

### **Scrutiny committee**

**Date:** Thursday, 11 June 2015

**Time:** 16:30

**Venue:** Mancroft room

**City Hall, St Peters Street, Norwich, NR2 1NH**

#### **All group pre-meeting briefing – 16:00 Mancroft Room**

This is for members only and is not part of the formal scrutiny meeting which will follow at 16:30.

The pre-meeting is an opportunity for the committee to make final preparations before the start of the scrutiny committee meeting. The public will not be given access to the Mancroft room before 16:30.

**For further information please contact:**

#### **COMMITTEE MEMBERS:**

##### **Councillors:**

Wright (chair)  
Bogelein  
Coleshill  
Grahame  
Haynes  
Manning  
Maxwell  
Packer  
Peek  
Raby  
Ryan  
Sands (S)  
Schmierer

**Committee officer:** Lucy Green

t: (01603) 212416

e: [lucygreen@norwich.gov.uk](mailto:lucygreen@norwich.gov.uk)

Democratic services  
City Hall  
Norwich  
NR2 1NH

[www.norwich.gov.uk](http://www.norwich.gov.uk)

## **Information for members of the public**

Members of the public and the media have the right to attend meetings of full council, the cabinet and committees except where confidential information or exempt information is likely to be disclosed, and the meeting is therefore held in private.

For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website.



If you would like this agenda in an alternative format, such as a larger or smaller font, audio or Braille, or in a different language, please contact the committee officer above.

## Agenda

### 1 Appointment of vice chair

To appoint the vice chair for the upcoming civic year

### 2 Apologies

To receive apologies for absence

### 3 Public questions/petitions

To receive questions / petitions from the public (notice to be given to committee officer in advance of the meeting in accordance with appendix 1 of the council's constitution)

### 4 Declarations of interest

(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)

### 5 Minutes 9 - 12

**Purpose** - To approve the minutes of the meeting held on 19 March 2015.

### 6 Appointment of representative and substitute for the Norfolk Health Overview Scrutiny Committee 13 - 16

**Purpose** - To appoint a representative and substitute for the Norfolk Health Overview Scrutiny Committee and to adopt the suggested protocol.

### 7 Appointment of representative and substitute for the Norfolk Countywide Community Safety Partnership Scrutiny sub panel

To appoint a representative and substitute for the community safety

scrutiny panel.

Norwich City Council has a scrutiny member representative who sits on the Norfolk countywide community safety partnership scrutiny sub panel plus one substitute member. The role of the Norfolk countywide community safety partnership scrutiny sub panel is to:

- Scrutinise the actions, decisions and priorities of the Norfolk Countywide Community Safety Crime and Disorder Partnership in respect of crime and disorder on behalf of the county council communities committee
- Scrutinise the priorities as set out in the annual countywide community safety partnership plan
- Make any reports or recommendations to the countywide community safety partnership and the county council communities committee.

While the scrutiny sub panel has the duty of scrutinising the work of the CCSP, the police and crime panel scrutinises the work of the police and crime commissioner. There is a protocol regarding the relationship of these two panels to encourage and exchange information and to co-operate towards the delivery of their respective responsibilities. The community safety partnership meets once or twice a year at County Hall.

<b>8</b>	<b>Setting of the scrutiny committee work programme for 2015 2016</b>	<b>17 - 26</b>
----------	---	----------------

**Purpose** - To consider the options and agree a realistic and deliverable scrutiny committee work programme for 2015 - 2016

Date of publication: **Wednesday, 03 June 2015**



- T** is this, the right **TIME** to review the issue and is there sufficient officer time and resource available?
- O** what would be the **OBJECTIVE** of the scrutiny?
- P** can **PERFORMANCE** in this area be improved by scrutiny input?
- I** what would be the public **INTEREST** in placing this topic onto the work programme?
- C** will any scrutiny activity on this matter contribute to the council's activities as agreed to in the **CORPORATE PLAN**?

