WARWICK DISTRICT COUNCIL	**Overview and Scrutiny Committee – 12 January 2016**	**Agenda Item No. 4**

Title	Comments from the Executive
For further information about this report please contact	Lesley Dury, Committee Services Officer, 01926 456114 or committee@warwickdc.gov.uk
Service Area	Democratic Services
Wards of the District directly affected	N/A
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No
Date and meeting when issue was last considered and relevant minute number	1 December 2015
Background Papers	Executive Minutes – 1 December 2015

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No

Officer/Councillor Approval		
With regard to officer approval all reports *must* be approved by the report authors relevant director, Finance, Legal Services and the relevant Portfolio Holder(s).		
	Date	**Name**
Relevant Director		
Chief Executive		
CMT		
Section 151 Officer		
Legal		
Finance		
Portfolio Holders		

Consultation Undertaken	
N/A	
Final Decision?	Yes
Suggested next steps (if not final decision please set out below)	

1. Summary

1.1 This report informs the Committee of the response the Executive gave to their comments regarding the reports submitted to the Executive in December.

2. Recommendation

2.1 The responses made by the Executive are noted.

3. Reasons for the Recommendation

3.1 This report is produced to create a dialogue between the Executive and the Overview and Scrutiny Committee. It ensures that the Overview and Scrutiny Committee are formally made aware of the Executive's responses.

3.2 Where the Overview & Scrutiny Committee have made a recommendation as opposed to a comment the Executive are required to respond to the recommendation(s) made, including whether or not they accept the recommendation(s).

4. Alternative Option considered

4.1 This report is not produced and presented to the Committee.

5. Budgetary Framework

5.1 All work for the Committee has to be carried out within existing resources.

6. Policy Framework

6.1 The work carried out by the Committee helps the Council to improve in line with its priority to manage services openly efficiently and effectively.

7. Background

7.1 As part of the new scrutiny process, the Committee is no longer considering the whole of the Executive agenda.

7.2 On the day of publication of the Executive agenda all Councillors are sent an e-mail asking them to contact Committee Services, by 09.00am on the day of the Overview and Scrutiny Committee meeting to advise which Executive items they would like the Committee to consider.

7.3 As a result the Committee considered the items detailed in appendix 1. The response the Executive gave on each item is also shown.

7.4 In reviewing these responses Committee can identify any issues for which they would like a progress report. A future report, for example on how the decision has been implemented, would then be submitted to the Committee at an agreed date which would then be incorporated within the work programme.

Response from the meetings of the Executive on Overview and Scrutiny Committee Comments – 2 December 2015

Items no.	5	**Title**	Digital Transformation of Council Services	**Requested by**	Whitnash Residents' (Independents) Group
Reason considered	Concerns on payment options for some residents. Possible impact on one stop shops and review on that service. Questions about project costs, information about usage of cash and cheques for payment (stats), email and alternative contact mechanisms (like chat and resident online Warwick District Council accounts), and how to review.				
Scrutiny Comment	The Overview & Scrutiny Committee supported the report but recommends that all Members are informed in advance when it is planned to: (a) Cease cash and cheque payments; or (b) Close generic email accounts				
Executive Response	The recommendations were agreed as written subject to the addition that that all Members and relevant parties were informed in advance when it was planned to cease cash and cheque payments, or to close generic email accounts.				