

Scrutiny committee

Date: Thursday, 16 July 2020

Time: 16:30

Venue: Virtual meeting - details to follow, [Venue Address]

All group pre-meeting briefing – 15:45 (details to follow)

This is for members only and is not part of the formal scrutiny committee 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 formal meeting.

Committee members:

Councillors:

Wright (Chair)
Ryan (Vice chair)
Carlo
Fulton-McAlister (M)
Giles
Grahame
Manning
McCartney-Gray
Oliver
Osborn
Sands (S)
Sarmezey
Thomas (Vi)

For further information please contact:

Committee officer: Lucy Palmer
t: (01603) 212416
e: lucypalmer@norwich.gov.uk

Democratic services
City Hall
Norwich
NR2 1NH

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

Agenda

Page nos

1 Apologies

To receive apologies for absence

2 Public questions/petitions

To receive questions / petitions from the public.

Please note that all questions must be received by the committee officer detailed on the front of the agenda by **10am on Monday 13 July 2020**

Petitions must be received by the committee officer detailed on the front of the agenda by **10am on Wednesday 15 July 2020**

For guidance on submitting public questions or petitions please see appendix 1 of the council's constitution.

3 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)

4 Minutes

7 - 12

To approve the accuracy of the minutes of the meeting held on 10 June 2020

5 Norfolk Countywide Community Safety Partnership Scrutiny sub panel appointment

13 - 14

Purpose - To appoint a representative and a substitute to the Norfolk Countywide Community Safety Partnership Scrutiny sub panel.

6 Norfolk Health Overview and Scrutiny Committee appointment

15 - 18

Purpose - To appoint a representative and a substitute to the Norfolk Health Overview and Scrutiny committee

7 Annual review of the scrutiny committee 2019-20

19 - 32

Purpose - To recommend the annual review of the scrutiny committee 2019-20 for approval at the next available meeting of full council.

8	Setting of the scrutiny committee work programme 2020-21	33 - 52
	Purpose - To set the scrutiny committee work programme for 2020-21	

Date of publication: **Wednesday, 08 July 2020**

- 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

Scrutiny committee and a protocol for those attending meetings of the scrutiny committee

- 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

10:00-13:05

10 June 2020

Present: Councillors Wright (chair), Ryan (vice chair), Carlo, Driver (substitute for Cllr Manning), Fulton-McAlister (M), Giles, Grahame, McCartney-Gray, Oliver, Osborn and Sarmezey,

Apologies: Councillors Sands (S) and Thomas (Vi)

1. Declarations of interest

There were no declarations of interest.

2. Public questions/petitions

There were no public questions or petitions.

3. Minutes

RESOLVED to approve the accuracy of the minutes of the meeting held on 6 February 2020.

4. Covid-19 recovery report

The chair invited the leader of the council to present the report. He said that everyone had been impacted by the pandemic and the city needed to redesign services with an emphasis on supporting the vulnerable. The council was working with partners, including other local authorities, and represented the most significant urban area in Norfolk. Citizens had taken the lockdown seriously but the pandemic had not disappeared.

Local government would be a key partner in building structures to allow the country to move forwards and the leader had written to the Prime Minister to remind him of how important local government would be in this and to ask for sufficient funding to be able to carry out this work.

The chair invited the chief executive to address the committee. The chief executive said that the report covered three areas – impact, response and priorities. The council was consulting with a range of partners including residents and businesses and would

develop a more detailed action plan. A dashboard of measures would be progressed through the corporate leadership team and cabinet.

The number of cases and deaths from Covid-19 had been relatively low in Norwich due to a range of factors including geography and the demographic of the city. The behaviour of residents had played a large part in this alongside the work of the NHS and the emergency services.

The council had concentrated on keeping vital services running and supporting the city's vulnerable residents. A community response hub had been set up within a week which showed that the council could make change at pace. The revenues and benefits team had been paying out grants to small businesses and the hardship fund had been used to reduce council tax bills to zero for the most vulnerable residents. All those sleeping rough had been offered accommodation. The council had embraced different ways of working and it was anticipated that the organisation would become more flexible to offer a better work / life balance.

The council would continue to lobby central government to ensure that it was compensated for the additional expenditure and reduced income as a result of Covid-19 but it would also need to continue to look at savings.

The chair asked whether the council had been required to carry out means testing when processing the small business grants. The chief executive said that there was no means testing as the guidance stated an emphasis on speed with elements of due diligence. The government had confirmed that it would be accountable for any fraud committed by applicants.

