



DIGITAL TRANSFORMATION SCRUTINY PANEL

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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 Wednesday, 27th April 2022 at 6.00 pm for the following business.

Chief Executive

Southfields
Loughborough

19th April 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 - 13
To note the scrutiny scoping document for the panel.
7. PANEL UPDATES
To provide updates to the panel on previously discussed items.
8. MARKETING AND COMMUNICATIONS
To enable the panel to identify ways to encourage website usage and self-service. The Communications Manager will attend to assist with the consideration of this item.
9. DEVELOPING SURVEY
In accordance with the scrutiny scoping document, to enable the panel to develop a survey to identify customer needs and preferences.
10. WORK PROGRAMME AND KEY TASK PLANNING 14 - 15
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:

30th May 2022

27th June 2022 (to be rescheduled)

25th July 2022 (provisional)