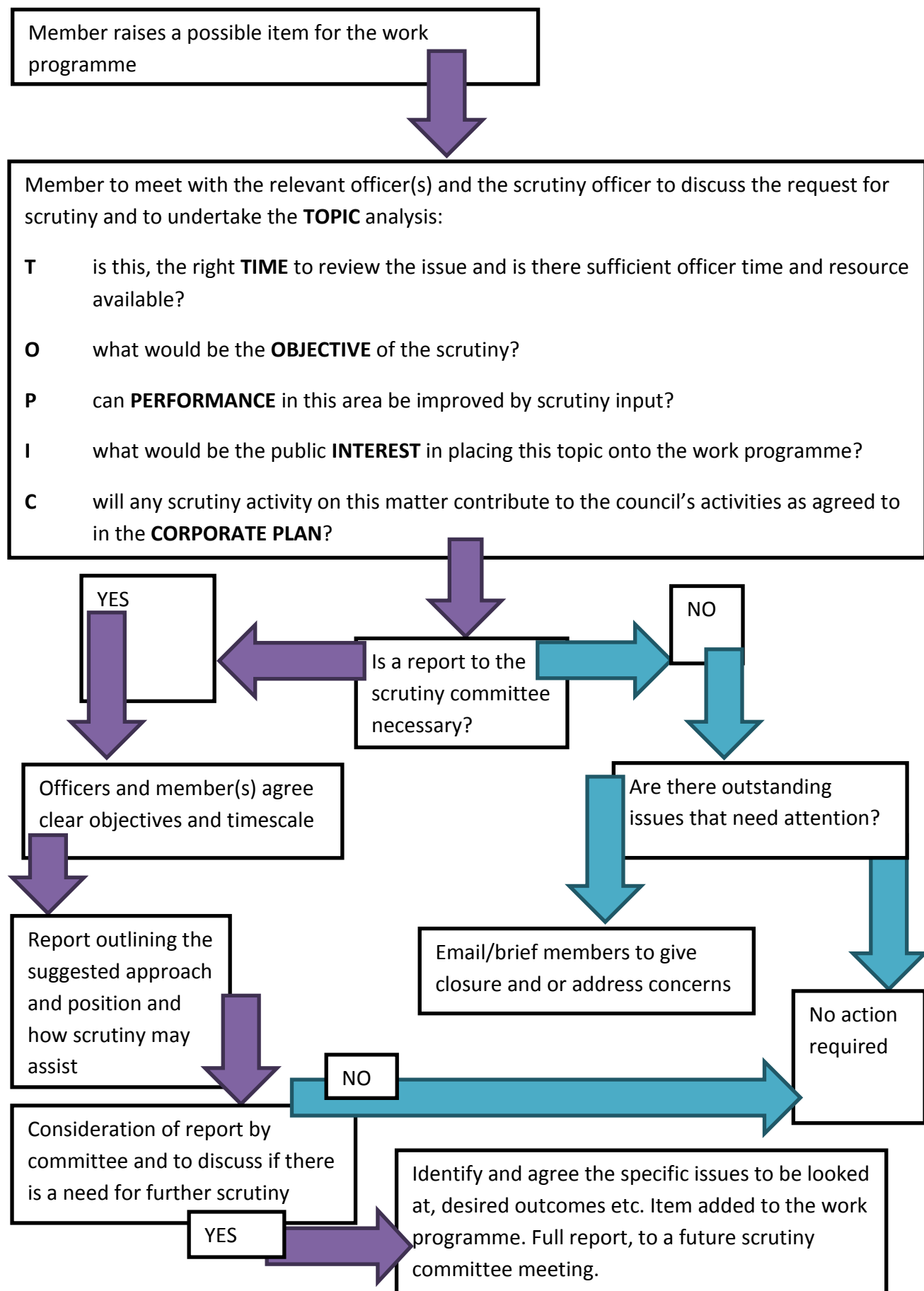
Once the TOPIC analysis has been undertaken, a joint decision should then be reached as to whether a report to the scrutiny committee is required. If it is decided that a report is not required, the issue will not be pursued any further. However, if there are outstanding issues, these could be picked up by agreeing that a briefing email to members be sent, or other appropriate action by the relevant officer.

If it is agreed that the scrutiny request topic should be explored further by the scrutiny committee a short report should be written for a future meeting of the scrutiny committee, to be taken under the standing work programme item, so that members are able to consider if they should place the item on to the work programme. This report should outline a suggested approach if the committee was minded to take on the topic and outline the purpose using the outcome of the consideration of the topic via the TOPIC analysis. Also the report should provide an overview of the current position with regard to the topic under consideration.

By using the flowchart, it is hoped that members and officers will be aided when giving consideration to whether or not the item should be added to the scrutiny committee work programme. This should help to ensure that the scope and purpose will be covered by any future report. The outcome of this should further assist the committee and the officers working with the committee to be able to produce informed outcomes that are credible, influential with SMART recommendations.

