

| Public Accounts Select Committee | | |
|---|---|----------------------------|
| Title | Select Committee work programme 2016-17 | |
| Contributor | Scrutiny Manager | Item 5 |
| Class | Part 1 (open) | Date: 22 September 2016 |

1. Purpose

To advise Committee members of the work programme for the 2016/17 municipal year, and to agree the agenda items for the next meeting.

2. Summary

- 2.1 In April, the committee drew up a draft work programme for the municipal year 2016/17.
- 2.2 The work programme can be reviewed at each Select Committee meeting to take account of changing priorities.

3. Recommendations

The Committee is asked to:

- Note the work plan attached at **Appendix B** and discuss any issues arising from the programme;
- Look at the items scheduled for the next meeting and clearly specify the information and analysis required, based on desired outcomes, so that officers are able to meet expectations;
- Review all forthcoming key decisions, attached at Appendix C, and consider any items for further scrutiny.

4. Work Programme

The work programme for 2016/17 was agreed at the 20 April 2016 meeting.

The Committee is asked to consider if any urgent issues have arisen that require scrutiny and if any existing items are no longer a priority and can be removed from the work programme. Before adding additional items, each item should be considered against agreed criteria. The flow chart attached at Appendix A may help Members decide if proposed additional items should be added to the work programme. The Committee's work programme needs to be achievable in terms of the amount of meeting time available. If the committee agrees to add additional item(s) because they are urgent and high priority, Members will need to consider which medium/low priority item(s) should be removed in order to create sufficient capacity for the new item(s).

5. The next meeting

The following reports are scheduled for the meeting on 26 October 2016:

| Agenda item | Review type | Link to Corporate Priority | Priority |
|-------------------------------------|------------------------|--|----------|
| Financial Forecasts 2016/17 | Standard | Inspiring efficiency, effectiveness and equity | High |
| Management Report | Performance monitoring | Inspiring efficiency, effectiveness and equity | Medium |
| Income Generation – Update | Performance monitoring | Inspiring efficiency, effectiveness and equity | Medium |
| Annual Complaints Report | Performance monitoring | Inspiring efficiency, effectiveness and equity | Medium |
| Mid-Year Treasury Management Review | Standard | Inspiring efficiency, effectiveness and equity | High |

The Committee is asked to specify the information and analysis it would like to see in the reports for these items, based on the outcomes the committee would like to achieve, so that officers are clear on what they need to provide for the next meeting.

6. Date of next meeting

The date of the next meeting is Wednesday 26 October 2016.

7. Financial implications

There may be financial implications arising from some of the items that will be included in the work programme (especially reviews) and these will need to be considered when preparing those items/scoping those reviews.

8. Legal implications

In accordance with the Council's Constitution, all scrutiny select committees must devise and submit a work programme to the Business Panel at the start of each municipal year.

9. Equalities implications

The Equality Act 2010 brought together all previous equality legislation in England, Scotland and Wales. The Act included a new public sector equality duty, replacing the separate duties relating to race, disability and gender equality. The duty came into force on 6 April 2011. It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

There may be equalities implications arising from items on the work programme and all activities undertaken by the Committee will need to give due consideration to this.

10. Crime and disorder implications

There may be crime and disorder implications arising from some of the items that will be included in the work programme (especially reviews) and these will need to be considered when preparing those items/scoping those reviews.