In response to a member's question regarding a revision of the council's Commercial Property Investment Strategy in light of the Covid-19 situation, the leader of the council said that investments in commercial assets was not a recent activity and had been an integral part of council funding over the last few decades. Recent investments were a reaction to funding cuts from central government and the council had been successful in mitigating these over the last ten years. Purchases were carefully selected, with some properties in the city, which would help with the recovery. The member questioned whether investment in renewable energy had been considered. The leader of the council said that the recovery blueprint was a document that would be developed and he could not predict what the condition of the economy would be in the coming months. The document would be reviewed alongside additional opportunities that came up as part of the changing economy.

A member asked whether the changes to service delivery and the fact that the council may not be reimbursed by central government for money spent during the pandemic, would result in any compulsory redundancies. The chief executive said that the report set out the impact of Covid-19 on the council's finances, which was significant and although the council had a healthy level of reserves, those would need to be maintained for the future so options for savings would need to be explored. The council wanted to avoid an impact on the workforce so would need to look at how to increase incomes. A recruitment freeze had been initiated and vacancies would be reviewed by the Corporate Leadership Team. Each service budget was being reviewed line by line to identify savings but the council wanted to avoid redundancies as far as possible. He wanted to look to internal talent where possible and policies

would be followed including redeployment where appropriate. The leader of the council said that the council had not made any compulsory redundancies over the last ten years, where other councils had. The council wanted to maintain frontline services and the staff that had delivered these.

A member questioned whether the shift to online contact with the council would mean that residents without access to the internet would be disadvantaged. The director of strategy, communications and culture said that the shift to online contact was for those who were able to get online to contact the council that way to provide resilience for those who were not able to use online services.

In response to a members question regarding the death rate from Covid-19 in Norwich, the chief executive said that the figures in the report were deaths in hospitals and there was no information on where those patients had come from.

A member asked how the council would support those who were on zero hours contracts and how the delivery of basic food parcels would continue for the vulnerable. The leader of the council said that work had been undertaken with the Living Wage Foundation alongside a wide network of partners across the city on a good employers charter. The council was also aware of the shortcomings of the social security system so would continue to pressurise central government to improve those welfare structures. The chief executive said that the council was looking at how to wind down the work of the food hub in a managed way. The demand had dropped significantly and people would be directed to support from community groups and charities.

In response to a members question about the re-opening of non-essential shops and signage around social distancing, the leader of the council said that there was signage in place in the city centre, including the market. He said that the council would like to close some streets to cars, such as Magdalen Street, St Benedict's Street and Upper St Giles but with the termination of the joint highways agreement, the proposals would needed sign off from Norfolk County Council. This agreement had been asked for as a matter of urgency due to the city being a major urban area.

A member referenced paragraphs 4.32 to 4.36 of the report and asked how many rough sleepers had turned down assistance from the council. The chief executive said that he was not aware of any rough sleepers that had turned down assistance. Compassion was fundamental to the Pathways model and the council was continuing to engage with those that needed help. The leader of the council said that at the beginning of the lockdown, the housing team had been proactive and had undertaken a lot of preventative work so that there was sufficient accommodation to meet demand.

A member said that although they weren't aware of anyone refusing assistance, there were still a number of community groups providing food for large numbers of people. The chief executive said that all those sleeping rough that the council was aware of, had been offered assistance around accommodation, with medicine and food deliveries to that accommodation, in order to keep people in a safe environment.

A member raised concerns around transparency of services with partners such as the Local Enterprise Partnership (LEP). The leader of the council said that the LEP was a key partner working with local councils and information from the LEP was in the public domain. As the council's representative on the LEP, he could pass on any

queries or comments but also said that members could contact the LEP directly with concerns.

A member asked that with the focus of the recovery around house building whether there would be programme of retro fitting housing across the city using the council's purchasing power or the Towns Fund. He also asked that in light of the council being reliant on car parking income, whether reducing the number of cars coming into the city would be looked at. The leader of the council said that the council was encouraging people to walk and cycle where possible, but the car parks were an integral part of the wider regional economy and providing transport links to get people into the city. Higher use of electric vehicles would still mean that car parks would be needed for the foreseeable future but a wider reform of public transport would be welcome. There needed to be a green economy model going forwards, including retro fitting and looking at sub-standard housing and the council would continue to lobby central government around this.

A member commented that although flexible working could have benefits, it was important to remember that homeworking could bring other issues such as social isolation and overloading of responsibility. The chief executive said that he agreed that wellbeing needed to be considered in regard to flexible working. Staff would be given the choice and unions were being actively engaged around this.

