

## Report to Scrutiny

Item Number: 7

**Contains Confidential or Exempt Information**

No

<b>Subject of Report:</b>	Panel Operations
<b>Meeting:</b>	Scrutiny Review Panel 4 – 2017/2018: Transport 6 December 2017
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<b>Scrutiny Officer:</b>	Harjeet Bains Scrutiny Review Officer Email: <a href="mailto:bainsh@ealing.gov.uk">bainsh@ealing.gov.uk</a> Tel: 020-8825 7120
<b>Cabinet Responsibility:</b>	Councillor Ranjit Dheer (Deputy Leader, Community Services and Safety)  Councillor Bassam Mahfouz (Transport, Environment and Leisure)  Councillor Hitesh Tailor (Health and Adult Services)
<b>Director Responsibility:</b>	Helen Harris Director of Legal and Democratic Services Email: <a href="mailto:harrish@ealing.gov.uk">harrish@ealing.gov.uk</a> Tel: 020-8825 8615
<b>Brief:</b>	To receive the feedback from the recent site visits and agree the agenda items for the next meeting, including external engagement and site visits.
<b>Recommendations:</b>	The Panel is asked to: <ul style="list-style-type: none"><li>- receive and comment on the feedback from the recent site visits;</li><li>- agree the agenda items and actions for the next meeting on 1 March 2018.</li></ul>

## 1.0 Panel Operations

1.1 The feedback from the recent site visits (**Appendix 1**) and the updated Work Programme (**Appendix 2**) are attached to this report for the Panel's consideration.

### **Feedback from Site Visits**

1.2 Since the last meeting, several Members undertook the following site visits:

- Safe Drive Stay Alive – Road Safety for Young People
- Cycling Workshop with Local Stakeholder Groups

1.3 The Panel is asked to comment on the feedback presented and make recommendations for any further improvements accordingly.

### **Updated Work Programme**

1.4 The updated Work Programme is attached as **Appendix 2** to this report for the Panel's consideration and agreement.

1.5 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.

1.6 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**

1.7 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 three main topics for consideration which are the **travel support strategy**, **patient transport service** and **Heathrow access and night public connectivity in the borough**.

1.8 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.

1.9 As part of the patient transport service review, several Panel Members attended the NHS workshop on the assessment for patient transport services across North West London which was held in Hammersmith on 29 June 2017.

1.10 The Panel is also scheduled to undertake a test ride journey with the Ealing Community Transport service in early February 2018 as part of the travel support strategy review.

### **Guidance on Selecting Topics**

1.11 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.

1.12 The Panel is asked to consider and agree the agenda items and actions for the next meeting on 1 March 2018.

## **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](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](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](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	27.11.17		
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	02.11.17		
Russell Roberts	Principal Transport Planner	02.11.17		
Nicky Batkin	Senior School Travel Advisor	02.11.17		
Joanne Mortensen	Sustainability Manager	02.11.17		
Cllr Kamaljit Nagpal	Panel Chair	02.11.17		
Cllr Joanna Dabrowska	Panel Vice Chair	02.11.17		
<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	30.10.17	28.11.17	27.11.17
<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		