

Report to Scrutiny

Item Number:

Contains Confidential or Exempt Information

No

Subject of Report: Panel's Terms of Reference

Meeting: Scrutiny Review Panel 2 – 2020/2021
8 July 2020

Service Report Author: Harjeet Bains
Scrutiny Review Officer
Email: bainsh@ealing.gov.uk
Tel: 020-8825 7120

Scrutiny Officer: Harjeet Bains
Scrutiny Review Officer
Email: bainsh@ealing.gov.uk
Tel: 020-8825 7120

Cabinet Responsibility: Councillor Peter Mason
(Housing, Planning and Transformation)

Director Responsibility: Helen Harris
Director of Legal and Democratic Services
Email: harrish@ealing.gov.uk
Tel: 020-8825 8615

Brief: To consider and agree the Panel's terms of reference.

Recommendations: That the Panel accepts its terms of reference.

1.0 Panel's Terms of Reference

Overview

- 1.1 Due to the present circumstances, the Overview and Scrutiny Committee decided that as the Annual Council had not yet taken place (at which the membership of the Scrutiny Panels for the new municipal year would normally be confirmed), the previous year's Panels should continue for the first scheduled meetings in July with each Panel undertaking a light touch review of a key element of Ealing Council's approach to the COVID-19 pandemic.
- 1.2 This Panel has been tasked to consider the Council's approach regarding the **community response in the borough** to the COVID-19 pandemic.
- 1.3 Thereafter, the Overview and Scrutiny Committee will coordinate the work of the individual Panels to produce a combined report on Ealing Council's approach to the COVID-19 pandemic.

Scope of the Panel

- 1.4 The Panel will consider the impact of the COVID-19 pandemic on the community response in the borough including:
- the Ealing Together project
 - support to shielding residents
 - support to formal/informal community and volunteer networks

Key Witnesses

- 1.5 The key Cabinet Member called to give evidence on this issue is Councillor Peter Mason (Portfolio Holder for Housing, Planning and Transformation) and Lead Member for the Ealing Together project.
- 1.6 The main Service Officers called to give evidence are:
- Kieran Read (Director of Strategy and Engagement)
 - Mark Wiltshire (Director of Community Development)
 - Adam Whalley (Assistant Director Capital Investment Programme)
 - David Murray (Assistant Director Communities)
- 1.7 Witnesses have been called from Ealing Council only in acknowledging that partner organisations are still responding to and recovering from the crisis. Any lines of enquiry for partner agencies should be identified and followed up in due course.

Evidence to be provided

- 1.8 In recognising that Officers are still focusing on the response and recovery work the approach to Scrutiny in this area should be light touch. Hence, Officers and Cabinet Members have been asked to give oral evidence of the Council's work to date.
- 1.9 However any information, evidence or resources that have already been prepared within these areas can be provided to assist the Panel in its understanding of the issues.

- 1.10 The key lines of enquiry have been relayed to witnesses in advance to assist with the preparation for the meeting.
- 1.11 Panel members should be mindful of the volume of follow-up work (including facts, figures, statistics, etc.) being requested as the response and recovery to the pandemic is still underway.

Future COVID-19 Scrutiny Work

- 1.12 It is likely that a full Scrutiny Panel (or Panels) will be convened to scrutinise the response to COVID-19 in depth for the remainder of the year. So any areas of further investigation that the Panel identifies at this meeting should be highlighted for future meetings.

2.0 Legal Implications

- 2.1 There are none arising from this report.
- 2.2 The general scrutiny functions and powers are set out in the Council Constitution (as amended).
- 2.3 The constitution requires that Scrutiny Review Panel recommendations be submitted to the Overview and Scrutiny Committee for approval before submission to Cabinet.

3.0 Financial Implications

- 3.1 Support to the Panel is contained within the allocated budget. Value for money will be achieved from the Panel completing its brief to time and quality, with considered recommendations.

4.0 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

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	Job Title	Date Sent to Consultee	Date Response Received from Consultee	Comments Appear in Report Para
Internal				
Helen Harris	Director of Legal and Democratic Services	N/A		
Ross Brown	Chief Finance Officer	N/A		
Sam Bailey	Head of Democratic Services	29.06.20		
Cllr Karanvir Dhadwal	Panel Chair	16.06.20 22.06.20		
Cllr Seema Kumar	Panel Vice Chair	16.06.20/ 22.06.20		
Kieran Read	Director of Strategy and Engagement	22.06.20		
Mark Wiltshire	Director of Community Development	16.06.20/ 22.06.20		
Adam Whalley	Assistant Director Capital Investment Programme	16.06.20/ 22.06.20		
David Murray	Assistant Director Communities	22.06.20		
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	25.06.20	30.06.20	29.06.20
Report No.:	Report Author and Contact for Queries:		
	Harjeet Bains Scrutiny Review Officer Email: bainsh@ealing.gov.uk Tel: 020-8825 7120		