

Overview and Scrutiny Commission Work Programme 2018/19



This table sets out the Overview and Scrutiny Commission's Work Programme for 2018/19 that was agreed by the Commission at its meeting on 11 July 2018.

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 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 – 11 July 2018

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 2018/19	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 reviews	Analysis of Members’ annual scrutiny survey 2018	Report	Cllr Peter Southgate Julia Regan, Head of Democracy Services	Discuss findings and agree action plan for 2018/19
	Overview and Scrutiny Commission work programme 2017/18	Report	Cllr Peter Southgate Julia Regan	To agree work programme and task group reviews

Meeting date – 19 September 2018

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 crime figures & discussion of policing in Merton.
	Safer Merton Update	Report	Neil Thurlow, Community Safety Manager	Progress report
Scrutiny reviews	Potential task group review for 2018/19 – road safety around schools	Report	Cllr Peter Southgate Julia Regan	Decision on whether to commence a task group review on road safety
	Recruitment and retention of teachers task group	Cabinet response and action plan	Jane McSherry, Head of Education	To receive Cabinet response and action plan
	Financial monitoring task group	Minutes of meeting on 30 August 2018	Chair of task group Julia Regan	To note minutes of meeting held on 30.08.18

Meeting date – 14 November 2018

Scrutiny category	Item/Issue	How	Lead Member/ Lead Officer	Intended Outcomes
Holding the executive to account	Assessing the impact of Brexit on the Council and the Borough	Report and discussion	Caroline Holland, Director of Corporate Services	To receive and comment on Cabinet report. Verbal update on scrutiny work carried out by Cllr Carl Quilliam
	Target Operating Model (TOM)	Report	Sophie Ellis, Assistant Director of Business Improvement	Overview to set context for budget scrutiny
	Business rates retention	Report	Caroline Holland, Director of Corporate Services	Update on the Londonwide pilot – to set context for budget scrutiny
Budget scrutiny	Business Plan 2019/23 - 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 10 December
Scrutiny reviews	Local Democracy Week – joint scrutiny with the youth parliament	Report	Cllr Peter Southgate Julia Regan, Head of Democracy Services	To receive report and agree next steps

Meeting date – 23 January 2019 – scrutiny of the budget

Scrutiny category	Item/Issue	How	Lead Officer	Member/Lead	Intended Outcomes
Budget scrutiny	Business Plan 2019/23	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 14 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 the Business Plan 2019-2023: comments and recommendations from the overview and scrutiny panels	Report	Cllr Peter Southgate Julia Regan, Head of Democracy Services		To report to Cabinet on budget scrutiny round 2
Scrutiny reviews	Financial monitoring task group	Minutes of meeting	Cllr Stephen Crowe, Chair of task group Julia Regan		To note minutes of meeting held on 13.11.18

Meeting date – 20 March 2019

Scrutiny category	Item/Issue	How	Lead Member/Lead Officer	Intended Outcomes
Holding the executive to account	Access to services through the council's website	Report	Sophie Ellis, Assistant Director of Business Improvement	Progress report for comment
	General Data Protection Regulation (GDPR)	Report	Karin Lane, Head of Information Governance	Briefing for information and comment
Performance management	Review of the overview and scrutiny function	Report	Cllr Peter Southgate Julia Regan	To review operation of scrutiny & make recommendations for improvement
Scrutiny reviews	Recruitment and retention of teachers task group	Updated action plan	Jane McSherry, Head of Education	To scrutinise progress with implementation of task group recommendations
	Financial monitoring task group	Minutes of meeting	Chair of task group Julia Regan	To note minutes of meeting held on 25.02.19
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 24 April

- Meeting date – 24 April 2019

Scrutiny category	Item/Issue	How	Lead Officer	Member/Lead	Intended Outcomes
Scrutiny of crime and disorder	Borough Commander	Report and in-depth discussion	Borough Commander		Update on crime figures and local policing issues
	Travellers unauthorised encampment protocol	Report and discussion with affected residents	Howard Joy, Property Management & Review Manager		To scrutinise response to recent encampments and the timeline for review of the protocol
	CCTV service update	Report	Cathryn James, Interim Assistant Director of Public Protection		Update on CCTV service and results of Londonwide review
Holding the executive to account	Equality and Community Cohesion Strategy 2017-20	Action plan	Evereth Willis, Equality and Community Cohesion Officer		To comment on progress made with action plan
Performance management	Overview and Scrutiny Annual Report	Report	Cllr Peter Southgate Julia Regan		To approve and forward to Council
	Planning the Commission's 2019/20 work programme	Report	Cllr Peter Southgate Julia Regan		
Scrutiny review	Report of the road safety around schools scrutiny task group	Report	Cllr Peter Southgate Julia Regan		To agree report for submission to Cabinet
	Safety of young people in Merton – response from Cabinet plus update on action plan	Report	Rachael Wardell, Director Children Schools and Families		To comment on progress made with action plan

Forward plan items relating to the remit of the Overview and Scrutiny Commission

Local Discretionary Business Rate Relief Scheme 2019/20

Agreement of the Local Discretionary Business Rate Relief Scheme 2019/20

Decision due: 18 February 2019 by Cabinet