**Specific, Measurable, Attainable, Relevant and Time-bound**

## Guidance flow chart for placing items onto the scrutiny committee work programme



## Scrutiny committee and a protocol for those attending scrutiny

- All scrutiny committee meetings will be carried out in a spirit of mutual trust and respect
- Members of the scrutiny committee will not be subject to whipping arrangements by party groups
- Scrutiny committee members will work together and will attempt to achieve evidence based consensus and recommendations
- Members of the committee will take the lead in the selection of topics for scrutiny
- The scrutiny committee operates as a critical friend and offers constructive challenge to decision makers to support improved outcomes
- Invited attendees will be advised of the time, date and location of the meeting to which they are invited to give evidence
- The invited attendee will be made aware of the reasons for the invitation and of any documents and information that the committee wish them to provide
- Reasonable notice will be given to the invited attendee of **all** of the committees requirements so that these can be provided for in full at the earliest opportunity (there should be no nasty surprises at committee)
- Whenever possible it is expected that members of the scrutiny committee will share and plan questioning with the rest of the committee in advance of the meeting
- The invited attendee will be provided with copies of **all relevant** reports, papers and background information
- Practical arrangements, such as facilities for presentations will be in place. The layout of the meeting room will be appropriate
- The chair of the committee will introduce themselves to the invited attendee before evidence is given and; all those attending will be treated with courtesy and respect. The chair of the committee will make sure that all questions put to the witness are made in a clear and orderly manner





**SCRUTINY COMMITTEE**

**16:30 to 18:10**

**19 March 2015**

Present: Councillors Wright (chair), Maxwell (vice chair), Barker, Bogelein, Carlo, Galvin, Haynes, Herries, Howard, Manning, Packer, Ryan and Woollard

Also present: Councillor Driver, cabinet member for neighbourhoods and community safety.

**1. Declarations of interest**

Councillor Haynes declared an other interest in item 7 as her husband owned a social enterprise.

**2. Public questions/petitions**

The chair reported that two questions had been received from members of the public and that the issues that they had raised would be addressed under item 6 (below) building social inclusion and capital in Norwich.

**3. Minutes 15 January 2015**

**RESOLVED** to agree the accuracy of the minutes of the meeting held on 15 January subject to the following amendments;

- 1) In recommendation 8, change 'earning' to 'learning'; and
- 2) Change references from 'the homeless' to 'homeless people'

**4. Minutes 26 February 2015**

**RESOLVED** to agree the accuracy of the minutes of the meeting held on 26 February subject to the following amendments;

- 1) In item 4, recommendation 2, change 'proceeding' to 'preceding'; and
- 2) In item 5, recommendation 2, add the word 'put' in front of 'pedestrians' to read ".....in order to continue to put pedestrians first..."

## **5. Current forward agenda**

**RESOLVED** to note the forward agenda.

## **6. Building social inclusion and capital in Norwich**

Councillor Galvin presented the report as chair of the task and finish group. She said that the group has taken an asset based approach to this piece of work to examine which assets could be built on.

Mr Monaghan, secretary of the King Street Neighbors, a group covering part of the Thorpe Hamlet area, spoke to the committee. His organisation was focused on bringing local people together through organised events. He said that although they had much help from the council, and wanted to express his thanks to council officers for their help with projects so far, he felt that the grants system was geared toward organisations with staff and premises already set up. It was very daunting to complete the paperwork needed to apply for grants and felt it would be helpful to have templates and materials available online for smaller organisations to use. Councillor Galvin thanked him for raising this point and said that this was covered by recommendation 13 but would welcome his input in designing such materials.

The chair read out the following question received from Lucy Hall:

I should like to ask the Scrutiny Committee why this valuable report is directed exclusively towards 'voluntary organisations and community groups' without mentioning social enterprises. The term normally used nowadays is 'VCSE sector' (voluntary, community and social enterprise sector).

Social enterprises deliver all the social benefits that are mentioned in this report, while at the same time aiming to stand on their own feet financially and generate income to continue their work. As well as their beneficiaries many social enterprises also involve volunteers, service users and the local community in which they work. Social enterprises are an increasing part of the VCSE sector, and support for them from Norwich City Council would have wide reaching benefits in terms of building social inclusion and capital in the city. "

Councillor Galvin said that this was a valid point and had been considered when writing the report, however, the task and finish group wanted to keep the use of acronyms to a minimum. On reflection, it was agreed to include a reference to social enterprises within the report.

