

Non-Executive Report of the: <b>Overview &amp; Scrutiny Committee</b> 14 <sup>th</sup> September 2017	 <b>TOWER HAMLETS</b>
<b>Report of:</b> Will Tuckley, Chief Executive	<b>Classification:</b> Unrestricted
<b>Draft Overview and Scrutiny Work Programme 2017/18</b>	

<b>Originating Officer(s)</b>	Afazul Hoque, Interim Service Manager, Corporate Strategy, Policy & Performance
<b>Wards affected</b>	All wards

### Summary

This report sets out the Overview and Scrutiny Committee (OSC) work programme for the Municipal Year 2017/18.

The draft work programme has been informed by a session for committee members (including co-optees) and consultation with senior officers, including CLT.

Also included are the draft work programmes for the Health, Housing and Grants Scrutiny Sub-committees.

### Recommendations:

The Overview & Scrutiny Committee is recommended to:

1. Approve the work programmes included in the appendices.

## 1. DETAILS OF REPORT

- 1.1 Members and co-opted members of the Overview & Scrutiny Committee (OSC) attended a workshop on 22<sup>nd</sup> June 2017 to begin the process of agreeing a work plan for the 2017/18 Municipal Year. This was facilitated by the Chair, and officers from the Corporate Strategy, Policy & Partnership Team. The session included a reflection of achievements and challenges in delivering the scrutiny work programme in 2016-17, a workshop to identify areas of focus for the Committee and outcomes they are seeking and a final session looking at training and development needs of the Committee.
- 1.2 Discussions were also held with officers across the Council in regards to scheduling performance and budget monitoring reports, Budget and Policy Framework Items, Ofsted updates and budget setting proposals. Follow up discussions were also held with the Chair of OSC to prioritise and agree format of scrutiny activities for the year.
- 1.3 Following this session, a longlist of Member preferences and a draft schedule for the Committee were circulated to the Corporate Leadership Team (CLT) and Cabinet Members for comments. Feedback from these and additional engagement with the Chair was used to prioritise topics to ensure that the Committee business could be managed within the available resources. The draft work programme for the committee can be found at Appendix 2. In order to allow for other items to be added to the agenda as the year progresses, such as call-ins, it has been necessary to retain some spare capacity.
- 1.4 For reference, regular business items scheduled for consideration by OSC fall into one of the following categories:
  - **Scrutiny Spotlight Sessions:** a Cabinet Member and/or a senior leader from a stakeholder organisation (e.g. the Borough Commander) provides an overview of their work, including key risks within their portfolio, and is then questioned by members of the Committee;
  - **Strategic Performance Monitoring:** regular strategic monitoring reports, such as the Corporate Performance Report and Budget Monitoring, are submitted to the Committee for scrutiny to ensure progress in delivering the Strategic Plan and to flag risks;
  - **Tracking Recommendations:** throughout the year the Committee will review progress on the implementation of 'Action Plans' arising from previous reviews and challenge sessions;
  - **Scrutiny Reviews:** led by a scrutiny lead member to examine a topic over multiple evidence gathering sessions, followed by a report with recommendations for service improvement. These are directly supported by an officer from Corporate Strategy & Equality, with input from the relevant directorates;

- **Scrutiny Challenge Sessions:** led by a scrutiny lead member, these take place during one ‘deep dive’ evidence gathering session and are followed by a report with recommendations for service improvement. These are directly supported by an officer from Corporate Strategy & Equality, with input from the relevant directorates;
- **Budget & Policy Framework Scrutiny:** OSC has a mandatory consultation role on all items that are the responsibility of Full Council to agree rather than the Executive, including the budget;
- **OSC Updates:** an opportunity for scrutiny lead members to report back to OSC on the work of the Sub-Committees or any wider work they are involved in, for example Improvement Boards;
- **OSC Reports:** additional items that are either requested, or referred to the OSC for consideration and input;
- **Pre-Cabinet Scrutiny:** consideration of items due at the next Cabinet meeting, which allows the Committee to raise questions that it wishes the Executive to take into account when making a decision.

1.5 The table below sets out all of the items that are currently included in the draft work programme by directorate (minus pre-cabinet scrutiny) and lists the identified lead officer. Please note that some of these items have already been received by the committee at its June and July meetings.

Directorate	Item	Scrutiny Type	Lead Officer
Adults, Health & Community Services	Health and Adult Services Portfolio Spotlight	Scrutiny Spotlight	Denise Radley
	Safeguarding Adults Board Independent Chair	Scrutiny Spotlight	Christabel Shawcross
	Community Safety Portfolio Spotlight	Scrutiny Spotlight	Ann Corbett Sue Williams - Borough Police Commander
	Community Cohesion Challenge Session Report	Scrutiny Challenge Session	Sharon Godman
	Maternity Services Action Plan (Cabinet: Feb 17)	Tracking Recommendations	Somen Banerjee
	Prevent Duty & Safeguarding Action Plan (Cabinet: Feb 17)	Tracking Recommendations	Ann Corbett

