<b>Setting the work programme</b>	Work programme 2017/18	Written report	Annette Wiles, Scrutiny Officer	To amend/agree the Panel's work programme and accommodate any pre-decision or other items that the Panel may wish to consider.

Meeting date: 1 November 2018 (*Deadline for papers: 12pm, 24 October 2018*)

Scrutiny category	Item/issue	How	Lead member and/or lead officer	Intended outcomes
<b>Pre-decision scrutiny</b>	Budget/business plan scrutiny (round 1)	Written report	<ul style="list-style-type: none"> <li>Chris Lee, Director of Environment and Regeneration</li> <li>Hannah Doody, Director for Community and Housing</li> <li>Caroline Holland, Director of Corporate Services</li> </ul>	<p>To discuss and comment on the Council's budget proposals at phase 1.</p> <p>To include consideration of the free Christmas parking initiative.</p>
<b>Pre-decision scrutiny</b>	Morden re-development	Written report	<ul style="list-style-type: none"> <li>James McGinlay, Assistant Director – Sustainable Communities</li> <li>Paul McGarry, Head of <i>futureMerton</i></li> <li>Eben Van Der Westhuizen, Policy Planner</li> </ul>	For the Panel to comment on the selection of a joint venture partner before this decision is considered by Cabinet.
<b>Performance monitoring</b>	Merantun	Presentation	<ul style="list-style-type: none"> <li>James McGinlay, Assistant Director – Sustainable Communities</li> <li>Paul McGarry, Head of <i>futureMerton</i></li> </ul>	Briefing to allow members to understand and scrutinise the progress that has been made with the local authority housing company.

<b>Performance monitoring</b>	South London Waste Partnership – Lot 1 (grounds maintenance)	Written update report	<ul style="list-style-type: none"> <li>Anita Cacchiloi, Interim Assistant Director, Public Space, Contracting and Commissioning</li> <li>Doug Napier, Greenspaces Manager</li> <li>Representative from idverde</li> </ul>	This is the Panel's opportunity to focus on Lot 1 of the partnership having spent considerable time last year looking at Lot 2. Performance under the contract will be the main focus. If possible, members would also like update info on Merton's public parks and tree watering/maintenance.
<b>Scrutiny review</b>	Environmental enforcement	Written report	<ul style="list-style-type: none"> <li>Anita Cacchiloi, Interim Assistant Director, Public Space, Contracting and Commissioning</li> <li>Pat DeJesus, Waste Engagement &amp; Enforcement Manager</li> </ul>	The Panel has touched on the work of this team on several occasions over the last municipal year. This item will provide the opportunity to understand the team's remit in more detail.
<b>Performance monitoring</b>	Performance monitoring	Basket of indicators plus verbal report	<ul style="list-style-type: none"> <li>Chris Lee, Director of Environment and Regeneration</li> <li>Representative from Community and Housing (TBC)</li> </ul>	To highlight to the Panel any items of concern where under performance is evident and for the Panel to make any recommendations or request additional information as necessary.

<b>Scrutiny review</b>	Public space protection orders update	Written report	Doug Napier, Greenspaces Manager	To allow members to understand what progress has been made with the implementation of public space protection orders.
<b>Task group</b>	Single use plastics	Written report	Task group chair (TBC)	The task group will bring its draft terms of reference to the Panel for its approval prior to commencing its work.
<b>Setting the work programme</b>	Work programme 2017/18	Written report	Annette Wiles, Scrutiny Officer	To amend/agree the Panel's work programme and accommodate any pre-decision or other items that the Panel may wish to consider.

**Meeting date:** 9 January 2018 (*Deadline for papers: 12pm, 31December 2018*)

<b>Scrutiny category</b>	<b>Item/issue</b>	<b>How</b>	<b>Lead member and/or lead officer</b>	<b>Intended outcomes</b>
<b>Performance monitoring</b>	Clarion Housing Group: regeneration	Responses to members' questions to be printed as part of the agenda	Representatives from Clarion Housing Group will be invited to attend the session and answer member questions.	This session will be used to focus on Clarion's estates regeneration.
<b>Pre-decision scrutiny</b>	Budget and business planning (round 2)	Report	<ul style="list-style-type: none"> <li>Chris Lee, Director of Environment and Regeneration</li> </ul>	To comment on the budget and business plan proposals at phase