The other members of the task and finish group also made comment on the report. Councillor Bogelein said that social capital and social inclusion were inextricably linked as social inclusion could be achieved using assets that were already available. Councillor Herries thanked all contributors to the report and said that it had been fantastic to have so much input from local organisations and businesses which meant that going forward; working together would be much more effective. Councillor Woollard said that there was still much work to be undertaken to empower citizens and encourage community groups.

The cabinet member for neighbourhoods and community safety congratulated the task and finish group on their report and a good cross party piece of work. He emphasised the need to prioritise the work in conjunction with officers. This was acknowledged but the task and finish group reminded members that all the recommendations made worked together. It was a wide ranging piece of work but if social capital was built, there will be benefits in the future.

Discussion ensued in which members of the task and finish group, along with the executive head of strategy, people and neighbourhoods, answered member's questions. It was explained that a more outward facing approach to promoting the report and its findings would be employed once the report had been formally agreed by cabinet and work streams arose out of it. In response to a member's question, Councillor Bogelein said that the reasons listed under 'other reasons' as to why people did not volunteer were such factors as the lack of pay and transport issues, however, the biggest obstacle was childcare.

Members discussed the restrictions put upon volunteering by the Department of Work and Pensions (DWP) with regards to payment of benefits, despite volunteering giving valuable experience for employment. Members considered that if any lobbying of the DWP was to take place, it would need to be at a national level. The executive head of strategy, people and neighbourhoods said that if the report was agreed at cabinet, a multi partner work programme would be put into place to be completed over a number of years.

**RESOLVED to:**

- 1) To include a reference to social enterprises in the report; and
- 2) To ask cabinet to consider the report of the task and finish group

(Councillor Driver left the meeting at this point.)

**7. Norfolk health overview and scrutiny committee update**

The representatives on the Norfolk health overview and scrutiny committee gave a verbal update on the matters discussed at the meeting of the committee on 26 February 2015. These included:

- Diabetes services
- The increase in calls to the ambulance service
- Dental health
- A recent visit to the control centre at Wymondham police station

**RESOLVED to:**

- 1) To note the update on the NHOSC meeting on 26 February; and
- 2) To agree that regular updates of the NHOSC are received by the scrutiny committee.

(Councillor Haynes left the meeting at this point.)

## **8. Annual scrutiny review 2014 - 2015**

The chair introduced the report and thanked everyone who had been involved in scrutiny throughout the year.

Members discussed the addition of more detail around the discussion had on 15 January meeting covering rough sleeping and homelessness – challenges and response. Members considered linking a document reflecting this to the annual review.

In response to a member's question, the chair reminded members that the tracker was an evolving document and was only a snapshot of current progress. The scrutiny officer said that he continued to work on the tracker and it would be as fully updated as possible before going to full council in June for adoption.

### **RESOLVED to:**

- 1) Recommend the annual scrutiny review for approval at the next available meeting of full council,
- 2) ask the scrutiny officer to check on progress with officers on any work that may have been undertaken in preparing a report on best practice in other councils and organisations, with regard to tackling transphobia and transphobic hate crime; and
- 3) ask the scrutiny officer to provide a link to a document with more detail surrounding the discussion on rough sleeping and homelessness – challenges and responses.

CHAIR

**Norwich City Council**  
**SCRUTINY COMMITTEE**

## **Item No 6**

**REPORT for meeting to be held on 11 June 2015**

### **Norfolk Health Overview and Scrutiny Committee**

**Summary:** This report provides a brief introduction to health scrutiny, the county council's role, the city council's role and an explanation of how the city council's representative on the Norfolk Health Overview and Scrutiny Committee (NHOSC) role is undertaken. The scrutiny committee is also requested to select a representative and substitute to sit on the Norfolk County Health Overview and Scrutiny Committee for 2015/2016.

**Conclusions:** Since the Health and Social Care Act 2012 came into effect in 2013, health scrutiny powers lie with the county council rather than directly with the Norfolk Health Overview and Scrutiny Committee. County and district councils have different service responsibilities, but both have a significant impact on health and wellbeing.  
By adoption of a way of working provided by the suggested protocol, the city council and its representative on NHOSC will be able to continue to work in partnership towards positive outcomes on behalf of residents.

