

Overview and Scrutiny Committee

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
Wards Corner	The Committee to facilitate the finalisation of the review that was begun by the Housing and Regeneration Scrutiny Panel in 2018/19.	1.
Local Business, Employment and Growth	Review to focus on procurement and the local supply chain. Scope and terms of reference to be approved by the Committee meeting on 25 March 2019.	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; • Building on examples of good co-operation and joint working between Council services and 	4.

	volunteers, such as within parks, which could be replicated more widely; <ul style="list-style-type: none"> • 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. 	
Fairness Commission	<ul style="list-style-type: none"> • Possible outcomes 	

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.		
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
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 Annual Report	Assistant Director (Corporate

		Governance)
	Review on Fire Safety in High Rise Blocks – Interim Report	Principal Scrutiny Support Officer
30 April 2019	Fairness Commission Update	Assistant Director for Strategy and Communications
	Scrutiny Function	Principal Scrutiny Support Officer
	FOBO	Director of Customers, Transformation and Resources
	Member inquiries	Director of Customers, Transformation and Resources
	Draft Scrutiny Review reports	Scrutiny Panel Chairs
2019-20		
3 June 2019	Leader's Update on Council Priorities	Leader and Chief Executive

	Q1 Performance report	Performance Manager
	Further Development of Overview and Scrutiny – Response to new Statutory Guidance on Overview and Scrutiny and Scrutiny Stocktake	Scrutiny Support Officer
	Terms of Reference and Memberships	Scrutiny Support Officer
	Overview and Scrutiny Committee and Scrutiny Panel Work Programme	Scrutiny Support Officer
	Overview and Scrutiny Annual Report 2018-19	Scrutiny Support Officer
22 July 2019	Cabinet Member Questions: Finance and Strategic Regeneration	Cabinet Member for Finance and Strategic Regeneration and officers
	2017/18 Provisional Outturn Report	Head of Finance Operations
	FOBO – Engagement and Communication	Director of Customers, Transformation and Resources
	Libraries	Director of Customers,

		Transformation and Resources
	Universal Credit	Director of Customers, Transformation and Resources
1 October 2019	Cabinet Member Questions – Local Investment and Economic Growth	Cabinet Member Local Investment and Economic Growth and officers
	Budget Monitoring – Q1	Chief Finance Officer
	Quarter One Performance Report – Quarter One	Performance Manager
	FOBO - Technological Issues/Successes so Far	Director of Customers, Transformation and Resources
	Scrutiny Review of Wards Corner – Final Report	Chair
25 November 2019	Performance Report – Q2	Performance Manager

	Budget Monitoring – Q2	Chief Finance Officer
	Budget setting process; To set out the budget scrutiny process and context for the remainder of the year, including how capital proposals will be addressed.	Chief Finance Officer
	Complaints Annual Report. To include learning from complaints and LGO’s annual review letter	Assistant Director (Corporate Governance)
	Cabinet Member Questions – Communities and Equalities (Voluntary Sector/Equalities issues). To include Social Value Rent, Equalities Impact Assessments/Public Sector Equalities Duties	Cabinet Member for Communities and Equalities
14 January 2020	Priority X Budget Scrutiny (Deputy Chair in the Chair); To undertake scrutiny of the “enabling” priority.	
	Cabinet Member Questions – Corporate and Civic Services	Cabinet Member – Corporate and Civic Services
	Housing Benefit Overpayments	Director of Customers, Transformation and Resources

	Fairness Commission - Progress	Assistant Director for Strategy and Communications
23 January 2020 (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
12 March 2020	Race Equality/Runnymede Trust Survey	Head of Policy and Cabinet Support
	Cabinet Member Questions – Finance and Strategic Regeneration	Cabinet Member – Finance and Strategic Regeneration and officers
	Budget Monitoring – Q3	Cabinet Member - Finance Chief Finance Officer
	Performance update – Q3	Performance Manager

TBA:

1. Consultation and Engagement
2. Insourcing