<b>Directorate</b>	<b>Item</b>	<b>Scrutiny Type</b>	<b>Lead Officer</b>
Place	Housing Portfolio Spotlight	Scrutiny Spotlight	Ann Sutcliffe
	Strategic Development & Waste Portfolio Spotlight	Scrutiny Spotlight	Ann Sutcliffe/Tom McCourt
	Work & Economic Development Portfolio Spotlight	Scrutiny Spotlight	Andy Scott
	Environment Portfolio Spotlight	Scrutiny Spotlight	Tom McCourt
	Homelessness Action Plan (Cabinet: Dec 16)	Tracking Recommendations	Mark Baigent
	Recycling Action Plan (Cabinet: Sept. 16)	Tracking Recommendations	Roy Ormsby
	Overview of Emergency Planning & Civil Contingency Arrangements	OSC Report	Ann Corbett
	Local Plan	Budget & Policy Framework	Owen Whalley
	Annual Review of Community Safety Partnership Plan	Budget & Policy Framework	Ann Corbett
Education & Children's Services	Education & Children's Services Portfolio Spotlight	Scrutiny Spotlight	Debbie Jones
	Culture & Youth Portfolio Spotlight	Scrutiny Spotlight	Debbie Jones
	Local Children's Safeguarding Board Independent Chair	Scrutiny Spotlight	Steve Ashley
	Children's Improvement Plan Updates	OSC Reports	Debbie Jones
	CAMHS Action Plan (Cabinet Dec 16)	Tracking Recommendations	Nancy Meehan
Governance	Quarterly Strategic Performance Report	Strategic Performance Monitoring (x4)	Sharon Godman
	Bi-Annual Best Value Improvement Report	Strategic Performance Monitoring (x2)	Sharon Godman
	Complaints and Information Governance Annual Report	Strategic Performance Monitoring	Ruth Dowden

Directorate	Item	Scrutiny Type	Lead Officer
	OSC Work Programme 2017/18	OSC Report	Sharon Godman
	OSC Annual Report 2017/18	OSC Report	Sharon Godman
	Transparency Commission Action Plan (Cabinet: Oct 16)	Tracking Recommendations	Sharon Godman
Resources	Resources Portfolio Spotlight	Scrutiny Spotlight	Zena Cooke
	Quarterly Budget Monitoring Report	Strategic Performance Monitoring (x4)	Neville Murton
	Budget Scrutiny	Budget & Policy Framework	Zena Cooke
	MTFS Updates	Budget & Policy Framework	Neville Murton
	Workforce Diversity Action Plan	Tracking Recommendations	Heather Daley
Cross-cutting	Night-time Economy Scrutiny Review Report*	Scrutiny Review	Tom McCourt/Denise Radley
	Mayor John Biggs	Scrutiny Spotlight	Will Tuckley
	Chief Executive	Scrutiny Spotlight	Will Tuckley

\*The Night-time Economy Review commenced under the previous year's Committee, but will be reported on this year. This does not indicate a new review.

1.6 MTFS updates will take place at agreed times throughout the year, whilst the usual extraordinary meetings for budget scrutiny in January and (provisionally) February remain in the Committee's calendar. Budget proposals for the 2017/18 financial year that require public consultation will be circulated to the committee on email to allow for sufficient pre-cabinet decision scrutiny.

1.7 In addition to business received at ordinary Committee meetings, OSC will conduct a series of Scrutiny Reviews and Challenge Sessions over the course of this year, with reports and recommendations scheduled for formal sign-off by the Committee as and when they become available. The proposed Scrutiny Reviews and Challenge Sessions still need finalising, but the agreed shortlist for OSC and its Sub-Committees during 2017/18 are listed below.

Directorate	Topic	Review/Challenge	Scrutiny Lead Member
Adults, Health & Community Services	Social Isolation and Loneliness	Scrutiny Review	Cllr Clare Harrisson (Health Sub-Ctte)

	Tower Hamlets Together	Challenge Session	Cllr Clare Harrison (Health Sub-Ctte)
Place	Fire Safety in High Rise Buildings	Scrutiny Review	Cllr Helal Uddin (Housing Sub-Ctte)
Education & Children's Services	Child Sexual Exploitation (TBC)	Challenge Session	Cllr Danny Hassell (OSC)
	Early Help/Children's Centres (TBC)	Challenge Session	Cllr Danny Hassell (OSC)
Governance	The Impact of Brexit on the Council (TBC)	Challenge Session	Cllr Ayas Miah (OSC)
Resources	Youth Sports Funding (TBC)	Scrutiny Review (TBC)	Cllr Andrew Wood (Grants Sub-Ctte)
Cross-cutting	Domestic Violence (TBC)	Challenge Session	Cllr Danny Hassell (OSC) Cllr Clare Harrison (OSC)
	Youth Violence & Gangs (TBC)	Challenge Session	Cllr Danny Hassell (OSC) Cllr Clare Harrison (OSC)

1.8 This shortlist will need further refinement to ensure there is sufficient member and officer capacity to complete all this work by January 2018 due to the local elections that are scheduled for May. With this in mind Scrutiny Lead members should limit their non-Committee work to a maximum of one review and one challenge session, if there is available officer support to deliver the work.

1.9 The three Sub-Committees that sit beneath OSC (Health, Housing & Grants) have greatly expanded the level of scrutiny within the Council, allowing for more focussed work on these key areas whilst also releasing time for the main Committee to attend to issues of strategic importance to the Council, for example supporting the Children's Services Improvement journey. The Council also continues to host the Inner North East London Joint Health Overview & Scrutiny Committee (INEL JHOSC), which the current Scrutiny Lead for Adults will continue to Chair for another 12 months.

