

Economic Development, Education and Place Shaping Policy & Scrutiny Committee

Date:	16 September 2019
Classification:	General Release
Title:	2019/2020 Work Programme and Action Tracker
Report of:	Director of Policy, Performance & Communications
Cabinet Member Portfolio	Cabinet Member for Economic Development, Education and Skills Cabinet Member for Place Shaping and Planning
Wards Involved:	All
Policy Context:	All
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1. Executive Summary

1. This report presents the current version of the work programme for 2019/2020 and also provides an update on the action tracker.

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;
- Note the action tracker (Appendix 2); and
- Finalise items for the meeting on 11th November 2019.

3. Changes to the work programme following the last meeting

- 3.1 The Committee is advised that the June meeting was cancelled due to cabinet portfolio changes and changes to the remit of the Committee. As a result, the item concerning the Libraries Advisory Board report came within the remit of the Communities and Customer Services Policy and Scrutiny Committee.

- 3.2 The Committee is asked to note the Work Programme (Appendix 1) and Action Tracker (Appendix 2). The Committee is also asked to note that the Work Programme for 2019 and 2020 will extend to November 2020 to re-align with budget setting. Officers conducted a topic selection campaign for the Work Programme and discussions with directorates on the basis of this extended cycle. These are reflected in the Work Programme in Appendix 1.
- 3.3 The Committee is asked to review the Work Programme with a view to making suggestions and finalising the topics for the November 2019 meeting and the coming municipal year. The suggested item for the November meeting is a review of the Westminster Adult Education Service.
- 3.4 The Committee may wish to deal with some topics as substantive agenda items at a subsequent meeting in the next work programme or to receive a briefing.

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

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APPENDICES:

Appendix 1- Suggested Work Programme

Appendix 2- Action Tracker