**Recommendation:**

- a) Agree to adopt the suggested protocol
- b) Select a member of the scrutiny committee to be the representative to sit on NHOSC
- c) Select a member of the scrutiny committee to be the substitute representative on NHOSC

**Lead member for this report:** **Councillor James Wright** – Chair of the scrutiny committee

**Contact Officer:** Steve Goddard – scrutiny officer  
[stevegoddard@norwich.gov.uk](mailto:stevegoddard@norwich.gov.uk)  
01603 212491

## **1 Introduction to health overview and scrutiny**

1.1 Since the Health and Social Care Act 2012 Norfolk County Council has delegated its powers to Norfolk Health Overview and Scrutiny Committee (NHOSC). The county council has a statutory duty to run a county-wide Health and Well Being Board, to which the city council send a representative from the cabinet. It has eight county councillors and seven co-opted district council members. The scrutiny committee at Norwich appoints a member representative (plus a substitute).

1.2 The Norfolk County Health Overview and scrutiny committee acts as a central point to consider and review the overall links between different parts of the broad health and well-being services and activities across Norfolk. All commissioners and providers of health services, not just NHS organisations, are included in the overview / remit of health scrutiny. It also reduces the risk of organisations needing to duplicate reports or responses across a number of councils. It [defines](#) its own role as:

*“The Norfolk Health Overview and Scrutiny Committee is a statutory Committee which considers all matters relating to the needs, health and health related-services of the population of Norfolk. It scrutinises services that have an impact on the health of Norfolk's citizens and challenges the outcomes of interventions designed to support the health of Norfolk people.”*

1.3 County and district councils have different service responsibilities, but both have a significant impact on health and wellbeing. For example the county have social care, education and public health roles and districts have planning and housing roles.

1.4 Overall the challenges for health scrutiny can fall between taking a strategic approach and a more local focus. With this comes an importance of understanding of how the county and district councils can complement each other and add value when scrutinizing local health and wellbeing matters.

1.5 Norwich City Council has a scrutiny member representative who sits on the NHOSC plus one substitute member.

## **2. A protocol for a good working practice between the City Council Scrutiny Committee and the Norfolk County Health Overview Committee**

2.1 All NHOSC members have the opportunity to suggest items and the chair and the full committee decides whether or not to put them onto the forward work programme. NHOSC has the ability to delegate health scrutiny powers to district councils for review of specific local subjects

2.2 Following each meeting members are given a brief note of the

outcomes and actions from the meeting to enable them to report back to their councils. At the 26 February 2015 meeting of the city council scrutiny committee it was agreed that regular updates from the NHOSC representatives should be reported back to.

2.3 It is therefore suggested that scrutiny committee agree a protocol for the representative of the council to work to:

- **The representative should make it clear if they are not representing an agreed view of the council or scrutiny committee**
- **A topic for scrutiny can be placed onto the NHOSC work programme either at a meeting of NHOSC as a member of NHOSC or on behalf of the Norwich scrutiny committee or the council if they have been asked to do so.**
- **The council's representative on NHOSC may submit relevant reports and recommendations of the scrutiny committee for consideration by NHOSC either if agreed by the chair of the scrutiny committee or by the committee itself or as a result of a request made by the NHOSC chair.**
- **The council's representative on NHOSC cannot agree on behalf of the Norwich scrutiny committee to carry out a piece of health scrutiny work. It is for the scrutiny committee to decide if it would like to include the matter on its work programme following a report back.**
- **If the Norwich scrutiny committee wishes to take on an item of the NHOSC work programme, it would need to request this via the representative, through the chair of the NHOSC to seek the appropriate agreement of the county council to delegate health scrutiny powers for that item.**
- **The council's representative on NHOSC must report back to the scrutiny committee on a regular basis and should liaise with the scrutiny officer on an ongoing basis. Reporting back will be scheduled onto the work programme. The summary of the NHOSC meeting provided by the county council will be attached to the agenda and the representative will give a verbal update and answer questions from the committee.**

3. **Scheduled meetings of the Norfolk Health Overview and Scrutiny Committee**

Thursday 28 May 2015  
Thursday 16 July 2015  
Thursday 3 September 2015  
Thursday 15 October 2015  
Thursday 3 December 2015

Dates have not yet been set for 2016.





**Norwich City Council**  
**SCRUTINY COMMITTEE**

## **Item No 8**

**REPORT for meeting to be held on Thursday 11 June 2015**

### **Setting of the scrutiny committee work programme for 2015/2016**

**Summary:**

The purpose of the report is to assist committee members in setting the work programme for 2015/16. A series of potential topics have been listed in the report which have either been raised by the committee in the last year or have been suggested by officers due to their strategic significance to the council.

**Conclusions:**

Along with this report, the accompanying draft work programme (appendix A) and any further suggested topics, the committee will be able to select future items for the scrutiny committee work programme that assist the delivery of the council's priorities.