1.10 The Housing and Health Scrutiny Sub-committees have each been through a work planning process involving the Chair, members and key stakeholders. The proposed programmes for the year are set out in Appendix 3 (Health Scrutiny Sub-committee), 4 (Housing Scrutiny Sub-committee) and 5 (Grants Scrutiny Sub-Committee). As with the OSC work programme, there is a need to retain some flexibility in these so that extraordinary items can be added when needed, for example NHS 'case for change' consultations. The Grants Scrutiny Sub-committee's work programme currently includes primarily pre-decision scrutiny items, though it is understood that these will likely be added to as the year progresses. The Chair of the Grants Scrutiny Sub-Committee

has also indicated other items he would like to consider at the meetings and these need to be confirmed following discussions with officers.

- 1.11 INEL JHOSC does not have an annual work programme as such, as it is only meant to meet when consideration of health reforms impacting the sub-region occur. However, due to the emerging Sustainability & Transformation Plan (STP) for North East London the committee will continue to review specific aspects of the proposals, with two remaining meetings due in the 2017 calendar year - one focussed on the creation of a single Accountable Officer for NEL, and the other on workforce and maternity services.
- 1.12 To support Committee members in their roles, Corporate SPP will work with the Centre for Public Scrutiny, via the Council's consortium arrangement with Grant Thornton, to tailor a training and development and support programme for 2017/18, with a focus on: budget scrutiny, children's scrutiny and questioning skills.

## **2. COMMENTS OF THE CHIEF FINANCE OFFICER**

- 2.1 This report sets out the Overview and Scrutiny Committee (OSC) work programme for the Municipal Year 2017/18. It also includes draft work programmes for the Health, Housing and Grants Scrutiny Sub-committees. OSC are asked to approve the work programmes appended.
- 2.2 It is envisaged that the work programme will be delivered through existing resources and thus there are no additional financial implications arising from the recommendations within this report. However, in the event that additional resources may be required to deliver particular aspects of the work programme, officers will be obliged to seek appropriate approval through the Council's financial approval process.

## **3. LEGAL COMMENTS**

- 3.1 Section 9F of the Local Government Act 2000 requires authorities to set up an Overview and Scrutiny Committee. The Overview and Scrutiny Committee has a strategic and co-ordinating role over the Council's scrutiny function and in that regard, the Committee sets its own work programme.

## **4. ONE TOWER HAMLETS CONSIDERATIONS**

- 4.1 Reducing inequality, promoting community cohesion and enabling community engagement and leadership have informed many of the topics included in the draft OSC work programme. Specific items to be covered by the Committee in 2017/18 in this area include: Scrutiny Spotlight sessions of all Cabinet members, the Community Cohesion Challenge Session Report, the Scrutiny Review of social isolation, and Scrutiny Challenge Sessions on youth violence and domestic violence.

## **5. BEST VALUE (BV) IMPLICATIONS**

- 5.1 The work programme is developed to help the Overview & Scrutiny Committee's carry out its role in helping to secure continuous improvement for the Council, as required under its Best Value duty, including through scrutinising performance. To this end, OSC will receive a quarterly Corporate Performance Report as well as a bi-annual progress update on the on the Council's Best Value Improvement Plan. The Grants Scrutiny Sub-Committee will provide regular performance monitoring of the Mainstream Grants Programme.

## **6. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT**

- 6.1 There are no direct environmental implications arising from the report or recommendations, although the OSC is likely to consider items pertaining to the environment. The Cabinet Member for Environment and the Cabinet Member for Strategic Development & Waste will both have a Scrutiny Spotlight session during 2017/18, whilst there will be additional items received by the Committee relating to the Local Plan, the Night Time Economy, and an update on the implementation of the Recycling Scrutiny Challenge Session Action Plan.

## **7. RISK MANAGEMENT IMPLICATIONS**

- 7.1 There are no direct risk management implications arising from the report or recommendations. OSC will expect that Cabinet Member Scrutiny Spotlight sessions highlight key risks within their portfolio areas, and quarterly monitoring reports pertaining to Corporate Performance and Budget Monitoring will also allow for the Committee to remain informed of key risks to the Council.

## **8. CRIME AND DISORDER REDUCTION IMPLICATIONS**

- 8.1 There are no direct crime and disorder reduction implications arising from the report or recommendations, although the OSC will consider items pertaining to developing a safe and cohesive borough. The Cabinet Member for Community Safety and the Police Borough Commander will have a joint Scrutiny Spotlight session, whilst the Committee will receive the Community Safety Plan, a Scrutiny Challenge Session Report on Community Safety and an update on the implementation of the Prevent Duty & Safeguarding Scrutiny Review Action Plan from 2016/17.



## **Linked Reports, Appendices and Background Documents**

### **Linked Report**

- None.

