

Report to Scrutiny

Item Number:

Contains Confidential or Exempt Information

No

Subject of Report:	Updated Work Programme
Meeting:	Scrutiny Review Panel 4 – 2016/2017: Digital Services 16 February 2017
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Scrutiny Officer:	Harjeet Bains Scrutiny Review Officer Email: bainsh@ealing.gov.uk Tel: 020-8825 7120
Cabinet Responsibility:	Councillor Yvonne Johnson (Finance, Performance and Customer Services) Councillor Peter Mason (Prosperity, Skills, Employment and Transformation)
Director Responsibility:	Helen Harris Director of Legal and Democratic Services Email: harrish@ealing.gov.uk Tel: 020-8825 8615
Brief:	To consider the updated work programme and agree the agenda items and actions (including external engagement and site visits) for the next meeting.
Recommendations:	The Panel is asked to agree the agenda items and actions for the next meeting on 27 April 2017.

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.
- 1.4 At the next meeting, which is the last meeting, the Panel is scheduled to consider its **Draft Final Report**.
- 1.5 The Panel is asked to agree the agenda items and actions for the next meeting on 27 April 2017.

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

Scrutiny Review Panel 4 – 2016/2017: Digital Services – Agendas, Minutes and Reports, available at

http://ealing.cmis.uk.com/ealing/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/281/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

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>
<i>Internal</i>				
Keith Fraser	Head of Democratic Services	03.02.17		
Helen Harris	Director of Legal and Democratic Services	N/A		
Ross Brown	Director of Finance and Deputy s151 Officer	N/A		
Cllr Joanna Camadoo	Panel Chair	19.01.17		
Cllr Gary Malcolm	Panel Vice Chair	19.01.17		
<i>External</i>				
None				

Report History

<i>Decision Type:</i>		<i>Urgency item?</i>	
Non-key Decision		No	
<i>Authorised by Cabinet Member:</i>	<i>Date Report Drafted:</i>	<i>Report Deadline:</i>	<i>Date Report Sent:</i>
N/A	17.01.17	07.02.17	06.02.17
<i>Report No.:</i>	<i>Report Author and Contact for Queries:</i>		
	Harjeet Bains Scrutiny Review Officer Email: bainsh@ealing.gov.uk Tel: 020-8825 7120		