



## Report to Scrutiny

Item Number:

<b>Contains Confidential or Exempt Information</b>	No
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<b>Subject of Report:</b>	Updated Work Programme
<b>Meeting:</b>	Scrutiny Review Panel 2 – 2017/2018: Licensing Policy 23 November 2017
<b>Service Report Author:</b>	Harjeet Bains Scrutiny Review Officer Email: <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 Email: <a href="mailto:bainsh@ealing.gov.uk">bainsh@ealing.gov.uk</a> Tel: 020-8825 7120
<b>Cabinet Responsibility:</b>	Councillor Julian Bell (Leader and Regeneration)  Councillor Ranjit Dheer (Deputy Leader, Community Services and Safety)
<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 consider the updated work programme and agree the agenda items for the next meeting, including external engagement and site visits.
<b>Recommendations:</b>	The Panel is asked to agree the agenda items and actions for the next meeting on 15 February 2018.

## **1. Updated Work Programme**

- 1.1 The updated Work Programme is attached as **Appendix 1** to this report for the Panel's consideration and agreement.
- 1.2 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.
- 1.3 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***

- 1.4 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 main topic for consideration which is **Special Policy Areas**.
- 1.5 Currently, representatives of Ealing Civic Society and the Residents Associations within the borough will be invited to the meeting for their views on this item. The Panel members are asked to agree on which experts to invite to the meeting and suggest other ways in which they wish to seek views on this topic.

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

- 1.6 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.
- 1.7 The Panel is asked to consider and agree the agenda items and actions for the next meeting on 15 February 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 would 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 2 – 2017/2018: Licensing Policy – Agendas, Minutes and Reports, available at

[http://ealing.cmis.uk.com/ealing/Committees/tabid/62/ctl/ViewCMIS\\_CommitteeDetails/mid/381/id/286/Default.aspx](http://ealing.cmis.uk.com/ealing/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/286/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

<b>Name of Consultee</b>	<b>Department</b>	<b>Date Sent to Consultee</b>	<b>Date Response Received from Consultee</b>	<b>Comments Appear in Report Para</b>
<b>Internal</b>				
Keith Fraser	Head of Democratic Services	10.11.17		
Helen Harris	Director of Legal and Democratic Services	N/A		
Ross Brown	Director of Finance and S151 Officer	N/A		
Mark Wiltshire	Director Safer Communities and Housing	26.10.17		
David Moore	Interim Director of Regeneration and Planning	26.10.17		
Henry Kennedy-Skipton	Head of Regeneration	26.10.17		
Jess Murray	Acting Head of Safer Communities, Tenancies and Regulatory Operations	26.10.17		
Helen Statham	Operations Manager, Regulatory Services	26.10.17		
Alison Luff	Lawyer, Planning and Property Legal	26.10.17		
Paula Portas	Democratic Services Officer	26.10.17		
Cllr Anthony Young	Panel Chair	26.10.17		
Cllr Paul Conlan	Panel Vice Chair	26.10.17		
<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	23.10.17	14.11.17	13.11.17
<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		