### **Appendices**

- Appendix 1: Committee Membership
- Appendix 2: Draft Overview & Scrutiny Committee work programme 2017/18
- Appendix 3: Draft Health Scrutiny Sub-committee work programme 2017/18
- Appendix 4: Draft Housing Scrutiny Sub-committee work programme 2017/18
- Appendix 5: Draft Grants Scrutiny Sub-committee work programme 2017/18

### **Local Government Act, 1972 Section 100D (As amended)**

#### **List of “Background Papers” used in the preparation of this report**

- NONE

#### **Officer contact details for documents:**

- N/A

## Appendix 1 – OSC Membership

<b>Members of OSC 2017/18</b>	
<b>Councillors</b>	
Councillor Denise Jones	Chair of OSC
Councillor Danny Hassell	Scrutiny Lead for Children's Services
Councillor Muhammad Ansar Mustaqim	
Councillor Oliur Rahman	
Councillor Rabina Khan	
Councillor Ayas Miah	Scrutiny Lead for Governance
Councillor Helal Uddin	Scrutiny Lead for Place (Chair of Housing)
Councillor Andrew Wood	Scrutiny Lead for Resources (Chair of Grants Scrutiny)
Councillor Rajib Ahmed	
Councillor Clare Harrisson	Scrutiny Lead for Adults (Chair of Health Scrutiny) (Chair of INEL)
<b>Cooptees</b>	
Shabbir Chowdhury	Parent Governors
Christine Trumper	Parent Governors
Dr Phillip Rice	Church of England Representative
Fatiha Kassouri	Parent Governor
Joanna Hannan	Representative of Diocese of Westminster
Asad M Jaman	Muslim Faith Community

## Appendix 2 –Draft OSC Work Programme 2017/18

Draft Overview & Scrutiny Committee Work Programme 2017/18 - v6							
Meeting date	Type of scrutiny	Item	Outcome	Corporate Director	Lead Officer	Cabinet Lead	Scrutiny Lead
20/07/2017	<b>Scrutiny Spotlight</b>	Councillor Sirajul Islam – Deputy Mayor for Housing	Holding Cabinet Member to account	Ann Sutcliffe	Ann Sutcliffe	Sirajul Islam	Helal Uddin
	<b>Strategic performance monitoring</b>	Q4 Budget Monitoring (provisional outturn)	Quarterly monitoring	Zena Cooke	Neville Murton	David Edgar	Andrew Wood
	<b>Review/Challenge Session</b>	Community Cohesion Challenge Session Report	Review and approve report	Denise Radley	Sharon Godman	Asma Begum	Helal Uddin
	<b>OSC Updates</b>	Revised Scrutiny Leads appointment report	Requirement of Constitution	Asmat Hussain	Matthew Mannion	John Biggs	Denise Jones
		Scrutiny Leads verbal updates	For information	Various	Various	Various	Various
	<b>OSC Reports</b>	Overview of the Councils Emergency Planning and Civil Contingency arrangements	Seeking assurance that arrangements are robust and tested	Denise Radley	Steve Crawley	John Biggs	Clare Harrison
	<b>Pre-Cabinet</b>	Cabinet Reports	Pre-Scrutiny of Cabinet reports	Various	Various	Various	Denise Jones
14/09/2017	<b>Scrutiny Spotlight</b>	Councillor Rachel Blake - Cabinet Member for Strategic Development & Waste	Holding Cabinet Member to account	Ann Sutcliffe	Roy Ormsby/Owen Whalley	Rachel Blake	Helal Uddin
	<b>Strategic performance monitoring</b>	Q1 Corporate Budget Monitoring Report	Quarterly monitoring	Zena Cooke	Neville Murton	John Biggs	Andrew Wood
		Q1 Corporate Performance Report	Quarterly monitoring	Will Tuckley	Sharon Godman	John Biggs	Denise Jones
		Best Value Improvement Plan Update	Bi-annual monitoring	Will Tuckley	Sharon Godman	John Biggs	Denise Jones
	<b>Review/Challenge Session</b>	Night Time Economy Scrutiny Review Report	Review and approve report	Ann Sutcliffe/Denise Radley	Roy Ormsby	John Biggs	Helal Uddin
	<b>Budget &amp; Policy Framework</b>	Local Plan update	Review Consultation	Ann Sutcliffe	Owen Whalley	Rachel Blake	Helal Uddin
	<b>OSC Updates</b>	Scrutiny Leads verbal updates	For information	Various	Various	Various	Various
	<b>OSC Reports</b>	OSC Work Programme 17/18	Agree work programme	Will Tuckley	Sharon Godman	John Biggs	Denise Jones
		SEND Strategy	Review pre-consultation	Debbie Jones	Christine McInnes	Amy Whitelock-Gibbs	Danny Hassell
		Children's Services Improvement Progress Report	Seeking assurance that the improvement plan is being effectively implemented <sup>1</sup>	Debbie Jones	Nancy Meehan	Amy Whitelock-Gibbs	Danny Hassell
<b>Pre-Cabinet</b>	Cabinet Reports	Pre-Scrutiny of Cabinet reports	Various	Various	Various	Denise Jones	