It is proposed that any discussion is a whole committee discussion using the TOPIC criteria (attached). This will assist members in achieving the goal of an agreed work programme that is met by consensus.

**Recommendation:**

To consider the options and agree a realistic and deliverable scrutiny committee work programme for 2015/16

**Contact Officers:**

**Phil Shreeve** - Policy, performance and partnerships manager  
Telephone (01603) 212356  
Email [philshreeve@norwich.gov.uk](mailto:philshreeve@norwich.gov.uk)

Steve Goddard - Scrutiny officer  
Telephone (01603) 212491  
Email [stevegoddard@norwich.gov.uk](mailto:stevegoddard@norwich.gov.uk)

## **1. Developing a work programme for the scrutiny committee**

- 1.1 When the scrutiny committee considers which items to include on its work programme it is useful to do so in the context of what the focus is for the council over the coming year and to look at how activity aligns to the council's corporate plan.
- 1.2 This is so that the scrutiny committee will be able to consider where and how it can add value to the work being carried out towards achievement of the council's priorities and ensure that resources are being focussed effectively.
- 1.3 The scrutiny committee has previously adopted the TOPIC flow chart as an aid to selection of scrutiny topics for its work programme. This is attached to the agenda for reference and members are encouraged to pay regard to this in ensuring that any topic that makes it onto the work programme has an agreed scope and may benefit from the scrutiny process.

## **2. Recurring items**

- 2.1 There are certain areas of work identified for the scrutiny committee that are of a recurring nature. Therefore these are pre-programmed onto the work programme. Presently, these are pre-scrutiny of the council's draft policy framework (corporate plan) and budget and the performance monitoring reports. The scrutiny committee has also requested that it receives the draft equality information report on an annual basis. Similarly, members requested that they receive a periodic update from the representative sitting on the Norfolk County Health and Overview Committee.

## **3. Scope for scheduling items to the work programme**

- 3.1 Although sometimes not possible to achieve, it is proposed that the committee should agree as few as possible substantive topics per meeting. The main reason for this is to ensure that there is enough time for the committee to effectively consider the issues and has a fair chance of reaching sound, evidence based outcomes. Ideally, one main item per meeting would be the aim.
- 3.2 Although setting the future work of the committee for up to 17 March 2016, members will have the opportunity on a monthly basis to revise the programme if and when required or due to changing events. This is done via the work programme standing item on the scrutiny committee agendas.

- 3.3 As explained in section 2 of this report, the draft work programme (attached) is mainly populated by items that the committee has agreed in advance. If members agree to the proposed approach at 3.1, to keep agenda size to one, or at a push two substantive items per meeting, 3.4 outlines the scope members have for placing additional items on the work programme on a per meeting basis. Also, section 5 of this report lists the items for scrutiny that have already been put forward.
- 3.4 The scope available for placing additional items on the work programme on a per meeting basis:
- **18 June 2015 – No scope;** Due to the meetings schedule agreed by council the agenda for this meeting will have already been published by the time the scrutiny committee sets its work programme. However, it is already understood that the scrutiny committee receives the quarter 4 performance monitoring report at the appropriate time. Also, at the February meeting of the scrutiny committee and as part of the annual review of scrutiny, it was agreed that members receive periodic updates from the Norfolk County Health and Overview Committee. The other item for this agenda will need to go to the 8 July cabinet. This is that the previously requested item on establishing a local housing company be considered at scrutiny.
  - **16 July 2015 – Scope for one substantive item;**
  - **17 September 2015 – Scope for one substantive additional item;** At present this meeting has a report back from the July and September meetings of the Norfolk County Health Overview and Scrutiny Committee programmed. These are not intended to take up more than 10 to 15 minutes of committee time. Therefore there is room for one other item to be added for this meeting.
  - **15 October 2015 – No scope;** As things stand, this meeting will be the one where the committee looks at the corporate plan and transformation programme in light of the emerging implications for local government from the Governments funding and legislative programme. This looks to be a meeting that will need all the available time to focus on these issues.
  - **12 November 2015 – No scope;** Two recurring/standing items for the meeting are already scheduled. These are, quarter 2 performance monitoring and the report back of the representative on the Norfolk County Health Overview and Scrutiny Committee (October meeting). Also, at the time of agreeing the findings of the task and finish group on community space before it went to cabinet, the scrutiny committee requested that a progress report be made at an appropriate time. Officers have proposed that November would be a good time for a report to be made to members.

