

## Report to Scrutiny

Item Number: 6

<b>Contains Confidential or Exempt Information</b>	No
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**Subject of Report:** Panel Operations

**Meeting:** Scrutiny Review Panel 3 – 2017/2018: Future Ealing  
28 September 2017

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**Brief:** To note the change in the membership and agree the agenda items for the next meeting, including external engagement and site visits.

**Recommendations:** The Panel is asked to:

- note the change in the membership; and
- agree the agenda items and actions for the next meeting on 30 November 2017.

## 1. Panel Operations

### Change in Panel Membership

1.1 At the last Council meeting on 18 July 2017, it was agreed that Cllr Joy Morrissey would replace Cllr Joanna Dabrowska on this Panel.

1.2 The Panel is asked to note the change in the membership.

### Updated Work Programme

1.3 The updated Work Programme is attached as **Appendix 1** to this report for the Panel's consideration and agreement.

1.4 The forward plan identifies topics to be addressed at each meeting. It is a rolling programme of work that is amended throughout the period. Items can be addressed as and when they arise or come to the attention of the Panel.

1.5 An updated Work Programme is presented at each Panel meeting. This allows the Panel, officers and others to know well in advance the topics of enquiry that will be addressed throughout the year; schedule items into the Work Programme accordingly and track the progress of issues.

### **External Engagement**

1.6 The Panel members are asked to consider and agree how else they would like to engage local people and other key stakeholders in the next main topic for consideration which is **commercialisation and assets programme**.

1.7 The Panel is asked to agree on which experts to invite to the meeting and suggest any other ways to seek views on this topic.

### **Guidance on Selecting Topics**

1.8 General guidance on selecting a scrutiny topic is that it should be:

- specific (there is a clear remit/question to answer);
- achievable (in the time given and the resources available);
- likely to generate productive outcomes;
- timely and relevant (a community or Council priority); and
- of public interest.

1.9 The Panel is asked to consider and agree the agenda items and actions for the next meeting on 30 November 2017.

## 2. Legal Implications

2.1 The general scrutiny functions and powers are set out in the Council Constitution.

## 3. Financial Implications

3.1 There are no direct financial implications arising from this report. Support to the Scrutiny Panel is contained within the allocated budget. Value for money will come from having appropriate agenda items on the Work Programme that will help the Panel to achieve the key expected outcomes.

#### **4. Other Implications**

4.1 There are no other implications arising.

#### **5. Background Papers**

5.1 Ealing Council's Constitution, available at

[http://www.ealing.gov.uk/info/200892/decision\\_making/597/council\\_constitution](http://www.ealing.gov.uk/info/200892/decision_making/597/council_constitution)

Scrutiny Review Panel 3 – 2017/2018: Future Ealing – Agendas, Minutes and Reports, available at

[http://ealing.cmis.uk.com/ealing/Committees/tabid/62/ctl/ViewCMIS\\_CommitteeDetails/mid/381/id/287/Default.aspx](http://ealing.cmis.uk.com/ealing/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/287/Default.aspx)

Overview and Scrutiny Committee – Agendas, Minutes and Reports, available at

[http://ealing.cmis.uk.com/ealing/Committees/tabid/62/ctl/ViewCMIS\\_CommitteeDetails/mid/381/id/34/Default.aspx](http://ealing.cmis.uk.com/ealing/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/34/Default.aspx)

Current agendas and reports are available at

<http://ealing.cmis.uk.com/ealing/Committees.aspx>

## Report Consultation

<i>Name of Consultee</i>	<i>Department</i>	<i>Date Sent to Consultee</i>	<i>Date Response Received from Consultee</i>	<i>Comments Appear in Report Para</i>
<b>Internal</b>				
Keith Fraser	Head of Democratic Services	15.09.17		
Helen Harris	Director of Legal and Democratic Services	N/A		
Ross Brown	Director of Finance and s151 Officer	N/A		
Cllr Josh Blacker	Panel Chair	04.09.17		
Cllr Gary Malcolm	Panel Vice Chair	04.09.17		
<b>External</b>				
None				

## Report History

<b>Decision Type:</b>		<b>Urgency item?</b>	
Non-key Decision		No	
<b>Authorised by Cabinet Member:</b>	<b>Date Report Drafted:</b>	<b>Report Deadline:</b>	<b>Date Report Sent:</b>
N/A	04.09.17	19.09.17	18.09.17
<b>Report No.:</b>	<b>Report Author and Contact for Queries:</b>		
	Harjeet Bains Scrutiny Review Officer Email: <a href="mailto:bainsh@ealing.gov.uk">bainsh@ealing.gov.uk</a> Tel: 020-8825 7120		