(Members took a short break at 11:50 and the meeting reconvened at 12:00)

A member said that there were gaps in the impact, especially around higher education. The city was likely to see a fall in student numbers which would have an impact on the city centre economy. The report also referred to opportunities to promote sustainable travel and she said that there needed to be a change in how to make short journeys within the city. With regards to reducing carbon emissions, the report should reflect a change of 13% less emissions across the city, as recommended by the Tyndall Centre.

A member commented that he was concerned about the aging population of Norwich and that the city was coming out of lockdown too quickly. He asked what the plans were around this. The chief executive said that in terms of test and trace, Norfolk was one of eleven beacon local authorities and a management plan was being developed through the Norfolk Resilience Forum. There was some uncertainty around local lockdowns and local authorities did not currently have those powers. The council was working closely with public health and other local partners to ensure that the city was opening as safely as possible, within the limitations.

A member questioned whether the powers outlined in paragraphs 5.66 and 5.74, relating to licensing and environmental health, gave powers to close down a workplace if the employer was found to be infringing on the guidance. The chief executive said that through a combination of environmental health and public health powers, a building could be directed to close.

A member commented that social distancing would need to be monitored as some shops had measure in place for this, however, there was little footfall in the city. She asked whether there were any statistics on the increase in domestic abuse during the lockdown and what wraparound services were available. The chief executive said that the Norfolk Resilience Forum was made up of several groups and representatives,

including a domestic abuse group. Council officers also had involvement and more detailed work was being undertaken around this. Members would be updated as the work progressed.

RESOLVED to ask cabinet to consider:-

- (1) Amending bullet point 2 under section 7, 'Climate change and the green economy' in the recovery themes and key actions summary on p31 of the report to reflect the recommendation of the Tyndall centre to reduce carbon emissions of Norwich by 13 % annually
- (2) Amending bullet point 4, under section 4 'business and the local economy' section, in the recovery themes and key actions summary on p30 of the report, from 'consider the opportunities to further promote sustainable travel in the city, building on the already well-advanced measures already in place' to 'consider the opportunities to further promote sustainable travel *on whole route approaches*, building on the already well-advanced measures already in place' to
- (3) Lobbying the LGA and central government for all district councils to be given some of the powers and financial resources that the Health and Safety Executive has, to allow the city council to enforce social distancing if employers are not complying.
- (4) At section 8.4, include trade unions to the list of groups to be consulted on this document.
- (5) Redoubling efforts with Norfolk County Council to ensure social distancing measures around the city centre are in place as soon as possible.
- (6) Including further references to the impact of Covid-19 on the insurance industry regarding aviation, and families and young people, particularly in reference to education, including local universities.
- (7) Revising the Commercial Property Investment Strategy to reflect the changes in the economy due to Covid-19 and how this could drive a green economy.
- (8) Investigating the use of purchasing powers to undertake a retrofit programme on housing as a key part of driving the economic recovery.
- (9) Looking at alternative sources of income to car parks in the city.
- (10) Looking at the experience of other local authorities which are pursuing a circular economy to take advantage of the fact that Norwich has two recycling centres in development.

CHAIR

Norwich City Council
SCRUTINY COMMITTEE

Item No 5

REPORT for meeting to be held on 16 July 2020

Norfolk Countywide Community Safety Partnership Scrutiny sub panel appointment

Summary: To appoint a representative and substitute for the Norfolk countywide community safety partnership scrutiny sub panel.

Recommendation: To appoint a representative and substitute and request that they report back at the next available scrutiny committee.

Contact Officer: Emma Webster
Scrutiny liaison officer
emmawebster@norwich.gov.uk

1. 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:
 - a) 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,
 - b) Scrutinise the priorities as set out in the annual countywide community safety partnership plan,
 - c) Make any reports or recommendations to the countywide community safety partnership and the county council communities committee.
2. 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 cooperate towards the delivery of their respective responsibilities.
3. The community safety partnership meets once or twice a year at County Hall. The dates for civic year 2020/21 are, at the time of writing, not yet proposed. Once these have been finalised, they will be added to the scrutiny committee work programme.

Norwich City Council
SCRUTINY COMMITTEE

Item No 6

REPORT for meeting to be held on 16 July 2020

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 NHOSC for 2019/20.

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 NHOSC. 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:

- (1) Agree to continue with the protocol set out at paragraph 2 of the report
- (2) Select a member of the scrutiny committee to be the representative to sit on NHOSC
- (3) Select a member of the scrutiny committee to be the substitute representative on NHOSC

Contact Officer: Emma Webster
Scrutiny liaison officer
emmawebster@norwich.gov.uk

What follows is the text from the protocol and reporting agreements agreed by Scrutiny Committee in 2017/18. It is recommended that this approach is continued and the dates noted of the planned meetings for 2020/2021. A suggested report back timetable is outlined in the main work programme document.

