

SCRUTINY COMMITTEE WORK PROGRAMME 2010/2011 – NORWICH CITY COUNCIL

Pick Analysis for Prioritising Topics

Public interest – Impact - Council performance - Keeping in context

- P** Is there sufficient public interest in the topic?
- I** Will the review have a significant impact on community wellbeing?
- C** How is the council/organisation performing in this area?
- K** What else is happening in this area such as recent reviews or inspections?

* **Headline Priorities of the Corporate Plan – Strong & Prosperous City, Safe & Healthy Neighbourhoods and Opportunities for all.**

Date of Meeting	Topic	Organisation/ Officer/ Responsible Portfolio Holder	Links with the Executive's Forward Agenda & the Corporate Plan	Objectives and Desired Outcomes	Methods and venue	Timescale
June 2010	Condition of Roads in Norwich - Potholes	Cllr Morrey & Head of Transportation	Safe & Healthy Neighbourhoods	Assessment of the effectiveness of the Council's response to reports of potholes and other problems on roads	At Committee	One meeting
June 2010	Final Report of Task & Finish Groups – Cycling and Burial Provision	Cllr Morrey & Head of Transportation. Cllr Waters & the Regulatory Services Manager and mbrs of the T&F Groups.	All 3 Headline Priorities	For Scrutiny to consider the final report(s) and to make recommendations to Executive if necessary	At Committee	One meeting
July 2010	Homes & Communities Agency	Cllr Arthur, the Asst Director City Development and the City Growth & Development Mgr	Strong & Prosperous City	Progress report on the HCA partnership with the Council to create opportunities for people to live in high quality, sustainable places.	Pre – Scrutiny at Committee	One meeting

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July 2010	Peer Review - Housing Improvement	Cllr Arthur, Director of Regeneration & Development, the Tenancy Support Manager and the Unitary Programme Manager	All 3 Headline Priorities	For scrutiny to gain an overview of the peer review of the housing service and note the progress that has been made towards improvement of the service	At Committee	One meeting
July 2010	Annual Scrutiny Review	Cllr Stephenson and the Scrutiny Officer	All 3 Headline Priorities	Assessment of the effectiveness of the council's scrutiny function and a forward look to the development of scrutiny	At Committee	One meeting
Sept 2010	Quarterly Performance Data	Cllrs Morpew and Waters CMT & Policy & Performance Manager	All 3 Headline Priorities	Identification of any causes for concern and note successes	At Committee	Quarterly review
Nov 2010	Safer Norwich Partnership Six Monthly Performance Data	Cllr Bremner, Director of Regeneration & Development, Head of Community Services	Safe and Healthy Neighbourhoods	Compliance with the Police & Justice Act – statutory role for scrutiny. Is the SNP achieving its commitments in its Partnership Plan?	At Committee	Every Six Months

May 2011	Safer Norwich Partnership Plan	Cllr Bremner Director of Regeneration & Development Head of Community Services	Safe and Healthy Neighbourhoods	A look at the structure of the Safer Norwich Partnership (CDRP) and the partnership plan for the year 2011/2012 and to assess if the partnership is sufficiently shaped to enable it to deliver what it is tasked to do.	At Committee	One meeting
Item on all Scrutiny agendas	Scrutiny Committee Work Programme	Cllr Stephenson & Scrutiny Officer	All 3 Headline Priorities	Keep the programme of topics for Scrutiny under review	At Committee	on going each month

Proposed future items yet to be agreed/allocated; Procurement Strategy - Late Spring, **The NELM Initiative with particular reference to the winding-up arrangements - to involve Wensum councillors** - Chair in discussions, Overview of Annual Review – corporate governance framework for working in partnerships and the role scrutiny might play in future reviews, and Rationalisation of bodies set up dealing with climate issues in Norwich and to look into setting a standard process for non elected member appointments to such bodies.

TBC	Review of the Scrutiny Work Programme and Questioning Skills Training	Cllr Stephenson and the Scrutiny Officer	All 3 Headline Priorities	To set a forward work programme for Scrutiny for the next 12 months	Using the Corporate Plan and the Pick Analysis as a guide at a workshop	Annual
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	Progress review of the Financial Inclusion Strategy and Action Plan	Cllr Arthur and the Head of Community Services	All 3 Headline Priorities	To provide a further progress monitoring report that provides a clear view of objectives to a future meeting	At committee	2 nd meeting (first March 2010)
	Greater Norwich Development Partnership	Cllr Morrey and the Director of Regeneration & Development	All 3 Headline Priorities	To consider the decision making process of the GNDP in light of the Audit Commission AuditReport	At Committee	TBA

