



Report to Scrutiny

Item Number: 7

Contains Confidential or Exempt Information

No

Subject of Report:	Updated Work Programme
Meeting:	Scrutiny Review Panel 4 – 2017/2018: Transport 3 October 2017
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Scrutiny Officer:	Harjeet Bains Scrutiny Review Officer Email: bainsh@ealing.gov.uk Tel: 020-8825 7120
Cabinet Responsibility:	Councillor Ranjit Dheer (Deputy Leader, Community Services and Safety) Councillor Bassam Mahfouz (Transport, Environment and Leisure) Councillor Hitesh Tailor (Health and Adult Services)
Director Responsibility:	Helen Harris Director of Legal and Democratic Services Email: harrish@ealing.gov.uk Tel: 020-8825 8615
Brief:	To agree the agenda items for the next meeting, including external engagement and site visits.
Recommendations:	The Panel is asked to agree the agenda items and actions for the next meeting on 6 December 2017.

1.0 Updated Work Programme

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

1.2 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.

1.3 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

1.4 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 two main topics for consideration which are the **travel support strategy** and **patient transport service**.

1.5 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

1.6 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.

1.7 The Panel is asked to consider and agree the agenda items and actions for the next meeting on 6 December 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.

5.0 Background Papers

5.1 Ealing Council's Constitution, available at

http://www.ealing.gov.uk/info/200892/decision_making/597/council_constitution

Scrutiny Review Panel 4 – 2017/2018: Transport – Agendas, Minutes and Reports, available at

http://ealing.cmis.uk.com/ealing/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/288/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

Current agendas and reports are available at

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

Report Consultation

Name of Consultee	Department	Date Sent to Consultee	Date Response Received from Consultee	Comments Appear in Report Para
Internal				
Keith Fraser	Head of Democratic Services	19.09.17		
Helen Harris	Director of Legal and Democratic Services	N/A		
Ross Brown	Acting Director of Finance and s151 Officer	N/A		
Chris Cole	Transport Projects and Policy Manager	07.09.17		
Russell Roberts	Principal Transport Planner	07.09.17		
Joanne Mortensen	Sustainability Manager	07.09.17		
Cllr Kamaljit Nagpal	Panel Chair	07.09.17		
Cllr Joanna Dabrowska	Panel Vice Chair	07.09.17		
External				
None				

Report History

Decision Type:		Urgency item?	
Non-key Decision		No	
Authorised by Cabinet Member:	Date Report Drafted:	Report Deadline:	Date Report Sent:
N/A	06.09.17	22.09.17	21.09.17
Report No.:	Report Author and Contact for Queries:		
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