

Scrutiny Review Panel 1 - 2013/2014 Governance

Work Programme

Item No.	Item Details	Brief/Comments
Meeting 1 - Tuesday 9 July 2013		
1	Panel Operations in 2013/2014 (<i>Director of Legal and Democratic Services - Helen Harris/Scrutiny Review Officer - Harjeet Bains</i>)	To consider and agree the Terms of Reference for the Panel (including co-option arrangements and external engagement). To consider, plan and agree the agenda items for all the Panel meetings in the year including additional visits.
2	An Overview on the Council's Current Governance Arrangements (including the quasi-judicial elements) and the Implications of the Localism Act 2011 in respect of Governance (<i>Director of Legal and Democratic Services - Helen Harris</i>)	To consider the current governance arrangements of the Council and the implications of the Localism Act 2011 and identify any areas for further review at future meetings.
3	Governance Arrangements in Local Authorities - An External Perspective (<i>Presentation by Local Government Association - Ed Hammond, Research and Information Manager, Centre for Public Scrutiny</i>)	The presentation to provide an external perspective on governance arrangements in local authorities. Useful Background Publications for circulation to Panel Members: - Changing Governance Arrangements (Centre for Public Scrutiny - Policy Briefing 4, December 2010) - Musical Chairs (Centre for Public Scrutiny - Practical issues for local authorities in moving to a committee system) plus two Appendices: 1. Showing the different governance options on a spectrum. 2. The case study authorities in detail Available at www.cfps.org.uk/committee-system .

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4	Scrutiny Function <i>(Head of Scrutiny and Committees - Keith Fraser)</i>	To review the current governance arrangements of the function and make recommendations accordingly.
Meeting 2 - Thursday 26 September 2013		
1	Public Engagement (including Petitions, Community/Councillor Calls for Action, Consultations, etc.) <i>(Head of Scrutiny and Committees - Keith Fraser/ Research and Consultation Manager - Rajiv Ahlawat)</i>	To review how the Council currently engages with the local community and make proposals for further improvements accordingly. <i>This item is also being covered in the interviews of key Councillors and Officers that are presently being conducted by the Chair and Vice Chair on the Council's current governance arrangements and future direction of governance.</i> <i>In addition, the Panel Members have been asked to undertake a small exercise in reviewing the Consultations Section of the Council's website and provide feedback on their findings.</i>
2	Health and Wellbeing Board <i>(Acting Director of Public Health - Bal Kaur/Head of Scrutiny and Committees - Keith Fraser)</i>	To review the current governance arrangements of the Board in conjunction with the role of the Health and Adult Social Services Scrutiny Panel and make recommendations accordingly.
3	Updated Work Programme for Scrutiny Review Panel 1 - 2013/2014: Governance <i>(Director of Legal and Democratic Services - Helen Harris/Scrutiny Review Officer - Harjeet Bains)</i>	To consider and agree the agenda items for the next meeting of the Panel.
Meeting 3 - Thursday 28 November 2013		
1	Neighbourhood Governance <i>(Executive Support Manager - Anita Hamilton)</i>	To review and make recommendations on the neighbourhood governance in the borough. <i>As part of this review, actively seek the views of the local community and visit different neighbourhood ward forum meetings both within and outside the borough.</i>

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2	Updated Work Programme for Scrutiny Review Panel 1 - 2013/2014: Governance (Director of Legal and Democratic Services - Helen Harris/Scrutiny Review Officer - Harjeet Bains)	To consider and agree the agenda items for the next meeting of the Panel.
Meeting 4 - Thursday 6 February 2014		
1	Cabinet and Council Functions (Director of Legal and Democratic Services - Helen Harris/Head of Scrutiny and Committees - Keith Fraser)	To review in detail the current governance arrangements of these functions and make recommendations accordingly.
2	Panel to Draw Conclusions and Make Recommendations for inclusion in their Final Report (Chair - Cllr Anthony Young/ Vice Chair - Cllr Yoel Gordon)	To consider all the information/knowledge gathered during the course of the year to draw conclusions and make recommendations for inclusion in the Final Report.
3	Updated Work Programme for Scrutiny Review Panel 1 - 2013/2014: Governance (Director of Legal and Democratic Services - Helen Harris/Scrutiny Review Officer - Harjeet Bains)	To consider and agree the agenda items for the next meeting of the Panel.
Meeting 5 - Thursday 3 April 2014		
1	Draft Final Report of Scrutiny Review Panel 1 - 2013/2014: Governance (Director of Legal and Democratic Services - Helen Harris/Scrutiny Review Officer - Harjeet Bains)	To consider and agree, with any amendments, the Panel's final report to the Overview and Scrutiny Committee.

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Planned Visits		Comments
1	Neighbourhood Ward Forums in the London Borough of Ealing	The Panel Members have been provided with the Meetings Timetable for all Ward Forum meetings and asked to attend the Autumn round of meetings outside of their own Wards.
2	Isleworth and Brentford Area Forum Meetings in London Borough of Hounslow	To be held at 7.30pm in the Brentford Free Church, Boston Manor Road (Half Acre), Brentford, Middlesex, TW8 8DW on: Thursday 19 September and Thursday 21 November 2013.
3	Brent Connects Area Forums in London Borough of Brent	Brent Connects Harlesden 7.00pm on Tuesday 15 October 2013 in Tavistock Hall, Tavistock Road (next to Burger King drive-thru), Harlesden, NW10. Brent Connects Kilburn and Kensal 7.00pm on Tuesday 1 October 2013 in Kensal Rise Primary School Hall, Harvist Road, Kilburn, NW6. Brent Connects Kingsbury and Kenton 7.00pm on Tuesday 22 October 2013 in Brent Civic Centre, Engineers Way, Wembley, HA9. Brent Connects Wembley 7.00pm on Wednesday 2 October 2013 in Brent Civic Centre, Engineers Way, Wembley, HA9. Brent Connects Willesden 7.00pm on Wednesday 16 October 2013 in College of North West London, Denzil Road, Willesden, NW10.
4	Joint Local Government Association/Centre for Public Scrutiny Good Governance Workshop	10.00am on Tuesday 22 October 2013 Local Government House, Smith Square, London, SW1P 3HZ