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 NHOSC 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:

“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 has 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 the scrutiny committee.
- 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.
 - The council's representative on NHOSC should preferably not be a board member or governor of a local health service organisation or a

member of the Health and Wellbeing Board. This is not an absolute requirement but a preference because of the risk of potential or perceived conflict of interest limiting the councillor's effectiveness on the health scrutiny committee.

- Training will be provided by NHOSC for any councilor representative who is new to health scrutiny.

2.4 The dates for NHOSC meetings 2020-21 are outlined below but may be subject to change throughout the year.

<i>Meeting dates</i> <i>Thursdays at 10am</i>
30 July 2020
3 September 2020
8 October 2020
26 November 2020
4 February 2021
18 March 2021

Norwich City Council
SCRUTINY COMMITTEE
ITEM 7

REPORT for meeting to be held on 16 July 2020

Annual review of the scrutiny committee 2019/20

Summary:	<p>This annual review reports on the work and progress that has been made by the scrutiny committee for the period 2020-21</p> <p>Article 6d of the council's constitution (overview and scrutiny committee) states that the scrutiny committee will report annually to the council on its workings and make recommendations for future work programmers and amended working methods if appropriate.</p>
Conclusions:	<p>This snapshot view of outcomes as a result of scrutiny activity helps to reinforce that successful scrutiny is collaboration between the scrutiny committee, the cabinet, residents, partners and the officers of the council.</p> <p>Scrutiny not only produces outcomes in terms of feeding into the decisions that are made but it can also play a valuable role to inform and develop knowledge for members.</p>
Recommendation:	<p>That the scrutiny committee recommends the annual scrutiny review for approval at the next available meeting of full council.</p>
Contact Officer:	<p>Emma Webster, scrutiny liaison officer preferred contact by e-mail emmawebster@norwich.gov.uk</p>

1. Annual review of the scrutiny committee 2019/20

1.1 Chairs section - text to follow

2. Working style of the 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

3. Membership of the scrutiny committee

3.1 Councillors;

Wright (chair)

Ryan (vice chair)

Carlo

Fulton-McAlister

Giles

Grahame

Manning

McCartney-Gray

Oliver

Osborn

Sands (S)

Sarmezey

Thomas (Vi)

Other non-executive members also took part as substitute members as and when required.

The scrutiny committee is politically balanced and is made up of councillors from the political parties of the council. Only non-cabinet members can be on the committee and this allows those councillors to have an active role in the council's decision making process.

4. What is scrutiny?

The Local Government Act 2000 introduced a structure within Local Government for decision-making and accountability and created a separation between the cabinet role and the non-executive member role.

Moving forward, subsequent acts of parliament have come in to extend the remit of scrutiny along with its statutory responsibilities. For example, local government scrutiny committees can now look at the work of partner organisations as well. The Local Government and Public Involvement in Health Act 2007 enabled local authorities to scrutinise other partners and agencies. This, along with other legislation relating to scrutiny powers has now been consolidated in the Localism Act 2011.

The cabinet proposes and implements policies and the non-executive members review policies and scrutinise decisions or pre scrutinise proposed decisions of the cabinet.

The committee sets its own work programme via suggestions from councillors, the cabinet and council, or from other issues of public interest. Any scrutiny topic that is undertaken needs to add value, and in considering suggestions for scrutiny the committee will ascertain the reasons why the matter would benefit from scrutiny, and what outcomes might be generated from inclusion to the work programme or other scrutiny activity.

The scrutiny committee assists non-executive and cabinet members in accordance with the Act by:

- Acting as a critical friend by challenging performance and helping improve services
- Ensuring policies are working as intended and, where there are gaps help develop policy
- Bringing a wide perspective, from the city's residents and stakeholders and examining broader issues affecting local communities
- Acting as a consultative body

In carrying out its role, the scrutiny committee can request written information and ask questions of those who make decisions. The committee is also enabled to comment and make recommendations to decision makers. These decision makers include cabinet, partners and other statutory organisations. Successful scrutiny is collaboration between the scrutiny committee, the cabinet, residents, partners and the officers of the council.