25/10/2017	<b>Scrutiny Spotlight</b>	Deputy Mayor & Councillor Rachael Saunders - Cabinet Member for Adults, Health and Community Services	Holding Cabinet Member to account	Denise Radley	Denise Radley	Rachael Saunders	Clare Harrison
	<b>Scrutiny Spotlight</b>	Adults Safeguarding (inc. Annual LASB Report)	Challenge & review of safeguarding	Denise Radley	Christable Shawcross	Rachael Saunders	Danny Hassell
	<b>Strategic performance monitoring</b>	Complaints and Information Governance Annual Report	Review trends and issues to inform work programme	Asmat Hussain	Ruth Dowdan	John Biggs	Denise Jones
	<b>Tracking Recommendations</b>	Workforce Diversity Action Plan (Cabinet: Sept 16)	Implementation Monitoring	Zena Cooke	Heather Daly	John Biggs	Andrew Wood
	<b>Budget &amp; Policy Framework</b>	Community Safety Plan	Comment on draft plan	Denise Radley	Ann Corbett	Asma Begum	Clare Harrison
		MTFS Update Report	Budget monitoring	Zena Cooke	Neville Murton	David Edgar	Andrew Wood
	<b>OSC Updates</b>	Scrutiny Leads verbal updates	For information	Various	Various	Various	Various
<b>Pre-Cabinet</b>	Cabinet Reports	Pre-Scrutiny of Cabinet reports	Various	Various	Various	Denise Jones	
23/11/2017	<b>Scrutiny Spotlight</b>	Councillor Amy Whitelock-Gibbs - Cabinet Member for Education & Children's Services	Holding Cabinet Member to account	Debbie Jones	Debbie Jones	Amy Whitelock-Gibbs	Danny Hassell
	<b>Scrutiny Spotlight</b>	Children's Safeguarding (inc. Annual LCSB Report)	Challenge & review of safeguarding	Debbie Jones	Steve Ashley	Amy Whitelock-Gibbs	Danny Hassell
	<b>Tracking Recommendations</b>	Transparency Commission Action Plan (Cabinet: Oct 16)	Implementation Monitoring	Will Tuckley	Heather Daley	John Biggs	Denise Jones
	<b>OSC Updates</b>	Scrutiny Leads verbal updates	For information	Various	Various	Various	Various
	<b>Pre-Cabinet</b>	Cabinet Reports	Pre-Scrutiny of Cabinet reports	Various	Various	Various	Denise Jones
13/12/2017	<b>Scrutiny Spotlight</b>	Councillor Asma Begum - Community Safety + MPS Borough Commander	Holding Cabinet Member to account	Denise Radley	Denise Radley	Asma Begum	Clare Harrison
	<b>Strategic performance monitoring</b>	Q2 Corporate Budget Monitoring Report	Quarterly Monitoring	Zena Cooke	Neville Murton	David Edgar	Andrew Wood
		Best Value Improvement Plan Update	Bi-annual Monitoring	Will Tuckley	Sharon Godman	John Biggs	Denise Jones
	<b>Tracking Recommendations</b>	Recycling Scrutiny Challenge Session Action Plan (Cabinet: Sept 16)	Implementation Monitoring	Ann Sutcliffe	Roy Ormsby/Tom McCourt	Amina Ali	Helal Uddin
	<b>OSC Updates</b>	Scrutiny Leads verbal updates	For information	Various	Various	Various	Various
<b>Pre-Cabinet</b>	Cabinet Reports	Pre-Scrutiny of Cabinet reports	Various	Various	Various	Denise Jones	

24/01/2018	<b>Scrutiny Spotlight</b>	Councillor Joshua Peck - Cabinet Member for Work & Economic Development	Holding Cabinet Member to account	Ann Sutcliffe	Ann Sutcliffe	Joshua Peck	Helal Uddin
		Councillor Abdul Mukhit - Cabinet Member for Culture & Youth	Holding Cabinet Member to account	Debbie Jones	Debbie Jones	Abdul Mukhit	Danny Hassell
	<b>Tracking Recommendations</b>	Homelessness Scrutiny Review Action Plan (Cabinet: Dec 16)	Implementation Monitoring	Ann Sutcliffe	Mark Baigent	Sirajul Islam	Helal Uddin
	<b>Budget &amp; Policy Framework</b>	2018/19 Budget Scrutiny	Comment on 18/19 budget	Zena Cooke	Neville Murton	David Edgar	Andrew Wood
	<b>OSC Updates</b>	Scrutiny Leads verbal updates	Fore information	Various	Various	Various	Various
	<b>Pre-Cabinet</b>	Cabinet Reports	Pre-Scrutiny of Cabinet reports	Various	Various	Various	Denise Jones
05/02/2018	<i>Additional budget scrutiny meeting if required</i>	MTFS Report 2017-2021					Andrew Wood
22/02/2018	<b>Scrutiny Spotlight</b>	Mayor John Biggs	Holding Mayor to account	Will Tuckley	Will Tuckley	John Biggs	Denise Jones
	<b>Tracking Recommendations</b>	Maternity Services Scrutiny Review Action Plan (Cabinet: Feb 17)	Implementation Monitoring	Denise Radley	Somen Banerjee	Rachael Saunders	Clare Harrison
		CAMHS Scrutiny Challenge Session Action Plan (Cabinet: Dec 16)	Implementation Monitoring	Debbie Jones	Nancy Meehan	Amy Whitelock-Gibbs	Danny Hassell
	<b>OSC Updates</b>	Scrutiny Leads verbal updates	For information	Various	Various	Various	Various
	<b>Pre-Cabinet</b>	Cabinet Reports	Pre-Scrutiny of Cabinet reports	Various	Various	Various	Denise Jones
22/03/2018	<b>Scrutiny Spotlight</b>	Chief Executive	Holding Chief Executive to account	Will Tuckley	Sharon Godman	John Biggs	Denise Jones
	<b>Scrutiny Spotlight</b>	Councillor Amina Ali - Cabinet Member for Environment	Holding Cabinet member to account	Ann Sutcliffe	Roy ormsby/Tom McCourt	Amina Ali	Helal Uddin
	<b>Strategic performance monitoring</b>	Q3 Corporate Budget Monitoring Report	Quarterly monitoring	Zena Cooke	Neville Murton	David Edgar	Andrew Wood
		Q3 Corporate Performance Report	Quarterly monitoring	Will Tuckley	Sharon Godman	John Biggs	Denise Jones
		Best Value Improvement Plan Update	Bi-annual Monitoring	Will Tuckley	Sharon Godman	John Biggs	Ayas Miah
	<b>Tracking Recommendations</b>	Prevent Duty & Safeguarding Scrutiny Review Action Plan (Cabinet Feb 17)	Implementation Monitoring	Denise Radley	Sharon Godman	Asma Begum	Denise Jones
	<b>Budget &amp; Policy Framework</b>	OSC Annual Report 2017/18	Review and approve report	Various	Sharon Godman	John Biggs	Denise Jones
	<b>OSC Updates</b>	Scrutiny Leads verbal updates	For information	Various	Various	Various	Various
<b>Pre-Cabinet</b>	Cabinet Reports	Pre-Scrutiny of Cabinet reports	Various	Various	Various	Denise Jones	