11. Background documents

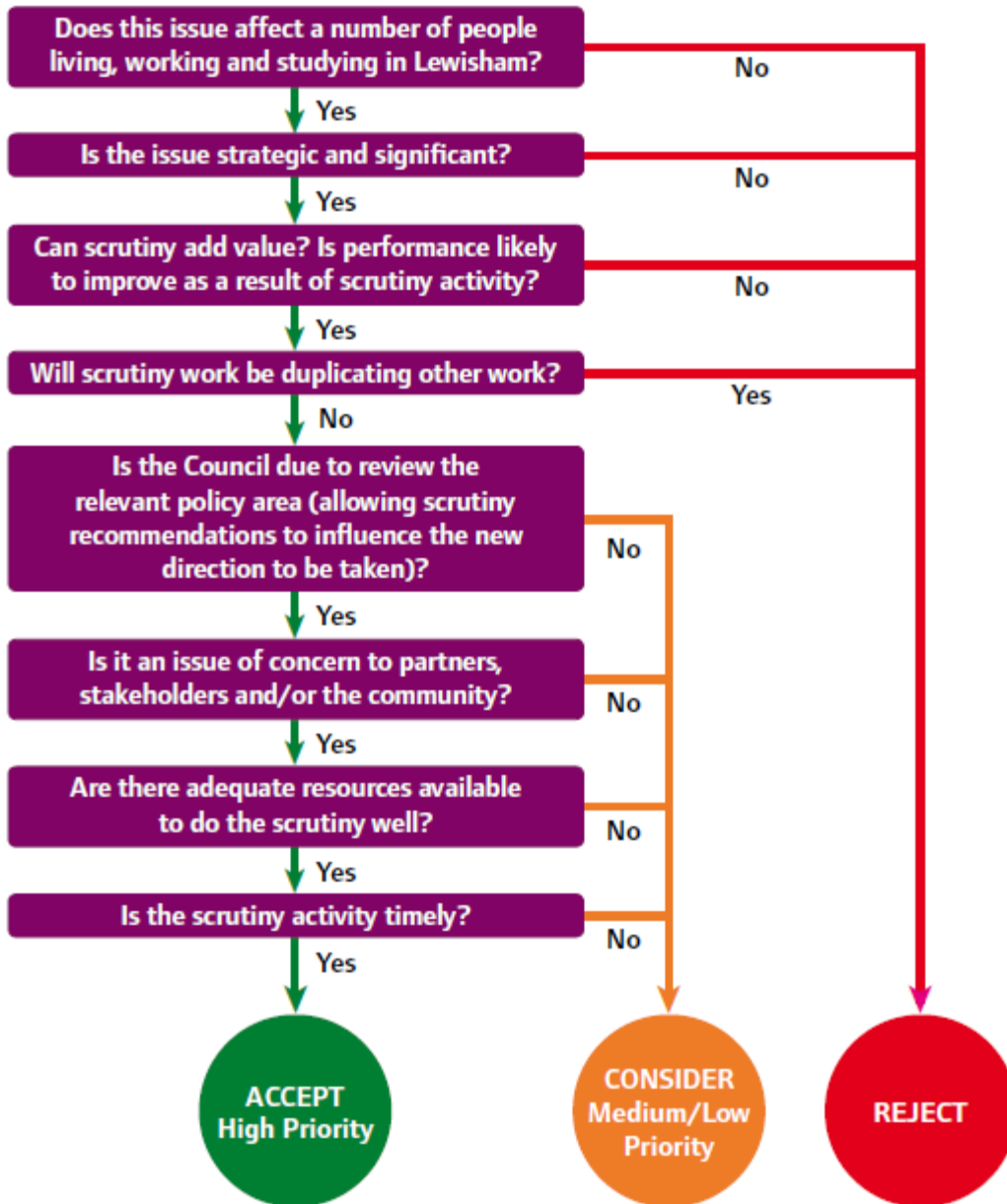
Lewisham Council's Constitution
Centre for Public Scrutiny: The Good Scrutiny Guide

12. Appendices

Appendix A – Committee's terms of reference
Appendix B – Provisional work programme
Appendix C – Key decision plan (April – July 2016)