5. Principles of effective scrutiny

The Centre for Public Scrutiny (www.cfps.org.uk) has produced a guide to effective public scrutiny, which provides four Principles of Effective Scrutiny:

1. Critical friendship to decision-makers
2. Engaging the public and enabling the voice of the public and communities to be heard in the process
3. Owning the process and work programme with non-cabinet members driving the scrutiny process
4. Making an impact through continuously looking for improvements in public service delivery

For this to happen the scrutiny committee and the processes that support it must be independent, robust and challenging. This is because scrutiny works best when it is part of a positive culture that supports and promotes the scrutiny process. The way in which the scrutiny process has the ability to engage with and involve the council's residents and service users can be a way to ensure that reviews take on the views of local communities.

The effectiveness of scrutiny is balanced on the need to ensure that any purpose and benefits it can provide are clearly understood. The following questions for reviewing the effectiveness of a scrutiny function could ask:

- Is it effectively holding decision-makers to account?
- Is it helping to improve services?
- Is it building links between the council, its partners and the community?
- Is it helping to improve the quality of life for local people?
- Is it adding value?

In addition to the above questions; there should be a continued recognition from both officers and members of the value of effective challenge in helping towards continuous improvement. As Norwich City Council has continuously strived to achieve, the friendly challenge of the scrutiny committee to decision makers needs to not only be informed by ward members but also evidenced by the experiences encountered of service users and residents.

6. Setting the work programme for the year

At the May 2019 meeting of the scrutiny committee members discussed and agreed the work programme; the outcomes of which are detailed in this report.

Standing items each meeting include:

- Public questions/petitions
- Declarations of interest
- Approval of minutes from previous meeting
- Scrutiny work programme (giving members the opportunity to add or remove items from the work programme if they wish).

Standard items annually include:

- Draft corporate plan
- Pre-scrutiny of the proposed budget
- Annual review of the scrutiny committee

Also, written or verbal updates from the committee's Norfolk Health Overview and Scrutiny Committee representation are brought to meetings as and when.

The agenda papers and minutes of the committee meetings can be found on the council's web-site:

https://cmis.city.norwich.gov.uk/cmisis_live/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/4/Default.aspx

(At the time of this review's publication, work has already begun by the scrutiny liaison officer and the committee members around the work programme for 2020 – 2021 and this will be officially agreed by the scrutiny committee in May* at the first meeting of the new civic year.)

* This was postponed to the July 2020 meeting due to the COVID-19 pandemic.

7. Training

The committee took part in a training session delivered by the Local Government Association on 18 July 2019.

The aim of this session was to assist existing scrutiny members in gaining knowledge and building upon experience from previous training, and for the newly appointed members to be introduced to their scrutiny role.

The training provided an overview of scrutiny functions, challenges, effective work programming and effective questioning skills.

The members of the scrutiny committee also continue to come together for a pre-meeting in advance of the scrutiny committee so that they can plan the committee's approach for the topic being discussed at the committee meeting.

8. Overview of the year

There was a total of eight scrutiny meetings were held last year and three call-ins. This section of the report lists the substantive items discussed at each meeting.

20 June 2019

Setting of the scrutiny committee work programme for 2019/20

18 July 2019

Transforming cities fund

19 September 2019

Practical steps to improve air quality in Norwich and climate change update

17 October 2019

Climate mitigation and transforming cities fund

14 November and 12 December 2019 meetings cancelled due to general election.

16 January 2020

Chair's feedback and annual national scrutiny conference
Corporate plan and performance framework

6 February 2020

Pre-scrutiny of the budget

11 February 2020

Police and Crime Commissioner visit

25 March 2020*. *This meeting was cancelled due to the COVID-19 pandemic

New Anglia Local Enterprise Partnership
Report back from the scrutiny select committees

9. Joint scrutiny bodies

Norfolk county health overview and scrutiny committee

Norwich City Council has a scrutiny member representative who sits on the Norfolk County Health Overview and Scrutiny Committee (NHOSC) plus one substitute member. For the period 2019 – 2020 the member representative has been Councillor Sarmezey with Councillor Fulton-McAllister (M) being the substitute member.

The role of NHOSC is to look at the work of the clinical commissioning groups and National Health Service (NHS) trusts and the local area team of NHS England. It acts as a 'critical friend' by suggesting ways that health related services might be improved. It also looks at the way the health service interacts with social care services, the voluntary sector, independent providers and other county council services to jointly provide better health services to meet the diverse needs of Norfolk residents and improve their well-being.

Please follow the link to the Norfolk County Council website for papers and minutes concerning the above:

<http://www.norfolk.gov.uk/index.htm> and click on council and democracy then committee meeting dates, minutes, agendas and reports.