### Appendix 3 – Draft Health Scrutiny Sub-Committee Work Programme 2017/18

Meeting	Agenda	Outcomes	Lead	Method
<b>Thursday 29<sup>th</sup> June 2017</b>	Reablement Scrutiny Report	<ul style="list-style-type: none"> <li>Feedback the findings of the Reablement review which was undertaken by last year's Health Scrutiny Sub-Committee.</li> <li>Develop and understanding the key issues for Reablement services in Tower Hamlets.</li> </ul>	<b>Councillor Harrison</b> Chair	Report
	Access to Health and Social Care services Tower Hamlets	<ul style="list-style-type: none"> <li>Feedback the findings from last year's work programme which reviewed the theme of 'access to health and social care services in Tower Hamlets'.</li> <li>Develop an understanding of the main barriers restricting access to health and social care services in Tower Hamlets.</li> </ul>	<b>Councillor Harrison</b> Chair	Report
	Health Scrutiny Sub-Committee 2017/18 forward planning	<ul style="list-style-type: none"> <li>Agree the Health Scrutiny Sub-Committee work programme for 2017/18.</li> </ul>	<b>Councillor Harrison</b> Chair	Verbal update/member discussion
	NHS Cyber Attack Update	<ul style="list-style-type: none"> <li>Develop an understanding of the NHS Cyber-attack and how Barts Health responded to the attack.</li> </ul>	<b>Jackie Sullivan</b> Managing Director for Royal London  <b>Sarah Jensen</b> (Chief Information Officer, Barts Health Trust)	Verbal Update
<b>Thursday 5<sup>th</sup> October 2017</b>  Paper Deadline: Tuesday 26 <sup>th</sup> September, 2017	Self-Care & Prevention (Deep Dive)	<ul style="list-style-type: none"> <li>Understand what the self-care and prevention agenda is and how this is being implemented in LBTH.</li> <li>Understand how the assumptions around self-care and prevention set out in the STP mean for the design of local health services.</li> <li>Gauge residents understanding of self-care and prevention. What degree of behaviour change is required for them to make an impact on health/social care sustainability?</li> </ul>	<b>Karen Sugars</b> (Acting Divisional Director Integrated Commissioning, LBTH)  <b>David Jones</b> (Interim Divisional Director Adult Social Care)	Report/Presentation

		<ul style="list-style-type: none"> <li>What role do other organisations in LBTH play in supporting and delivering the self-care and prevention agenda, e.g. Registered Housing Providers.</li> </ul>	Tower Hamlets Housing Forum (TBC) CCG (TBC) Barts Health (TBC) ELFT (TBC)	
	Ageing Well Strategy	<ul style="list-style-type: none"> <li>Develop an understanding of the Ageing Well Strategy and its impact on residents.</li> <li>Provide scrutiny of the implementation of the Aging Well Strategy.</li> </ul>	<b>Karen Sugars</b> (Acting Divisional Director Integrated Commissioning, LBTH)	
	Health & Wellbeing Strategy	<ul style="list-style-type: none"> <li>Develop an understanding of the TH Health &amp; Wellbeing Strategy and review how the four key priority areas in the strategy are being addressed.</li> <li>Provide scrutiny of the implementation of the Health &amp; Wellbeing Strategy</li> </ul>	<b>Somen Banerjee</b> (Director of Public Health)	Report/Presentation
<b>Wednesday, 8<sup>th</sup> January 2018</b>  Paper Deadline: Wednesday, 20 <sup>th</sup> December 2017	Hard to reach groups: Homeless & New Migrants (Deep Dive)	<ul style="list-style-type: none"> <li>Develop an understanding of the issues involved in providing health and social care for new migrants, refugees and homeless residents.</li> <li>Understand the response to addressing these issues from local health and social care commissioners and providers.</li> </ul>	LBTH Adult Social Care (TBC) Barts Health (TBC) East London Foundation Trust (TBC) CCG (TBC)	Report/Presentation
	Devolution	<ul style="list-style-type: none"> <li>Develop an understanding of the background to the health devolution agenda and progress on implementing it in London.</li> <li>Understand the likely impact of devolution on the commissioning and provision of health &amp; social care services in LBTH this will have for LBTH - what are the main risks? What are the main opportunities?</li> </ul>	TBC	Report/Presentation
	Children's & Young Peoples Mental Health (Annual review of Scrutiny Challenge Session Action Plan)	<ul style="list-style-type: none"> <li>Ensure the Action Plan produced for the Children's &amp; Young Peoples' Mental Health Scrutiny Challenge Session is being appropriately implemented.</li> </ul>	<b>Nancy Meehan</b> (Interim Divisional Director - Children's Social Care, LBTH)	Report/Presentation

