

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">Working together with local voluntary/community sector, strengthening their capacity and working with them to attract external investment in the borough;	4.

	<ul style="list-style-type: none"> • Building on examples of good co-operation and joint working between Council services and volunteers, such as within parks, which could be replicated more widely; • Involving and supporting voluntary organisations to bid for services. 	
Child Poverty	<ul style="list-style-type: none"> • Issues in schools highlight food poverty, poor housing and increasing mental health needs. 	

<p>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.</p>		
Date	Potential Items	Lead Officer/Witnesses
4 June 2018	Terms of Reference	Scrutiny Support Officer
	Work Plan	Scrutiny Support Officer
23 July 2018	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
2 October 2018	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
19 November 2018	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
14 January 2019	Priority X Budget Scrutiny (Deputy Chair in the Chair); To undertake scrutiny of the “enabling” priority.	Chief Finance Officer/Principal Accountant, Financial Planning
	Brexit – Implications for Borough	Head of Policy and Cabinet Support
	Consultation and Engagement	Assistant Director for Strategy and Communications
	Cabinet Member Questions - Strategic Regeneration	Cabinet Member for Strategic Regeneration and officers
28 January 2019	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
	Cabinet Member Questions - Civic Services	Cabinet Member for Civic Services and officers
	Review on Fire Safety in High Rise Blocks – Interim Report	Scrutiny Support Officer
25 March 2019	Borough Plan	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	Chief Finance Officer
	Performance update – Q3	Performance Manager

	Complaints	Assistant Director (Corporate Governance)
	Scrutiny Function	Scrutiny Support Officer
29 April 2018	Cabinet Member Questions - Finance	Cabinet Member - Finance
2019-20		
Meeting 1	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
Meeting 2	Cabinet Member Questions – Corporate Services and Insourcing	Cabinet Member - Corporate

		Services and Insourcing
	OSC Annual Report 2018-19	Scrutiny Support Officer
Meeting 3	Budget Monitoring – Q1	Chief Finance Officer
	Cabinet Member Questions – Civic Services	Cabinet Member for Civic Services and officers
Meeting 4	Performance Report – Q2	Performance Manager
	Cabinet Member Questions - Finance	Cabinet Member - Finance Chief Finance Officer
Meeting 5 (Budget Scrutiny)	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
Meeting 6	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