Norfolk countywide community safety partnership scrutiny sub 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. For the period 2019 – 2020 the member representative has been Councillor Ryan and Cllr Giles being the substitute member.

The role of the Norfolk countywide community safety partnership scrutiny sub panel is to:

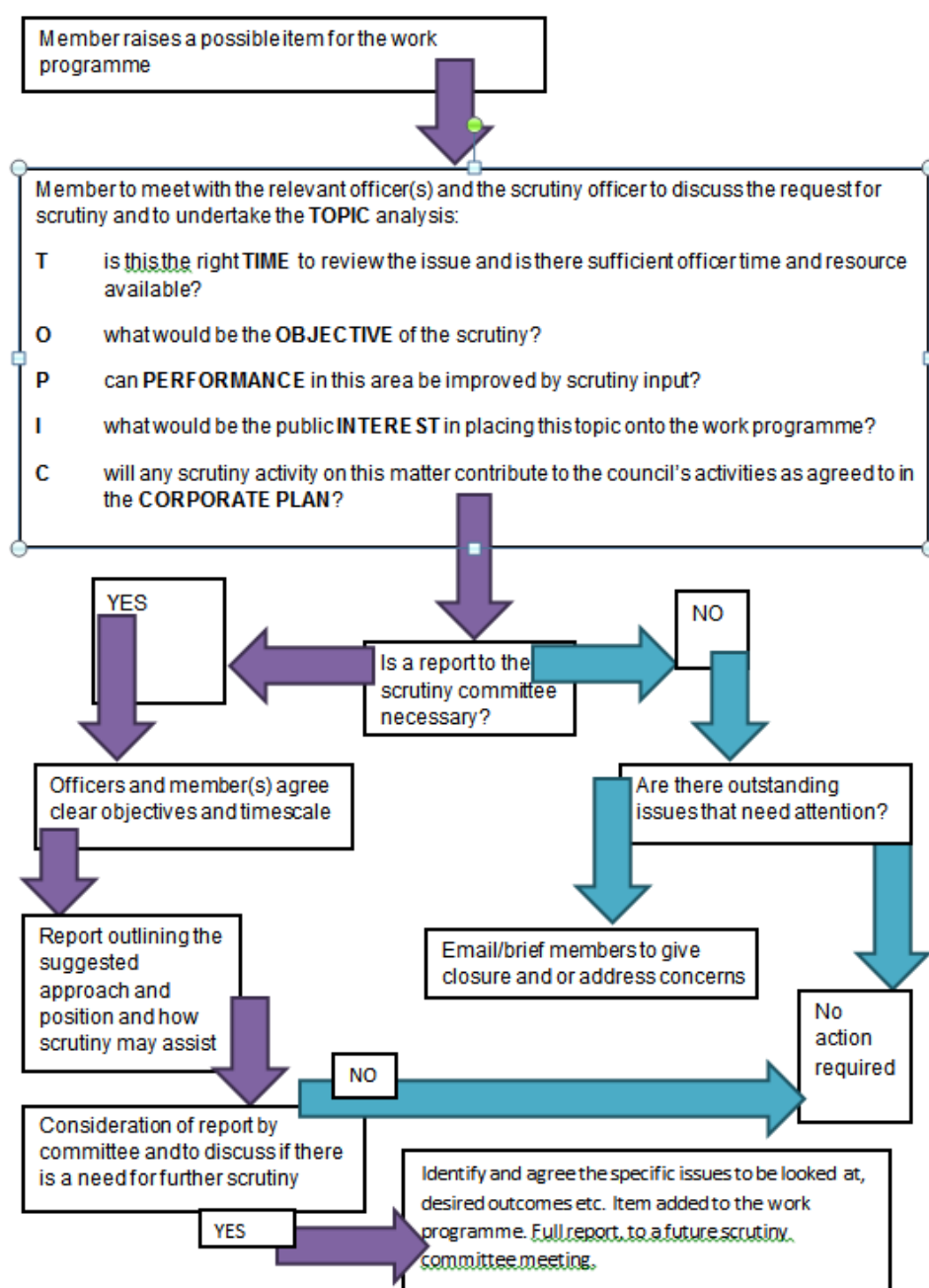
- Scrutinise the actions, decisions and priorities of the Norfolk Countywide Community Safety Crime and Disorder Partnership in respect of crime and disorder on behalf of the (County) community services overview and scrutiny panel
- Scrutinise the priorities as set out in the annual countywide community safety partnership plan
- Make any reports or recommendations to the countywide community safety partnership.

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 on a half yearly basis at county hall.