- **17 December 2015 – No scope;** This is the meeting that the annual Equality Information report goes to the scrutiny committee for comment. There will have been a meeting of the Norfolk County Health Overview and Scrutiny Committee earlier in the month which means that the December report back would need to take place at this meeting also. The other item preliminarily scheduled for this meeting is the ongoing look at the transformation programme for the council as this would assist the committee in the proposed work at the January meeting.
  - **28 January 2016 – No scope;** The January meeting of the scrutiny committee is always set aside for the pre scrutiny of the proposed policy and budget framework.
  - **25 February 2016 - Scope for one substantive additional item;** Presently the only item scheduled for this meeting is an update from the Norfolk County Health Overview and Scrutiny Committee, although the date of the meeting at county hall is yet to be finalised.
  - **17 March 2016 – scope for one additional substantive item;** The standing item for this meeting is for the annual review of scrutiny to be agreed before submission to council.
- 3.5 From the above, we can see that the available additional slots on the work programme, as it is suggested, stand at 4. Time management and an effective approach for these meetings will be as important as keeping the number of items to a manageable level for the committee to be able to produce sound and effective evidence based outcomes.
- 4. Draft work programme**
- 4.1 A basic draft of the scrutiny committee work programme is attached to this report. This takes account of the recurring topics that the committee will be dealing with. All dates are provisional at this stage. However, this will help to illustrate the remaining scope for accommodating topics selected as a result of member consideration of this report.
- 4.2 The policy, performance and partnerships manager and the scrutiny officer will liaise with the cabinet and officers to schedule the topics selected by the scrutiny committee and produce a work programme for the period 2015/16.

## **5. Possible scrutiny topics for consideration**

5.1 The following topics listed have been raised as possible scrutiny topics by the scrutiny committee members:

- **Verge issues – maintenance, parking and trading enforcement**

**NOTE:** Members are advised that a review of verge and pavement parking forms part of the city development service plan for 2015/16. This means that work will take place to look at future policy and possible revised ways of working. It is hoped that the resources will be in place for this work to begin in September with a view to developing options by the end of the year. It is therefore proposed that this item be placed on to the tracker and for the scrutiny work to take place as a pre cabinet exercise prior to cabinet considering these options.

- **Best practice in tackling transphobia and transphobic hate crime**

- **Assessment of the corporate plan against the programme of the new government**

- **Six monthly periodic overview of quarterly performance monitoring Q4(14/15) Q2 (15/16)**

- **Establishing a local housing company**

- **An overview of Department of Work and Pensions sanctions with particular emphasis on the effects for the homeless**

- **Review of community space – update on progress**

- **Consider establishing a follow up task and finish group or standing item at scrutiny over the time frame of the delivery work plan for the Building Social Inclusion and Capital in Norwich project, to monitor and evaluate the impact of the results of increasing social capital on social inclusion in Norwich, including further analysis of the barriers faced due to race, gender, sexuality and mental health, poverty and unemployment.**

**NOTE:** This suggested scrutiny topic arose from the recent task and finish group that reported on building social inclusion and capital in Norwich. Due to the work that needs to take place as a result of the review, members may wish to consider waiting for the various tasks and pieces of work that have begun, but are still in their early stages, to take shape before looking at results and impact. It would then make it clearer which areas in particular emerge and may need looking at by the scrutiny committee.

5.2 The following topic was raised by officers. The scrutiny committee is also requested to consider this for inclusion to the work programme:

- **Transformation programme for the Council**

5.2.1 This suggested topic for the work programme represents an area of work for the council that will be developed as it plans for the future.

5.2.2 To be able to deliver its aims and future work programme, the council will consider how it moves forward in light of the emerging funding and legislative programme that affects local government, set by the new Government and Parliament.

5.2.3 The Queen's speech has just taken place and the new Government will be setting out its first budget in July. Therefore it is probable that it will not be until early autumn at the earliest for the emerging implications for the council to become fully apparent.

5.2.4 Therefore, in terms of time tabling, it is suggested that it might be of use for the Transformation programme for the council, to be taken later in the year and at the same time as Assessment of the corporate plan against the programme of the new Government. This is because there may be related cross cutting areas for consideration and using the meeting in October would allow enough time for the Government's programme to have been analysed and for some preliminary work to have been undertaken by the council towards thinking about how things might need to be shaped moving forward. The transformation work will shape how the council works moving forward over the next five years.

