

## Report to Scrutiny

Item Number: 7

**Contains Confidential or Exempt Information**

No

<b>Subject of Report:</b>	Panel Operations in 2013/2014
<b>Meeting:</b>	Scrutiny Review Panel 1 – 2013/2014: Governance 28 November 2013
<b>Service Report Author:</b>	Harjeet Bains Scrutiny Review Officer <a href="mailto:bainsh@ealing.gov.uk">bainsh@ealing.gov.uk</a> Tel: 020-8825 7120
<b>Scrutiny Officer:</b>	Harjeet Bains Scrutiny Review Officer <a href="mailto:bainsh@ealing.gov.uk">bainsh@ealing.gov.uk</a> Tel: 020-8825 7120
<b>Cabinet Responsibility:</b>	Councillor Julian Bell (Leader of the Council and Policy Overview Portfolio)
<b>Director Responsibility:</b>	Helen Harris Director of Legal and Democratic Services <a href="mailto:harrish@ealing.gov.uk">harrish@ealing.gov.uk</a> Tel: 020-8825 8159
<b>Brief:</b>	To consider feedback on Neighbourhood Ward Forums, Officers and Councillors interview notes, and agree the agenda items and actions (including external engagements and planned visits) for the next meeting.
<b>Recommendations:</b>	The Panel is asked to: <ul style="list-style-type: none"><li>- consider and comment on the feedback provided;</li><li>- consider and comment on the Officers and Councillors interview notes;</li><li>- make recommendations for inclusion in the Panel's Final Report as necessary; and</li><li>- agree the agenda items and actions for the next meeting on 6 February 2014.</li></ul>

## 1. Panel Operations in 2013/2014

### ***Feedback on Neighbourhood Ward Forums***

- 1.1 As part of the review of Neighbourhood Governance, the Panel Members were asked to attend at least one Neighbourhood Ward Forum meeting (other than their own) in the borough and, if possible, at other neighbouring boroughs e.g. Hounslow, Brent, etc.
- 1.2 The written feedback provided to the Scrutiny Review Officer as at Wednesday 13 November 2013 has been included in **Appendix 1** to this report.
- 1.3 With the agreement of the Chair and Vice Chair, the Scrutiny Review Officer sought views on Neighbourhood Ward Forums from:
- all the Council's Elected Members (by email);
  - the attendees of Ward Forum meetings (by email through the Neighbourhood Coordinators Team using the Ward Forums mailings list);
  - publicising on the Council and other community websites e.g. Acton W3, Ealing Today and Ealing Community Network.
- 1.4 Feedback received from other Councillors and the public is included in **Appendix 2** to this report.
- 1.5 The Chair is asked to invite any further verbal feedback from Panel Members.

### ***Interviews – Ealing Council's Current Governance Arrangements***

- 1.6 The Chair (Cllr Anthony Young) and Vice Chair (Cllr Yoel Gordon) have been interviewing key Officers and Councillors/Ex Councillor over the past few months to seek their views on Ealing Council's current governance arrangements.
- 1.7 The following individuals have been interviewed so far:

#### Officers:

- David Archibald (Executive Director of Children and Adults)
- Helen Harris (Director of Legal and Democratic Services)
- Pat Hayes (Executive Director of Regeneration and Housing)
- Ian O'Donnell (Executive Director of corporate Resources)
- Martin Smith (Chief Executive)
- Keith Townsend (Executive Director for Environment and Customer Services)

- 1.8 The notes of Officer interviews are included in **Appendix 3** to the report.

#### Councillors/Ex-Councillor:

- Cllr Julian Bell
- Cllr Ann Chapman
- Cllr Kate Crawford
- Cllr David Millican
- Cllr John Popham
- Mr Philip Portwood

- Cllr Ian Potts
- Cllr Roz Reece
- Cllr Gregory Stafford
- Cllr Hitesh Tailor
- Cllr Ray Wall

1.9 The notes of the Councillor/Ex Councillor interviews are included in **Appendix 4** to the report.

1.10 The following Councillors have yet to be interviewed:

- Cllr John Ball
- Cllr Ranjit Dheer
- Cllr Yvonne Johnson
- Cllr Mark Reen
- Cllr Brian Reeves
- Cllr Jason Stacey

1.11 The Panel is asked to consider all the feedback presented and make recommendations for further improvements accordingly.

#### ***Updated Work Programme***

1.12 The Updated Work Programme is attached as **Appendix 5** to this report for the Panel's consideration and agreement.

1.13 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.

1.14 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***

1.15 The Panel is 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, **Cabinet and Council Functions**.

1.16 The Panel is asked to suggest any other ways in which they wish to seek views on London Borough of Ealing's Council and Cabinet functions.

#### ***Guidance on Selecting Topics***

1.17 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.

1.18 The Panel is asked to consider and agree the agenda items and actions for the next meeting on 6 February 2014.

## **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 1 – 2013/2014: Governance Terms of Reference, Work Programme, Agendas, Minutes and Reports available at [http://ealing.cmis.uk.com/ealing/Committees/tabid/62/ctl/ViewCMIS\\_CommitteeDetails/mid/381/id/36/Default.aspx](http://ealing.cmis.uk.com/ealing/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/36/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)

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](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

<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><i>Internal</i></b>				
Keith Fraser	Head of Scrutiny and Committees	15.11.13		
Helen Harris	Director of Legal and Democratic Services	N/A		
Jenny Jones	Head of Finance	N/A		
Cllr Anthony Young	Panel Chair	31.10.13		
Cllr Yoel Gordon	Panel Vice Chair	31.10.13		
<b><i>External</i></b>				
None				

## Report History

<b><i>Decision Type:</i></b>		<b><i>Urgency item?</i></b>	
Non-key Decision		No	
<b><i>Authorised by Cabinet Member:</i></b>	<b><i>Date Report Drafted:</i></b>	<b><i>Report Deadline:</i></b>	<b><i>Date Report Sent:</i></b>
N/A	16.10.13	19.11.13	18.11.13
<b><i>Report No.:</i></b>	<b><i>Report Author and Contact for Queries:</i></b>		
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