10. Guidance for placing items onto the scrutiny committee work programme

The guidance takes the form of a **flow chart** which outlines the process by which members and officers can discuss the merits of producing a report to the committee. Once a request for scrutiny has been received by the scrutiny officer; the process begins with a meeting between the member making the request, the scrutiny officer and the relevant responsible officer to discuss whether a report to the committee is necessary and justified while taking account of the **TOPIC analysis**.

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



11. Public involvement and getting in touch with scrutiny

Meetings of the scrutiny committee are usually as informal as possible and as well as scrutiny members, are attended by cabinet portfolio members, officers, partners and anyone else who can assist with the work and provide evidence for reviews.

Members of the public are also welcome to attend the scrutiny committee meetings and can participate at the discretion of the committee's chair. If you do wish to participate regarding an agenda item at a scrutiny meeting you are requested to contact the scrutiny liaison officer who will liaise with the chair of the committee. Any questions for the committee have to be received no later than 10am three days before the meeting. To contact the scrutiny liaison officer please e-mail emmawebster@norwich.gov.uk

Getting in touch with scrutiny

If you are a member of the public and wish to find out more about the scrutiny process and the committee or if you have any queries regarding this Annual Review, please feel free to contact the council's scrutiny liaison officer.

Members of the public can suggest a topic for scrutiny by submitting an on-line form available on the council's website. Please encourage your constituents to suggest topics in this way. Also on the council's website is a note of what select committees are currently live.

Norwich City Council
SCRUTINY COMMITTEE

Item No 8

REPORT for meeting to be held on Thursday 16 July 2020

Setting of the scrutiny committee work programme for 2020/21

Summary:

The purpose of the report is to assist committee members in setting the work programme for 2020/21. A series of potential items have been listed in this report, which have been raised by the committee throughout the last year.

Conclusions:

Along with this report, standing items taken to the scrutiny committee are included in the annual work programme planning grid and items suggested by members for consideration for inclusion are attached as appendix A.

Attached at appendix B are the TOPIC forms received from members for consideration.

It is proposed that any discussion is as a whole committee using the TOPIC criteria. 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 2020/21. The programme is a standing item at each committee meeting and can be adjusted as necessary.

Contact Officers:

Emma Webster
Scrutiny liaison officer
emmawebster@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. 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 will benefit from the scrutiny process.
- 1.4 Members have been asked to submit suggestions for the 2020-21 work programme to be considered by the committee. Those received before publication of the agenda are attached as appendices to this report. Additional topics may be considered by the committee at the meeting.

2. Recurring items

- 2.1 There are certain areas of work identified for the scrutiny committee that are of a recurring nature. Presently, these are the scrutiny committee work programme (each meeting), pre-scrutiny of the corporate plan and performance framework (December) Equality Information Report (December), pre-scrutiny of the proposed budget (February) and the annual review of the scrutiny committee (March).
- 2.2 Updates are received from the representative sitting on the Norfolk County Health and Overview Committee (NHOSC). The proposed dates for NHOSC along with suggested scrutiny report dates are outlined below in the annual work programme planning grid.
- 2.3 Updates are also received from the representative sitting on the Norfolk Countywide Community Safety Partnership Scrutiny sub panel (NCCSPSSP). The proposed dates for NCCSPSSP along with suggested scrutiny report dates are outlined below in the annual work programme planning grid.
- 2.4 Scrutiny committee may wish to keep some space free to be able to move items on and off the work programme as required.

3. Scope for scheduling items to the work programme

- 3.1 Although sometimes not possible to achieve, it was previously agreed 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 this civic year, members will also 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.

4. Annual work programme planning grid

- 4.1 Members may find this a useful tool to use during the meeting to allocate items for scrutiny in the next civic year, please see appendix A;
- 4.2 Reports from the Norfolk Countywide Community Safety Partnership Scrutiny sub panel are to be added when dates of the meeting are known.
- 4.3 The committee are asked to consider how to proceed or otherwise with topics that were agreed for the last civic year but were cancelled due to the COVID-19 pandemic. These topics are;
 - visit from the New Anglia Local Enterprise Partnership
 - report back from the select committee on the growth of short term lettings
 - report back from the select committee on anti-social behaviour including fly tipping and city council processes
 - Young people and well-being.

