

## Overview and Scrutiny Committee

### Draft Work Plan 2018-20

**1. Scrutiny review projects;** These are dealt with through a combination of specific evidence gathering meetings that will be arranged as and when required and other activities, such as visits. Should there not be sufficient capacity to cover all of these issues through in-depth pieces of work, they could instead be addressed through a “one-off” item at a scheduled meeting of the Panel. These issues will be subject to further development and scoping. It is proposed that the Committee consider issues that are “cross cutting” in nature for review by itself i.e. ones that cover the terms of reference of more than one of the panels.

Project	Comments	Priority
Review on Fire Safety in High Rise Blocks	This review was begun in 2017/18 and now needs to be completed. It has focussed on how the Council has satisfied itself that its buildings and high-rise buildings in the Borough are safe from fire and action identified and taken to date in response to the Grenfell Tower fire.	1.
Local Business, Employment and Growth	Review to focus in depth on a specific aspect of this.	2.
Communicating with the Council	Review to consider how to improve communication between residents and Council services	3.
Working with the voluntary and community	<ul style="list-style-type: none"> <li>• Working together with local voluntary/community sector, strengthening their capacity and working with them to attract external investment in the borough;</li> <li>• Building on examples of good co-operation and joint working between Council services and</li> </ul>	4.

	volunteers, such as within parks, which could be replicated more widely; <ul style="list-style-type: none"> <li>• Involving and supporting voluntary organisations to bid for services.</li> </ul>	
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2. **“One-off” Items;** These will be dealt with at scheduled meetings of the Committee. The following are suggestions for when particular items may be scheduled.

<b>Date</b>	<b>Potential Items</b>	<b>Lead Officer/Witnesses</b>
<b>4 June 2018</b>	Terms of Reference	Scrutiny Support Officer
	Work Plan	Scrutiny Support Officer
<b>23 July 2018</b>	Leader’s Update on Council Priorities	Leader and Chief Executive
	Q1 Performance report	Performance Manager
	2017/18 Provisional Outturn report	Head of Finance Operations
	Overview and Scrutiny Committee and Scrutiny Panel Work Programme	Scrutiny Support Officer

	Review on Fire Safety in High Rise Blocks – Update	Scrutiny Support Officer
<b>2 October 2018</b>	Budget Monitoring – Q1	Chief Finance Officer
	Review on Fire Safety in High Rise Blocks - Update	Scrutiny Support Officer
	Overview and Scrutiny Committee and Scrutiny Panel Work Programme	Scrutiny Support Officer
<b>19 November 2018</b>	Budget Monitoring – Q2	Chief Finance Officer
	Budget setting process; To set out the budget scrutiny process and context for the remainder of the year	Chief Finance Officer
	Cabinet Member Questions; 1. Finance 2. Corporate Services and Insourcing	Cabinet Member - Finance Chief Finance Officer Cabinet Member – Corporate Services and Insourcing
	Performance update – Q2; To monitor performance against priority targets	Performance Manager
	Local Business, Employment and Growth	Assistant Director, Economic

		Development and Growth
	Review on Fire Safety in High Rise Blocks	Scrutiny Support Officer
	Work Plan	Scrutiny Support Officer
<b>14 January 2019</b>	Priority X Budget Scrutiny (Deputy Chair in the Chair); To undertake scrutiny of the “enabling” priority.	Chief Finance Officer/Principal Accountant, Financial Planning
<b>28 January 2019</b>	Budget Scrutiny; Panel feedback and recommendations. To consider panel’s draft recommendations and agree input into Cabinet’s final budget proposal discussions (Deputy Chair in the Chair)	Deputy Chair (in the Chair)
	Treasury Management Statement	Head of Pensions
	Brexit – Implications for Borough	Head of Policy and Cabinet Support
	Cabinet Member Questions – Civic Services	Cabinet Member for Civic Services and officers
<b>25 March 2019</b>	Borough Plan	Head of Policy and Cabinet

		Support
	Consultation and Engagement	Assistant Director for Strategy and Communications
	Cabinet Member Questions – Communities, Safety and Engagement (Voluntary Sector/Equalities issues)	Cabinet Member – Communities, Safety and Engagement
	Budget Monitoring – Q3	Chief Finance Officer
	Performance update – Q3	Performance Manager
<b>2019-20</b>		
<b>Meeting 1</b>	Leader's Update on Council Priorities	Leader and Chief Executive
	Q1 Performance report	Performance Manager
	2017/18 Provisional Outturn report	Head of Finance Operations

	Terms of Reference and Memberships	Scrutiny Support Officer
	Overview and Scrutiny Committee and Scrutiny Panel Work Programme	Scrutiny Support Officer
<b>Meeting 2</b>	Cabinet Member Questions – Corporate Services and Insourcing	Cabinet Member - Corporate Services and Insourcing
	OSC Annual Report 2018-19	Scrutiny Support Officer
<b>Meeting 3</b>	Budget Monitoring – Q1	Chief Finance Officer
	Cabinet Member Questions – Civic Services	Cabinet Member for Civic Services and officers
<b>Meeting 4</b>	Performance Report – Q2	Performance Manager
	Cabinet Member Questions - Finance	Cabinet Member - Finance Chief Finance Officer
<b>Meeting 5</b>	Budget Scrutiny; Panel feedback and recommendations. To consider panel's draft	Deputy Chair (in the Chair)

<b>(Budget Scrutiny)</b>	recommendations and agree input into Cabinet's final budget proposal discussions (Deputy Chair in the Chair)	
	Treasury Management Statement	Head of Pensions
<b>Meeting 6</b>	Race Equality	Head of Policy and Cabinet Support
	Cabinet Member Questions – Communities, Safety and Engagement (Voluntary Sector/Equalities issues)	Cabinet Member – Communities, Safety and Engagement
	Budget Monitoring – Q3	Cabinet Member - Finance Chief Finance Officer
	Performance update – Q3	Performance Manager