5.2.5 As well as helping to deliver the corporate plan, this will help inform the budget formation process which begins around the same time. It is also therefore further proposed that the scrutiny committee takes a further look at the transformation programme for the council as part of the budget setting work in December. The scrutiny committee could then undertake its pre-scrutiny of the proposed policy and budget frame work in January.

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE OFFICER, CABINET PORTFOLIO COUNCILLOR or ORGANISATION	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
11 June 2015	<b>Scrutiny committee work programme</b>	Cllr James Wright, Russell O'Keefe, Phil Shreeve and Steve Goddard	To consider the options identified and agree a scrutiny committee work programme for 2015/16
11 June 2015	<b>Norfolk Health and Overview Scrutiny Committee</b>	Cllr James Wright, and Steve Goddard	To agree the proposed protocol for the council, its representative and Norfolk Health and Scrutiny Committee
18 June 2015	<b>Quarter 4 performance monitoring (14/15)</b>	Cllr Alan Waters, Russell O'Keefe and Phil Shreeve	Identification of any causes for concern and note successes arising from this 6 monthly review of performance monitoring data
18 June 2015	<b>Update from the Norfolk county health overview and scrutiny committee</b>	Councillor rep and Steve Goddard	For the committee to note the work of the HOSC and comment on any implications for the residents for the rep to take back to the HOSC (May report)
18 June 2015	<b>Establishing a local housing company</b>	Cllr Bert Bremner and David Moorcroft	Pre-scrutiny of the report going to cabinet that outlines arrangements for the council towards establishing a local housing company to allow the council to take forward housing development in Norwich.

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE ORGANISATION OFFICER CABINET PORTFOLIO COUNCILLOR	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
17 September 2015	<b>Update of the rep for the Norfolk county health overview and scrutiny committee</b>	Councillor rep and Steve Goddard	For the committee to note the work of the HOSC and comment on any implications for the residents for the rep to take back to the HOSC (July & Sept report)
15 October 2015	<b>Assessment of the corporate plan against the programme of the new government</b>	Cllr Alan Waters, Russell O'Keefe and Phil Shreeve	To gain an overview of the new governments programme and any implications this may have for the council's corporate plan
15 October 2015	<b>Transformation programme for the Council</b>	Cllr Alan Waters and Russell O'Keefe	For the scrutiny committee to comment on and make suggestions towards the development of the council's programme for transformation
12 November 2015	<b>Quarter 2 performance monitoring (15/16)</b>	Cllr Alan waters, Russell O'Keefe and Phil Shreeve	Identification of any causes for concern and note successes arising from this 6 monthly review of performance monitoring data
12 November 2015	<b>Review of community space - update on progress</b>	Cllr Keith Driver, Russell O'Keefe and Bob Cronk	A report back to the scrutiny committee on how work has progressed since the task and finish group.
12 November 2015	<b>Update of the rep for the Norfolk county health overview and scrutiny committee</b>	Councillor rep and Steve Goddard	For the committee to note the work of the HOSC and comment on any implications for the residents for the residents for the rep to take back to HOSC (Oct report)



DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE ORGANISATION OFFICER CABINET PORTFOLIO COUNCILLOR	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
17 December 2015	<b>Transformation programme for the Council</b>	Cllr Alan Waters and Russell O'Keefe	Ongoing scrutiny to consider the development of the transformation programme.
17 December 2015	<b>Annual equality information report</b>	Cllr Vaughan Thomas and Phil Shreeve	Pre scrutiny of the report before it goes to cabinet
17 December 2015	<b>Update of the rep for the Norfolk county health overview and scrutiny committee</b>	Councillor rep and Steve Goddard	For the committee to note the work of the HOSC and comment on any implications for the residents for the rep to take back to the HOSC (Dec report)
28 January 2016	<b>Pre-scrutiny of the proposed policy and budget frame work</b>	Cllr Alan Waters, Russell O'Keefe and Justine Hartley	To make suggestions to cabinet regarding the proposed budget's ability to deliver the council's overarching policy and look into how tenants can use communal areas
25 February 2016	<b>Update of the rep for the Norfolk county health overview and scrutiny committee</b>	Councillor rep and Steve Goddard	For the committee to note the work of the HOSC and comment on any implications for the residents for the rep to take back to the HOSC
17 March 2016	<b>Annual review of scrutiny</b>	Cllr James Wright and Steve Goddard	To agree the annual review of the scrutiny committee's work 2015 to 2016 and recommend it for adoption of the council

(Please Note: the meeting scheduled for 16 July has not as yet had an item allocated to it.)

