

Communities & Customer Services Policy & Scrutiny Committee

Date:	24 June 2019
Classification:	General Release
Title:	Committee Work Programme
Report of:	Director of Policy, Performance & Communications
Cabinet Member Portfolio	Cabinet Member for Customer Services & Digital Cabinet Member for Sports, Culture & Community
Wards Involved:	All
Policy Context:	All
Report Author and Contact Details:	Artemis Kassi x 3451 akassi@westminster.gov.uk

1. Executive Summary

- 1.1 This report presents the proposed Committee Work Programme for 2019/20 for approval.

2. Key Matters for the Committee's Consideration

- 2.1 The Committee is asked to review and approve the draft list of suggested Work Programme items (Appendix 1) and prioritise where required.

3. Background

- 3.1 The proposed Work Programme takes into account suggestions made by the Committee at its last meeting on 4th March, and a long list of topics for 2019/20 that was drawn together through a horizon scanning exercise, discussions with Officers in the relevant services and suggestions from Members.
- 3.2 When reviewing and deciding which topics to include in the Work Programme, the Committee is encouraged to consider:
- where scrutiny can add most value;
 - when would be the best time to consider an item;
 - which items would enable scrutiny to contribute most to the council's priorities;

- the most appropriate way to consider a topic (e.g. committee report, task group work or another approach); and
- which items help the committee best to reflect the voice and concerns of residents.

3.3 The Terms of Reference for the Communities & Customer Services Policy & Scrutiny Committee are attached for information (Appendix 2).

If you have any queries about this Report or wish to inspect any of the Background Papers, please contact Artemis Kassi x3451

akassi@westminster.gov.uk

APPENDICES:

Appendix 1: Committee Work Programme

Appendix 2: Terms of Reference for the Communities & Customer Services Policy & Scrutiny Committee