Appendix A

Scrutiny work programme – prioritisation process



Appendix B - Provisional Work Programme 2016/17

| Work Item | Type of review | Priority | Strategic Priority | Delivery deadline | 20-Apr | 01-Jun | 05-Jul | 22-Sep | 26-Oct | 30-Nov | 25-Jan | 15-Mar |
|---|----------------------------|----------|--------------------|-------------------|----------|--------|--------|---------|--------|--------|--------|--------|
| Lewisham Future Programme | TBC | High | CP10 | Ongoing | | | | SAVINGS | | | | |
| Election of Chair and Vice-Chair | Constitutional requirement | High | CP10 | Apr | | | | | | | | |
| Select Committee Work Programme 16/17 | Constitutional requirement | High | CP10 | Ongoing | | | | | | | | |
| Response to referral on work programme | Performance monitoring | Medium | CP10 | Apr | RESPONSE | | | | | | | |
| Implementation of savings proposal 03 (creating an internal enforcement agency) | Performance monitoring | Medium | CP10 | Apr | | | | | | | | |
| Shared Services | Performance monitoring | Medium | CP10 | Apr | | | | | | | | |
| Final Outturn 2015/16 | Standard item | High | CP10 | Jun | | | | | | | | |
| Complaints and casework Review Update (request re savings proposal I3) | Performance monitoring | Medium | CP10 | Jun | | | | | | | | |
| Report Back on Public Realm Contract Monitoring | Performance monitoring | Medium | CP10 | Jul | | | | | | | | |
| Medium Term Financial Strategy | Standard item | High | CP10 | Jul | | | | | | | | |
| Financial forecasts 2016/17 | Standard item | High | CP10 | Jul | | | | | | | | |
| Management report | Performance monitoring | Medium | CP10 | Jul | | | | | | | | |
| Income Generation - update | Performance monitoring | Medium | CP10 | Jul | | | UPDATE | | | | | |
| Annual complaints report | Performance monitoring | Medium | CP10 | Oct | | | | | | | | |
| Mid-year Treasury Management Review | Standard item | High | CP10 | Oct | | | | | | | | |
| Business rates consultation | Standard item | High | CP10 | Sep | | | | | | | | |
| Temporary Accomodation - results of Pan London Study | Performance monitoring | Medium | CP10 | Nov | | | | | | | | |
| Asset management update | Standard item | Medium | CP10 | Nov | | | | | | | | |
| Local procurement report | Performance Monitoring | Medium | CP10 | Nov | | | | | | | | |
| Annual Budget 2016/17 | Standard item | High | CP10 | Jan | | | | | | | | |
| Audit Panel update | Constitutional Requirement | Higjh | CP10 | Mar | | | | | | | | |

| | |
|--|--------------------|
| | Item completed |
| | Item on-going |
| | Item outstanding |
| | Proposed timeframe |
| | Item added |

| Meetings | | | | | |
|----------|-------|--------------|----|-----|-------------|
| 1) | Wed | 20 April | 5) | Wed | 26 October |
| 2) | Wed | 1 June | 6) | Wed | 30 November |
| 3) | Tue | 5 July | 7) | Wed | 25 January |
| 4) | Thurs | 22 September | 8) | Wed | 15 March |

| Shaping Our Future: Lewisham's Sustainable Community Strategy 2008-2020 | | |
|---|-------------------------------|-------|
| | Priority | |
| 1 | Ambitious and achieving | SCS 1 |
| 2 | Safer | SCS 2 |
| 3 | Empowered and responsible | SCS 3 |
| 4 | Clean, green and liveable | SCS 4 |
| 5 | Healthy, active and enjoyable | SCS 5 |
| 6 | Dynamic and prosperous | SCS 6 |

| Corporate Priorities | | |
|----------------------|--|-------|
| | Priority | |
| 1 | Community Leadership | CP 1 |
| 2 | Young people's achievement and involvement | CP 2 |
| 3 | Clean, green and liveable | CP 3 |
| 4 | Safety, security and a visible presence | CP 4 |
| 5 | Strengthening the local economy | CP 5 |
| 6 | Decent homes for all | CP 6 |
| 7 | Protection of children | CP 7 |
| 8 | Caring for adults and older people | CP 8 |
| 9 | Active, healthy citizens | CP 9 |
| 10 | Inspiring efficiency, effectiveness and equity | CP 10 |

Appendix C – Key Decision Plan (June - September 2016)