FORWARD AGENDA / EXECUTIVE, COUNCIL, SCRUTINY AND AUDIT COMMITTEES 2010/11

Allocated Items							
Meeting	Report	Purpose	Director & Head of Service	Final Report - to Cttee Officer by:-	Management Clearance • CMT	Informal Executive Briefing (IE) or Portfolio Holder (PH)	TB/VH Comments
EXEC 7 Jul	Consultation on Executive Arrangements	To consider the introduction and operation of new forms of executive arrangements under the Local Government and Public Involvement in Health Act 2007 and consultation arrangements.	Head of Legal and Dem Services – Phil Hyde/Andy Emms	18 June	BB	PH	
EXEC 7 Jul	Scheme of Delegations to officers	To approve and recommend amendments to the scheme of delegations to officers (appendix 8 of the Council's constitution) to Council	Head of Legal and Dem Services – Phil Hyde/Jackie Rodger	18 Jun	BB	PH	
EXEC 7 Jul	Allotment rules review	To approve for consultation	Head of Citywide Services – Adrian Akester/Simon Meek	18 June	JM	PH	
EXEC 21 Jul	LEGI Update	To agree activity and final spend for 09/0 and programme plan for 10/11.	Dir Reg & Develop – Ellen Tilney	2 July	JM	PH	
EXEC 21 Jul	Managing Assets – North of City (EXEMPT REPORT)	Options on how to proceed with a recommendation to dispose of assets in poor condition.	Dir of Reg & Develop – Sarah Coleman	2 July	JM	PH	
EXEC 21 Jul	Norwich Bus Shelter Contract Relet	To agree the strategy to relet the bus shelter contract for Norwich City Council area from	Dir of Reg & Develop – Clive Gristwood	2 July	JM	PH	

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		July 2011					
EXEC 1 Sep	Greater Norwich Rough Sleepers Strategy	To approve formal adoption	Dir of Develop & Reg – Chris Hancock	13 Aug	JM	PH	
EXEC 15 Sep	Norwich and HCA Strategic Partnership Progress Update and Revised Business Plan.	to seek approval for a revised Business Plan for the Norwich and HCA Strategic partnership (as required by the Collaboration and Investment Agreement)	Dir of Reg & Develop – Gwyn Jones	27 Aug	JM	PH	
EXEC 15 Sep	PV for Free	To approve working with a partner to install photovoltaics (solar electricity systems) on a large number of Council homes and private sector homes at no cost to the Council.	Dir of Regen & Develop – Paul Swanborough	27 Aug	CMT	PH	
EXEC 29 Sep	Quarter 1 2009/10 Performance Monitoring	To provide monitoring information performance	Dir of Transformation	10 Sept	JM	PH	
EXEC 29 Sep	Proposed Car Park Fees and Charges	To seek approval for variations to off-street car parks fees and charges.	Dir of Develop & Reg – David Rogers	10 Sept	JM	PH	
EXEC 29 Sep	Local Economic Assessment	To agree the Local Economic Assessment for Norwich	Dir of Reg and Develop – Sharon Quantrell	10 Sept	CMT	PH	
EXEC	Tenancy Conditions	To consider results of change	Dir of Develop &	13 Aug	JM	IE 8 Sept	

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29 Sep		in tenancy conditions for council tenants consultation.	Reg – Paul Sutton				
EXEC 13 Oct				24 Sept			
EXEC 27 Oct				8 Oct			
EXEC 10 Nov	Domestic Violence Strategy	to adopt the strategy for the City	Dir of Reg & Devop – Alison Spalding	22 Oct	JM	PH	
EXEC 10 Nov	Neighbourhood strategy	to seek approval of a refresh of the neighbourhood strategy	Dir of Reg and Develop - Doug Wilkinson, Bob Cronk	22 Oct	CMT	Informal Exec?	
EXEC 24 Nov				5 Nov			
SCRUT 25 Nov	Quarter 2 2009/10 Performance Monitoring	To provide monitoring information performance	Dir of Transformation				
EXEC 8 Dec	Quarter 2 2009/10 Performance Monitoring	To provide monitoring information performance	Dir of Transformation	19 Nov	PS	PH	
EXEC 22 Dec				3 Dec			
EXEC 5 Jan				10 Dec			

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EXEC 19 Jan				31 Dec			
EXEC 2 Feb				14 Jan			
EXEC 16 Feb				18 Jan			
EXEC 2 Mar	Quarter 3 2009/10 Performance Monitoring	To provide monitoring information performance	Dir of Transformation	11 Feb	PS	PH	
EXEC 16 Mar				25 Feb			
EXEC 30 Mar				11 Mar			
EXEC 11 May				21 Apr			
EXEC	Quarter 1 2009/10 Performance Monitoring	To provide monitoring information performance	Dir of Transformation				