			<ul style="list-style-type: none"> <li>• Hannah Doody, Director for Community and Housing</li> <li>• Caroline Holland, Director of Corporate Services</li> </ul>	2 and make any recommendations to the Commission to consider and co-ordinate a response to Cabinet.
<b>Performance monitoring</b>	Merton Adult Education	Written report	Anthony Hopkins, Head of Libraries and Culture Services	To give the Panel the opportunity to assess the performance of Merton's Adult Education service after two full academic years of operation under the commissioning model and a year following re-inspection by Ofsted.
<b>Executive oversight</b>	Cabinet Member priorities	Verbal update	<ul style="list-style-type: none"> <li>• Community and Culture</li> <li>• Environment and Street Cleanliness</li> <li>• Regeneration, Housing and Transport</li> </ul>	To allow members to understand current priorities and consider how these should inform the work programme. To include a verbal update by Cllr Draper on the Regulatory Services Partnership.
<b>Scrutiny review</b>	Commercialisation task group – action plan review	Written report	Chris Lee, Director of Environment and Regeneration	For the Panel to monitor the implementation of the recommendations it made and were accepted by Cabinet.

<b>Performance monitoring</b>	Performance monitoring	Basket of indicators plus verbal update	<ul style="list-style-type: none"> <li>Chris Lee, Director of Environment and Regeneration</li> <li>A representative from C&amp;H</li> </ul>	To highlight to the Panel any items of concern where under performance is evident and for the Panel to make any recommendations or request additional information as necessary.
<b>Setting the work programme</b>	Work programme 2017/18	Written report	Annette Wiles, Scrutiny Officer	To amend/agree the Panel's work programme and accommodate any pre-decision or other items that the Panel may wish to consider.

**Meeting date:** 26February 2019 (*Deadline for papers: 12pm, 18 February 2019*)

<b>Scrutiny category</b>	<b>Item/issue</b>	<b>How</b>	<b>Lead member and/or lead officer</b>	<b>Intended outcomes</b>
<b>Performance monitoring</b>	Libraries and heritage annual report	Written report	Anthony Hopkins, Head of Library and Heritage Services	To provide the annual report on the libraries service and to inform members of any proposed future development of the service.

<b>Scrutiny review/pre-decision scrutiny</b>	Diesel levy implementation	Written report	Chris Lee, Director of Environment and Regeneration	If Cabinet proceeds with a review of the levy after two years of operation. To allow members to have an opportunity to review and comment before this proceeds to Cabinet for its decision.
<b>Performance monitoring</b>	Update: waste, recycling and street cleaning	Written report	<ul style="list-style-type: none"> <li>Anita Cacchiloi, Interim Assistant Director, Public Space, Contracting and Commissioning</li> <li>Charles Baker, Waste Strategy and Commissioning Manager</li> <li>Scott Edgel, CEO, Veolia</li> </ul>	<p>To allow Panel members to closely monitor performance under the contract following the rollout of the new service.</p> <p>To involve residents and seek their feedback on the rollout of the new service.</p>
<b>Pre-decision scrutiny</b>	Highways and maintenance contract	Written report	<ul style="list-style-type: none"> <li>James McGinlay, Assistant Director – Sustainable Communities</li> <li>Paul McGarry, Head of futureMerton</li> </ul>	At the meeting in Sept 2018, it was agreed that the more detailed specification and the outcome of the full procurement process return to scrutiny for pre-decision scrutiny before progressing to Cabinet for decision.
<b>Scrutiny review</b>	Air quality task group – monitoring recommendations	Written report	<ul style="list-style-type: none"> <li>Cathryn James, Interim Assistant Director, Public Protection</li> </ul>	To provide the Panel with an update on the implementation of the task group's