			<b>Bill Williams</b> (East London Foundation Trust)	
			<b>Carrie Kilpatrick &amp; Martin Bould</b> (CCG)	
	Maternity Services (Annual review of Scrutiny Review Action Plan)	<ul style="list-style-type: none"> <li>Ensure the Action Plan produced for the Maternity Services Scrutiny Review is being appropriately implemented.</li> </ul>	<b>Jackie Sullivan</b> , Director of Royal London Hospital, Barts Health	Report/Presentation
			<b>Somen Banerjee</b> Director of Public Health	
<b>5<sup>th</sup> March 2018</b>  Paper Deadline: Thursday, 22 <sup>nd</sup> February 2018	Sustainability of social care services in Tower Hamlets (Deep Dive)	<ul style="list-style-type: none"> <li>Develop an understanding of what the Improved Better Care fund is and how the council is using it.</li> <li>Review the quality of home care and residential care provision in the borough.</li> <li>Develop an understanding of how the new home care contract is performing from a council, provider and resident perspective.</li> </ul>	<b>Karen Sugars</b> (Acting Divisional Director Integrated Commissioning, LBTH)	Report/Presentation
	New Community Health Service (Alliance Agreement)	<ul style="list-style-type: none"> <li>Develop an understanding of how the new Community Health Service works.</li> <li>Provide scrutiny of the performance of the new Community Health Service at the end of its first year.</li> </ul>	<b>Karen Sugars</b> Acting Divisional Director Integrated Commissioning, LBTH	Report/Presentation
			<b>Simon Hall</b> Acting Chief Officer, CCG	



	Patient Voice & Engagement	<ul style="list-style-type: none"> <li>Develop an understanding of how key health and social care organisations engage with service users and respond to their views.</li> <li>Consider the effectiveness of services provided to residents of the borough through the Patient Advice and Liaison Service (PALS)</li> </ul>	CCG (TBC) Barts Health (TBC) East London Foundation Trust (TBC)	Report/Presentation
	Quality Accounts	<ul style="list-style-type: none"> <li>Provide input to the Barts Health and East London Foundation Trust Quality Accounts</li> </ul>	Barts Health (TBC) East London Foundation Trust	Report/Presentation

## Appendix 4 – Draft Housing Scrutiny Sub-Committee Work Programme 2017/18

Meeting date	Type of scrutiny	Item	Outcome	Service area	Lead
12/07/2017	Overview & Scrutiny Report	Housing in Tower Hamlets – understanding key challenges	Presentation to provide key challenges faced by the authority and also future opportunities to meet housing demands.	Housing & Regeneration	Mark Baigent
	Overview & Scrutiny Report	Fire Safety of High Rises	Presentation from Tower Hamlets Housing Forum to provide an overarching update on fire safety in tall buildings. This was requested by O&S Committee – in response to the tragic fire at Grenfell Tower.	Housing & Regeneration  Tower Hamlets Housing Forum  Tower Hamlets Homes	Mark Baigent  Sandra Fawcett  John Tunney
11/09/2017	Performance Budget Monitoring	Housing & Regeneration Quarterly Performance Report	This report will provide an overview of Housing quarter 1 performance in 2017/18.	Mark Baigent	Mark Baigent
	Overview & Scrutiny Report	Homelessness Reduction Act – TH Implementation Plan	To consider the impact of the Act and how the council proposes to implement it.	Housing & Regeneration	Mark Baigent
	Review	Fire Safety of All high rise buildings in Tower Hamlets including:  LBTH's Building Control ensuring safety in Housing Development	HSSC in its first meeting of 2017-18 suggested that the aspect of 'safety' around housing development in the borough is added to the work programme. This is in response to the recent fatal fire at Grenfell Tower, K&C LBC.  <b><i>Draft scope of the review is to be presented and discussed at this meeting.</i></b>	Housing & Regeneration  Property & Major Programmes	Mark Baigent/THHF  Ann Sutcliffe  Afazul Hoque
	Spotlight	The impact of AirBnB in the Private Rented Sector (PRS)	Presentation to explore the impact of AirBnB in the local area.	Housing & Regeneration (Private Sector Housing)	Martin Ling/Marc Lancaster

Meeting date	Type of scrutiny	Item	Outcome	Service area	Lead
13/11/2017	Overview & Scrutiny Report	Update on acquiring properties to manage demands on Temporary Accommodation (TA)	A presentation/report on how TH is meeting the needs for TA through its acquisition programme	Strategy - Innovation & Sustainability	Mark Baigent Alison Thomas
	Spotlight	Spotlight session 1: Cabinet Member for Housing Management and Performance	This session will allow Lead Member for Housing to discuss and bring to the attention of the committee any new initiatives, pressing challenges and opportunities that could improve housing services and better serve residents, partners and stakeholders. Members of the committee will have the opportunity to raise any concerns; seek clarification; and recommend improvement action etc.	Housing & Regeneration	Mark Baigent
29/01/2017	Performance Budget Monitoring	Housing & Regeneration	This report will provide an overview of Housing quarter 1 performance in 2017/18.	Mark Baigent	This report will provide an overview of Housing performance in 2016/17 – and areas of specific focus in 2017/18
	Spotlight	Spotlight session 2: Cabinet Member for Development & Renewal	This session will allow Lead Member for Development and Renewal to discuss and bring to the attention of the committee any new initiatives, pressing challenges and opportunities that could improve housing services and better serve residents, partners and stakeholders. Members of the committee will have the opportunity to raise any concerns; seek clarification; and recommend improvement action etc.	Housing & Regeneration	Mark Baigent
	Overview & Scrutiny Report	The London Plan – a review by the GLA	Scrutiny to consider the review and to seek the necessary opportunity to feed into it.	Strategic Housing	Mark Baigent Alison Thomas

