

Item No. 6.	Classification: Open	Date: 12 January 2021	Meeting Name: Overview and Scrutiny Committee
Report title:		Borough Plan 2018 – 2022 – Arrangements for Monitoring Performance	
Ward(s) or groups affected:		All	
From:		Head of Overview and Scrutiny (Acting)	

RECOMMENDATIONS

1. That overview and scrutiny committee note the Borough Plan 2018 - 2022 Performance Schedules report attached as Appendix A which sets out the context of the Borough Plan and includes as an Appendix the measures and milestones for the delivery of the Plan.
2. That overview and scrutiny committee consider and agree arrangements for monitoring performance in relation to the delivery of the Borough Plan (proposed arrangements are set out in paragraphs 10 and 11 of the report).

BACKGROUND INFORMATION

3. The overview and scrutiny committee received at its last meeting held on 9 November 2020 the 'Refresh of the Council Plan 2018 – 2022' agreed for consultation by Cabinet in September 2020. The committee also received the annual performance report 2019-20 which reported on performance against the council plan.
4. In considering the information overview and scrutiny committee requested that a report be received at the next meeting to consider the role of scrutiny in the performance challenge process and mechanism for performance monitoring in relation to the delivery of the refreshed council plan (borough plan).
5. The 'refresh of the Borough Plan' (formerly Council Plan) was agreed by Council Assembly on 25 November 2020 and the publication of the performance schedules (attached as Appendix A for ease of reference) was agreed by the Leader of the Council on 22 December 2020.

KEY ISSUES FOR CONSIDERATION

Role of Overview and Scrutiny Committee and its commissions [Performance Monitoring]

6. The overview and scrutiny committee procedures rules set out in the council constitution states that the within their terms of reference, all scrutiny committees/commissions will: (of particular relevance – b, c, d, e)
 - a) Review and scrutiny decisions made or actions taken in connection with the discharge of any of the council's functions
 - b) review and scrutinise the decisions made by and performance of the cabinet and council officers both in relation to individual decisions and over time in areas covered by its terms of reference
 - c) review and scrutinise the performance of the council in relation to its policy objectives, performance targets and/ or particular service areas
 - d) question members of the cabinet and officers about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects and about their views on issues and proposals affecting the area
 - e) assist council assembly and the cabinet in the development of its budget and policy framework by in-depth analysis of policy issues
 - f) make reports and recommendations to the cabinet and or council assembly arising from the outcome of the scrutiny process
 - g) Consider any matter affecting the area or its inhabitants
 - h) Liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working
 - i) Review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the scrutiny committee and local people about their activities and performance
 - j) Conduct research and consultation on the analysis of policy issues and possible options
 - k) Question and gather evidence from any other person (with their consent)
 - l) Consider and implement mechanisms and to encourage and enhance community participation in the scrutiny process and in the development of policy options

m) Conclude inquiries promptly and normally within six months.

7. In considering arrangements for monitoring performance, overview and scrutiny committee is asked to be mindful of the internal monitoring of performance undertaken by cabinet members and chief officers as highlighted in paragraph 8 and 9 below, specifically for the purpose of avoiding duplication of effort.

Internal performance monitoring process

8. The council monitors performance against the targets set out in the Borough Plan on a quarterly basis. Detailed performance measures and milestones are developed which sit beneath each of the commitments set out in the Borough Plan. These measures and milestones outline the activity the council will undertake to deliver on the commitments, as well as annual targets. Each performance measure and milestone is assigned to a lead cabinet member and chief officer with responsibility for delivery, apportioned across cabinet portfolios.
9. Every quarter, cabinet members and departments report on performance in the previous quarter against the targets set out in the Borough Plan. This includes data on each of the measures and milestones, as well as commentary outlining progress and activity to date, any challenges or changes to timescales, and expectations for year-end delivery. This data is reviewed and discussed through an internal process with each cabinet member and relevant chief officers, led by the leader, chief executive and cabinet member for finance and resources (responsible for performance management across the council). This data feeds into the Annual Performance Report which the Cabinet agrees and publishes each year in July, reporting on progress against delivery of the Borough Plan for the year.

Proposed scrutiny arrangements for monitoring performance

10. The chief executive's department has indicated that performance information can be provided to overview and scrutiny committee on a quarterly basis. It is anticipated that the next quarterly performance data will become available in February 2021, this information could therefore be reported to the 3 March overview and scrutiny committee meeting.
11. Given the broad remit of the Borough Plan, the amount of information that will be available, and the number of key individuals involved in the delivery of the Borough Plan, it will not be practical to cover all aspects of performance at any one meeting. It is therefore proposed that in considering information on performance that the overview and scrutiny committee receive a high level presentation from either the Leader, Cabinet Member or Senior Officer, and any areas of concern or interest be either considered in more detail by the committee or referred to one of the commissions for closer scrutiny.

Policy implications

12. There are no specific policy implications arising from the consideration of this report.

Community impact statement

13. The role of overview and scrutiny committee in monitoring performance will support the ambitions of the council in delivering the commitments set out in the Borough Plan by ensuring that any issues of poor performance identified or obstacles in the way of delivery against the Plan are thoroughly scrutinised and remedied by way of report and recommendations to cabinet or council assembly as appropriate.

Resource implications

14. In light of the proposed arrangements set out in paragraph 10 and 11 of the report, it is not anticipated that there will be significant resource implications beyond member and officer time which is intended to be kept at a minimum as far as practicable.

Legal implications

15. There are no specific legal implications arising from this report.

Financial implications

16. There are no specific financial implications arising from this report.

Consultation

17. Consultation in respect of these arrangements have been undertaken with the Chair of overview and scrutiny committee and the Leader of the Council (via the cabinet and public affairs manager).

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Overview and Scrutiny Committee Agenda and Minutes – 9 November 2020	Southwark Council Website	Everton Roberts 020 7525 7221
Link: http://moderngov.southwark.gov.uk/ieListMeetings.aspx?Committeeld=308		
Item 6.1 Refresh of the Council Plan 2018 – 2022 (Council Assembly, 25 November 2020)	Southwark Council Website	Virginia Wynn-Jones 020 7525 7055
Link: http://moderngov.southwark.gov.uk/ieListDocuments.aspx?CId=132&MId=6773&Ver=4		

APPENDICES

No.	Title
Appendix A	Council Plan 2018 – 2022 Performance Schedules (2020)

AUDIT TRAIL

Lead Officer	Doreen Forrester-Brown, Director of Law and Governance	
Report Author	Everton Roberts, Head of Overview and Scrutiny (Acting)	
Version	Final	
Dated	8 January 2021	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments Included
Director of Law and Governance	No	No
Strategic Director of Finance and Governance	No	No
Cabinet and Public Affairs Manager	Yes	Yes
Cabinet Member	No	No
Date final report sent to Scrutiny Team	8 January 2021	