

Subject: Work Programme for the GLA Oversight Committee

Report to: GLA Oversight Committee

Report of: Executive Director of Secretariat

Date: 20 July 2016

This report will be considered in public

1. Summary

- 1.1 This report provides details of the proposed work for the meetings of the Committee in this Assembly Year (2016-17).

2. Recommendation

- 2.1 **That the Committee notes its work programme for 2016-17, as set out in this report, and identifies any additional issues it wishes to consider at future meetings.**

3. Background

- 3.1 The GLA Oversight Committee has the following overall functions:
- Management and administration of the budget of the Assembly and Secretariat, and overseeing the Assembly's scrutiny work programme;
 - Having oversight, on behalf of the London Assembly, of the Greater London Authority's (GLA) corporate governance policies and activities;
 - Maintaining a watching brief in respect of the activities of the senior officers appointed by the Mayor; and
 - Responding to consultations from the Head of Paid Service and scrutinising the Head of Paid Service function.
- 3.2 Additionally, it was agreed at the Assembly's Annual Meeting of 11 May 2012 that the GLA Oversight Committee's terms of reference include provision to scrutinise any actions or decisions taken by the Mayor on matters relating to education. The Committee can also scrutinise civil contingency arrangements in London, the provision of services to the public and the performance of utilities in London.

4. Issues for Consideration

4.1 The main work areas of the Committee are summarised below.

Assembly Budget and Scrutiny Work Programme

4.2 The Committee allocates the Assembly's budget and receives a report in March each year on that subject (following the approval of the overall amount of the budget and in advance of the start of the financial year in question).

4.3 The Committee receives quarterly monitoring reports from the Secretariat, scheduled for the Committee meetings in June, September, November and January.

4.4 The Committee approves individual proposals for non-routine expenditure from the scrutiny programme budget which are referred to the Committee by the subject-related committees during the year. The timing of these reports depends upon when the subject-related committees approve projects and refer proposals for expenditure.

4.5 The Committee approves proposals for rapporteurships referred from subject-related committees during the course of the year.

4.6 The Committee also has the power to consider any issue which does not fall into the remit of one of the subject-related committees (for instance, cross-cutting equalities and governance issues).

Staffing Consultations and Appointments

4.7 The Committee will be invited to respond to consultations from the Head of Paid Service (HoPS) from time to time during the year. The Committee's role in relation to these consultations is reactive and therefore the work programme does not predict what reports will be presented and when.

4.8 The Assembly has a role in appointing the statutory officers to the Authority, and this Committee has delegated authority to fulfil that role as and when the need arises. At its meeting of 22 May 2012, the GLA Oversight Committee agreed that the Head of Paid Service Performance Review Panel be established as a working group, and this meets annually (with the most recent meeting held 25 January 2016).

Other Items for Consideration

4.9 At its meeting on 21 March 2013, the Committee asked that it be consulted formally on the annual staff pay review; as the settlement reached in 2014 covered a two-year period, the annual pay review was not scheduled as an item on the work programme for this Assembly year.

4.10 At its meeting on 25 February 2014, the Committee agreed to receive details of the progress made to address GLA workforce equalities issues, dealt with as part of the Committee's regular Workforce Monitoring Report and update.

Scrutiny of the Head of Paid Service Function

- 4.11 The Committee usually receives reports on the following issues during the course of the year:
- Annual Workforce Monitoring Report, incorporating complaints monitoring (plus a six-monthly update); and
 - Governance.
- 4.12 The Committee also receives a report on the Draft Annual Governance Statement (last dealt with by the Committee at its meeting in July 2015).

Shared Services

- 4.13 Having previously considered a number of consultation proposals from the Mayor for shared services, the GLA Oversight Committee continues to receive an annual update on the progress of shared services across the Group and considers any proposals that may come forward. Following its consultation on shared services proposals in relation to the Old Oak and Park Royal Development Corporation (OPDC) at its meeting in February 2015, the Committee also requested that as part of its annual shared services report it receives an update on the proposed arrangements for the OPDC, with particular reference to financial costs and potential conflicts of interest. It was agreed that for the last Assembly year, shared services be dealt with over the course of three separate meetings to consider a range of pan-GLA group collaborations (September and November 2015, and March 2016).

Data Protection and Data Security in the GLA group

- 4.14 At its meeting on 30 June, the Committee agreed a proposal to include in the work programme a review of data protection and data security in the GLA group and delegated authority to the Chairman, in consultation with the party Group Lead Members, to agree the scope, terms of reference and arrangements for the review.

Meeting Dates

- 4.15 The table set out below shows the Committee's provisional meeting dates for the 2016/17 Assembly year and agenda items. This timetable and agenda items are reviewed and updated as appropriate.

Date of meeting	Main Agenda Items (subject to agreement)
22 September 2016	<ul style="list-style-type: none">• HoPS Oral Update• HoPS Consultation Reports (if any)• Assembly/ Secretariat Budget 2017/18• Secretariat Quarterly Monitoring Q1
20 October 2016	<ul style="list-style-type: none">• HoPS Oral Update• HoPS Consultation Reports (if any)• The Mayor's Annual Equalities Report 2015/16
23 November 2016	<ul style="list-style-type: none">• HoPS Oral Update• HoPS Consultation Reports (if any)• Draft Committee Timetable of Meetings 2017/18• Secretariat Quarterly Monitoring Report Q2

15 December 2016	<ul style="list-style-type: none"> • HoPS Oral Update • HoPS Consultation Reports (if any) • Annual Staff Pay Review • Workforce Report (update) • People’s Question Time • Data Collection scrutiny review scoping report
31 January 2017	<ul style="list-style-type: none"> • HoPS Oral Update • HoPS Consultation Reports (if any) • Secretariat Quarterly Monitoring Report Q3 • Assembly’s Requirements for Information to be Included in the Mayor’s Annual Report • State of London Debate Consultation
23 February 2017	<ul style="list-style-type: none"> • HoPS Oral Update • HoPS Consultation Reports (if any) • Assembly Annual Report • Collection, storage and sharing of personal data across the GLA group
30 March 2017	<ul style="list-style-type: none"> • HoPS Oral Update • HoPS Consultation Reports (if any) • Allocation of Assembly Budget

5. Legal Implications

5.1 The Assembly has the power to establish committees to discharge its functions, and the GLA Oversight Committee is one such committee. The work programme is in accordance with the GLA Oversight Committee’s terms of reference.

6. Financial Implications

6.1 There are no financial implications for the purposes of this report.

List of appendices to this report: None

Local Government (Access to Information) Act 1985

List of Background Papers: None

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