Meeting date	Type of scrutiny	Item	Outcome	Service area	Lead
19/03/2018	Overview & Scrutiny Report	Review of the effectiveness of LBTH current Tenancy Strategy and changes ahead	Report/Presentation on whether the current tenancy strategy is fit for purpose – and meeting the needs to residents.	Strategic Housing	Mark Baigent
	Review	Final report: Fire Safety in High Rise Buildings	This report will consider the recommendations of the review and if accepted by the committee, an action plan would need to be produced by the service area for Cabinet approval.	Housing & Regeneration Property & Major Programmes	Mark Baigent/THHF Ann Sutcliffe  Afazul Hoque
	Overview & Scrutiny Report	Report on the council's void properties	This item was referred to this committee by the Overview and Scrutiny Committee – to look at what the council is doing about reducing void properties and paying central government	Housing & Regeneration	Mark Baigent

### Draft Grants Scrutiny Sub-Committee (GSSC) Work Programme 2017-18

Meeting date	Item title	Service area	Lead	Description/comments
<b>6<sup>th</sup> Sep</b>	Grants Scrutiny Work Programme 2017/18	Corporate SPP	John Cooke	For the committee to note the work programme for 2017/18
	Exercise of Discretions / Individual Mayoral Decision	Third Sector Team (Resources)	Steve Hill	
	Events Fund – Annual Report 2016/17	CLL – Arts & Events	Alison Denning	
	MSG Theme 5 Closure Report	Third Sector Team (Resources)	Steve Hill	
	Grants Forward Plan	Third Sector Team (Resources)	Steve Hill	For committee to note the plan.
	Grants Register	Third Sector Team (Resources)	Steve Hill	
	Extension of Mainstream Grants and Corporate Grants Policy	Strategy Policy & Partnership	Emily Fieran-Reed / David Freeman	Comment on the proposed extension of Mainstream Grants and progress in developing the Grants Policy
	Pensions Club	Adults Commissioning (HAC)	Jamie Bird	
	Ocean Estate Regeneration Trust	Regeneration (Place)	Imelda Burke	
<b>19<sup>th</sup> Oct</b>	Exercise of Discretions / Individual Mayoral Decision	Third Sector Team (Resources)	Steve Hill	
	MSG Performance Monitoring – April to June 2017 Full Report	Third Sector Team (Resources)	Steve Hill	
	Grants Forward Plan	Third Sector Team	Steve Hill	For committee to note the plan.

Meeting date	Item title	Service area	Lead	Description/comments
		(Resources)		
<b>30<sup>th</sup> Nov</b>	Exercise of Discretions / Individual Mayoral Decision	Third Sector Team (Resources)	Steve Hill	
	MSG Performance Monitoring – July to September 2017 full report	Third Sector Team (Resources)	Steve Hill	
	Events Fund Quarterly Monitoring	CLL – Arts & Events	Alison Denning	
	Grants Register	Third Sector Team (Resources)	Steve Hill	For committee to note the plan.
	GSSC Forward Plan	Corporate SPP	John Cooke	For committee to note the plan.
	Spotlight on Measuring and Judging the Effectiveness of Grants  Geographical spread of grants in the borough & communications strategy in relation to grants	Third Sector Team (Resources)	Steve Hill	What outputs and outcomes are being achieved with grants across the board and how consistent is this across all grant provision? Is there an obvious stark difference in what is being delivered between organisations? The committee is looking for a better idea of the outcomes being achieved and the consistency of this across all grant provision.  A presentation which answers the questions: does the grants provision delivered in areas of the borough reflect areas of population growth? How evenly distributed are grants across the borough? What is the Council's communications strategy in ensuring grants are being accessed by all parts of the borough?
<b>31<sup>st</sup> Jan</b>	Exercise of Discretions / Individual Mayoral Decision	Third Sector Team (Resources)	Steve Hill	
	GDSC Grants Forward Plan	Third Sector Team	Steve Hill	For committee to note the plan.

Meeting date	Item title	Service area	Lead	Description/comments
		(Resources)		
	New grants policy	Strategy, Policy & Partnership	Sharon Godman/Emily Fieran-Reed	To consider new grants policy prior to executive approval
	Community Buildings Review	Strategy, Policy & Partnership	Emily Fieran-Reed / David Freeman	To comment on the final report of the Community Buildings Review
<b>28<sup>th</sup> Mar</b>	Exercise of Discretions / Individual Mayoral Decision	Third Sector Team (Resources)	Steve Hill	
	MSG Performance Monitoring – October to December 2017 full report	Third Sector Team (Resources)	Steve Hill	
	Events Fund Quarterly Monitoring	CLL – Arts & Events	Alison Denning	
	Grants Forward Plan	Third Sector Team (Resources)	Steve Hill	For committee to note the plan.
	Grants Register	Third Sector Team (Resources)	Steve Hill	

\*This work programme reflects the items in the GDSC forward plan in addition to items that GSSC are considering as part of their own work programme. This table therefore represents the work programme and forward plan for GSCC.