



Report to Scrutiny

Item Number: 5

Contains Confidential or Exempt Information

No

Subject of Report: Draft Final Report of Scrutiny Review Panel 3 – 2016/2017: Emergency Planning and Business Continuity

Meeting: Scrutiny Review Panel 3 – 2016/2017:
Emergency Planning and Business Continuity
11 April 2017

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Director Responsibility: Helen Harris, Director of Legal and Democratic Services
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Brief: To consider and agree the Panel's Draft Final Summary Report as well as suggest topics for scrutiny in 2016/2017

Recommendations: The Panel is asked to:

- agree, with any amendments, the Panel's Draft Final Report;
- agree that the Chair (Cllr Anthony Young) and Vice Chair (Cllr Anthony Kelly) be authorised to approve a final version of the full report in time for the Overview and Scrutiny Committee meeting on 6 July 2017 and Cabinet meeting on 12 September 2017; and
- suggest topics for scrutiny in the 2017/2018 municipal year.

1. Draft Final Report of Scrutiny Review Panel 3 – 2016/2017: Emergency Planning and Business Continuity

1.1 The Draft Final Report of Scrutiny Review Panel 3 – 2016/2017: Emergency Planning and Business Continuity is attached as **Appendix 1** to this report. The purpose of this report is to enable the Panel to make decisions about the content of its final report to the Overview and Scrutiny Committee.

1.2 The Panel is asked to:

- review the report and proposed recommendations contained in Section 7.0 of Appendix 1 and finalise the recommendations that should be included in the final report;
- note that the officer comments will be requested once the recommendations are finalised;
- consider and discuss Members' own ideas for additions or amendments to the report including any other key learning points for inclusion in the final report; and
- agree that the Chair (Cllr Anthony Young) and Vice Chair (Cllr Anthony Kelly) be authorised to approve a final version of the full report in time for the Overview and Scrutiny Committee meeting on 6 July 2017 and Cabinet meeting in 12 September 2017.

Scrutiny Topics for 2017/2018

1.3 The Panel is asked to suggest topics for scrutiny in the 2017/2018 municipal year. The suggested topics will be included in the list of topics for selection at the Ealing Annual Scrutiny Conference on 11 May 2017.

2. Legal Implications

2.1 The constitution requires that Review Panel recommendations be submitted to the Overview and Scrutiny Committee for approval prior to submission to Cabinet. The Overview and Scrutiny Committee is scheduled to consider these recommendations on 6 July 2017.

2.2 The general scrutiny functions and powers are set out in the Council Constitution (as amended).

3. 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 which will assist in achieving the objectives set out in the corporate plan. Each recommendation in the final report will (where applicable) clearly show the cost of implementing the proposal.

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

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

Scrutiny Review Panel 3 – 2016/2017: – Emergency Planning and Business Continuity – Agendas, Minutes and Reports, available at

http://ealing.cmis.uk.com/ealing/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/280/Default.aspx

For information about Scrutiny in Ealing, including meeting dates and work programmes, go to:

http://www.ealing.gov.uk/info/200892/decision_making/344/scrutiny

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	29.03.17		
Helen Harris	Director of Legal and Democratic Services	N/A		
Ross Brown	Director of Finance and s151 Officer	N/A		
Cllr Anthony Young	Panel Chair	10.03.17/ 15.03.17		
Cllr Anthony Kelly	Panel Vice Chair	10.03.17/ 15.03.17		
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	17.02.17	31.03.17	30.03.17
Report No.:	Report Author and Contact for Queries:		
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