



## DIGITAL TRANSFORMATION SCRUTINY PANEL

This meeting will be recorded and the sound recording subsequently made available via the Council's website: [charnwood.gov.uk/pages/committees](https://charnwood.gov.uk/pages/committees)

Please also note that under the Openness of Local Government Bodies Regulations 2014 that other people may film, record, tweet or blog from this meeting. The use of any images or sound recordings is not under the Council's control.

To: Councillors Brookes (Chair), Charles, Gerrard, Hamilton, Needham and Seaton (For attention)

All other members of the Council  
(For information)

You are requested to attend the meeting of the Digital Transformation Scrutiny Panel to be held in Virtual Meeting - Zoom on Tuesday, 29th March 2022 at 6.00 pm for the following business.

Chief Executive

Southfields  
Loughborough

21st March 2022

### AGENDA

1. APOLOGIES
2. MINUTES OF PREVIOUS MEETING 3 - 8  
To approve the minutes of the previous meeting.
3. DISCLOSURES OF PECUNIARY AND PERSONAL INTEREST
4. DECLARATIONS - PARTY WHIP

5. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURE 11.16
6. SCRUTINY SCOPING DOCUMENT 9 - 11  
To note the updated scrutiny scoping document for the panel, as discussed at the previous meeting of the panel.
7. PROJECTS UPDATE 12 - 196  
A report of the Head of Customer Experience to provide the panel with information related to projects, requested at the previous meeting of the panel.
8. FEEDBACK ON TASKS  
To enable panel members to feed back on the work allocated at the previous meeting.
9. DIGITAL COVENTRY 197 - 226  
In accordance with the scrutiny scoping document, to review other Local Authority digitalisation and transformation strategies and processes to learn best practice.  
  
The Head of IT and Digital at Coventry City Council will attend to discuss 'Digital Coventry' (attached).
10. PLANNING APPLICATIONS  
To enable the panel to discuss concerns with the planning applications process with the Head of Planning and Regeneration and the Head of Customer Experience.
11. IDENTIFYING KEY STAKEHOLDERS  
To enable the panel to identify key stakeholders.
12. WORK PROGRAMME AND KEY TASK PLANNING 227 - 228  
To schedule the key tasks in the scrutiny scoping document to be considered at the next meeting of the panel and to consider any work to be allocated to members of the panel in advance of the next meeting. Further scheduled meetings of the panel are:

27th April 2022

30th May 2022

27th June 2022 (to be rescheduled)

25th July 2022 (provisional)