			<ul style="list-style-type: none"> <li>• Jason Andrews, Environmental Health Manager (Pollution)</li> </ul>	recommendations.
<b>Scrutiny review/performance monitoring</b>	Air Quality Action Plan	Written report	<ul style="list-style-type: none"> <li>• Cathryn James, Interim Assistant Director, Public Protection</li> <li>• Jason Andrews, Environmental Health Manager (Pollution)</li> </ul>	Members requested an update be provided on the implementation of the Air Quality Action Plan as updated during the last municipal year. This is to be provided alongside the update on the air quality task group.
<b>Scrutiny review/performance monitoring</b>	Electric cars	Written report	<ul style="list-style-type: none"> <li>• James McGinlay, Assistant Director – Sustainable Communities</li> <li>• Paul McGarry, Head of <i>futureMerton</i></li> </ul>	This item is for members to understand the progress being made in making the borough friendly for electric cars.
<b>Performance monitoring</b>	Performance monitoring	Basket of indicators plus verbal update	<ul style="list-style-type: none"> <li>• Chris Lee, Director of Environment and Regeneration</li> <li>• A representative from C&amp;H</li> </ul>	To highlight to the Panel any items of concern where under performance is evident and for the Panel to make any recommendations or request additional information as necessary.
<b>Task group</b>	Single use plastics	Written report	Task group chair (TBC)	For the task group to present its final report in draft format for approval

				by the Panel prior to progressing to Cabinet.
<b>Setting the work programme</b>	Work programme 2017/18	Written report	Annette Wiles, Scrutiny Officer	To amend/agree the Panel's work programme and accommodate any pre-decision or other items that the Panel may wish to consider.

**Meeting date:** 19 March 2019 (*Deadline for papers: 12pm, 11 March 2019*)

<b>Scrutiny category</b>	<b>Item/issue</b>	<b>How</b>	<b>Lead member and/or lead officer</b>	<b>Intended outcomes</b>
<b>Performance monitoring</b>	Performance monitoring	Basket of indicators plus verbal report	<ul style="list-style-type: none"> <li>Chris Lee, Director of Environment and Regeneration</li> <li>A representative from C&amp;H</li> </ul>	To highlight to the Panel any items of concern where under performance is evident and to make any recommendations or request additional information as necessary.
<b>Scrutiny review</b>	Monitoring the implementation of the recommendations of the housing supply task group	Written report	<ul style="list-style-type: none"> <li>Steve Langley, Head of Housing Needs and Strategy</li> <li>James McGinlay, Assistant Director – Sustainable Communities</li> </ul>	For the Panel to monitor the implementation of the recommendations it made and were accepted by Cabinet. The Panel agreed that this would be the final

				review of this task group with the report providing a summary of all impact.
<b>Scrutiny review</b>	Update on the impact of the homelessness reduction act	Written report	<ul style="list-style-type: none"> <li>Hannah Doody, Director for Community and Housing</li> <li>Steve Langley, Head of Housing Needs and Strategy</li> </ul>	Close to a year after implementation, members will be provided with an update on the impact of the homelessness reduction act.
<b>Performance monitoring</b>	Development and planning control	Written report	James McGinlay, Assistant Director – Sustainable Communities	Members have ongoing concerns regarding staffing levels in the enforcement team. The report will focus on operational capacity, performance and challenges facing the service. This is an update following the report received in the last municipal year and will include data on cases that are more than six months old.
<b>Scrutiny review</b>	London Borough of Culture	Written report	<ul style="list-style-type: none"> <li>Anita Cacchiloi, Interim Assistant Director, Public Space, Contracting and Commissioning</li> <li>Christine Parsloe, Leisure and Culture Development</li> </ul>	Members to be provided with a briefing on the delivery of Merton's involvement in the London Borough of Culture initiative throughout 2019.

			Manager	
<b>Scrutiny review/task group</b>	Crossovers task group – review of implementation of recommendations	Written report	<ul style="list-style-type: none"> <li>• Paul McGarry, head of <i>futureMerton</i></li> <li>• Steve Cooper, Principal Highway Officer</li> </ul>	To provide the Panel with an update on the implementation of the task group's recommendations.
<b>Performance monitoring</b>	Town centre regeneration	Presentation	Paul McGarry, Head of <i>futureMerton</i>	To provide a progress update on the delivery of the town centre regeneration programme.
<b>Scrutiny review</b>	Topic suggestions 2019/2020	Written report	Annette Wiles, Scrutiny Officer	To seek suggestions from the Panel to inform discussions about the Panel's 2019/20 work programme

This page is intentionally left blank