

Subject: Work Programme for the GLA Oversight Committee

Report to: GLA Oversight Committee

Report of: Executive Director of Secretariat

Date: 3 September 2019

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 the 2019/20 Assembly year.

2. Recommendations

- 2.1 **That the Committee notes its work programme for the 2019/20 Assembly year, as set out in this report, and identifies any 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.

3.3 Most recently, on 6 June 2019, the London Assembly (Plenary) meeting agreed a new standing delegation to Chairs of ordinary committees and sub-committees and working groups to agree, in consultation with relevant party Lead Group Members and Deputy Chairs, that:

a) The detailed terms of reference for any investigation to be undertaken by the relevant committee, sub-committee or working group within its work programme as agreed by the GLA Oversight Committee, and any related project plans and arrangements for related site visits or informal meetings; and

b) The topic and scope for any additional projects to be added to its work programme, where it is not practicable to secure prior approval from the GLA Oversight Committee and subject also to subsequent ratification by the GLA Oversight Committee.

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 (Chief Officer) 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 Panel (renamed the Chief Officer Review Panel) be established as a working group, and this meets

biannually (with the most recent meeting held 2 February 2019).

Other Items of Consideration

- 4.9 At its meeting on 21 March 2013, the Committee asked that it be consulted formally on the annual staff pay review. The Committee considered this item at its meeting of 16 July 2019.
- 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 Chief Officer 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 on 16 July 2019).

Meeting Dates

- 4.13 The table set out below shows the Committee's provisional meeting dates for the 2019/20 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)
16 October 2019	<ul style="list-style-type: none">• Chief Officer Consultation Reports (if any)• Assembly/Secretariat Budget 2019/20• Update on Royal Docks & Housing and Land recruitment from meeting of 11 December 2018• Update: Garden Bridge Report• Domestic violence and gender-based abuse report
21 November 2019	<ul style="list-style-type: none">• Chief Officer Consultation Reports (if any)• Draft Assembly Timetable of Meetings 2019/20• Secretariat Quarterly Monitoring Report Q2• Individual Electoral Registration
3 December 2019	<ul style="list-style-type: none">• Chief Officer Consultation Reports (if any)• State of London Debate Consultation• GLA Group use of Personal Data• Workforce Report

23 January 2020	<ul style="list-style-type: none"> • Chief Officer Consultation Reports (if any) • People’s Question Time • Secretariat Quarterly Monitoring Report Q3 • Assembly’s Requirements for Information to be Included in the Mayor’s Annual Report • Progress Report: Review of Grievance Procedure
26 February 2020	<ul style="list-style-type: none"> • Chief Officer Consultation Reports (if any) • The Mayor’s Annual Equalities Report 2018/19 • Assembly Annual Report • 2020 Elections update
17 March 2020	<ul style="list-style-type: none"> • Chief Officer 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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