Annual work programme planning grid

Date of meeting	Item
Thursday at 16.30	
2020	
10 June	Covid-19 recovery report
16 July	Work programme Annual scrutiny report
17 September	Work programme Report back from NHOSC meeting from 30 July and 3 September
15 October	Work programme Report back from NHOSC meeting from 8 October
19 November	Work programme
17 December	Work programme Report back from NHOSC meeting from 26 November Equality information report Corporate plan and performance framework
2021	
21 January	Work programme Corporate plan and performance framework
4 February	Work programme Pre-scrutiny of the budget 2021/22
18 March	Work programme Report back from NHOSC meeting from 4 February and 18 March.

Scrutiny TOPIC form

Good governance and scrutiny helps reduce risk, increases resilience, improves decision making and delivers value for money. The information you give on this form will help shape the scrutiny work programme for the civic year 2019-20.

Please tell us what item you would like considered on the work programme and a brief scope. *For instance: Air bnb type properties: To consider the growth of short term lettings and the impact on income for the council and wellbeing of local residents.*

YOUR ITEM: Progress on the Safer Neighbourhoods Initiative (SNI)

BRIEF SCOPE: The SNI was introduced in 2019 to focus the council's efforts in addressing crime and ASB, and there have been continued or even increased reports of crime and ASB affecting communities during lockdown. Given that crime and ASB have significantly affected many of our communities, and this is such a complex area, Scrutiny would be able to add value by assessing the results so far and evaluating whether there is more that could be done, including whether there has been adequate communication around the initiative.

Your item will be considered for inclusion on the work programme on the following 5 criteria. Please give any further information for each criteria below:

TIME	<p>is this the right time to review the issue and is there sufficient officer time and resource available?</p> <p>The SNI is a significant piece of work and it has not yet undergone formal scrutiny. It is therefore appropriate to assess progress for the year past and ahead of further implementation. This is especially important in the light of potential budget shortfalls as a result of covid – it is therefore vital to ensure now that money is spent effectively.</p>
OPPORTUNITY	<p>what would be the objective of the scrutiny?</p> <p>To review the effectiveness of the SNI, how areas have been selected as focus areas, communications around the initiative, how residents have been engaged, and the value for money.</p>

PERFORMANCE	<p>Can performance in this area be improved by scrutiny input?</p> <p>Performance for the council's output performance on ASB (including percentage of respondents satisfied service provided to deal with ASB, percentage of tenants feeling safe, and percentage of respondents satisfied with the outcome of their ASB case) has consistently been below targets. While this is partly due to staff shortages in the ABATE team, the SNI is a major part of the council's response and has the potential to significantly improve the council's performance in regard to crime and ASB.</p>
PUBLIC INTEREST	<p>What would be the public interest in placing this topic onto the work programme?</p> <p>Crime and ASB are among the public's major concerns in many wards, and it is appropriate to evaluate the value for money of the SNI. There have been continued or even increased reports and complaints of crime and ASB during the lockdown period.</p>
CONTRIBUTION	<p>will any scrutiny activity on this matter contribute to the councils activities as agreed in the corporate plan?</p> <p>ASB measures are part of the council's performance indicators for People living well.</p>

Please return your form to Emma Webster, scrutiny liaison officer. emmawebster@norwich.gov.uk

Scrutiny TOPIC form

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Please tell us what item you would like considered on the work programme and a brief scope. *For instance: Air bnb type properties: To consider the growth of short term lettings and the impact on income for the council and wellbeing of local residents.*

YOUR ITEM: The benefits of extending the existing PSPO when it is due for renewal.

BRIEF SCOPE: Residents have requested that the existing PSPO which covers street drinking in the city centre area be extended, in particular to the Rosary Road and Heathgate areas to cover kerb crawling. This is also an opportunity to assess the efficacy of the existing PSPO.

Your item will be considered for inclusion on the work programme on the following 5 criteria. Please give any further information for each criteria below:

TIME	is this the right time to review the issue and is there sufficient officer time and resource available? The existing Public Spaces Protection Order (PSPO) is due for renewal in 2020, and it is therefore appropriate to review its success and what benefits there might be to extending it. It is a time-sensitive matter.
OPPORTUNITY	what would be the objective of the scrutiny? To review the effectiveness of the existing city centre PSPO in reducing crime and ASB, and to consider the potential benefits to extending it to other areas where residents have requested a PSPO.
PERFORMANCE	Can performance in this area be improved by scrutiny input?

	<p>Performance for the council's output performance on ASB (including percentage of respondents satisfied service provided to deal with ASB, percentage of tenants feeling safe, and percentage of respondents satisfied with the outcome of their ASB case) has consistently been below targets. While this is partly due to staff shortages in the ABATE team, a PSPO can help the police to have greater powers to address crime and ASB. In particular it could be used to prevent kerb-crawling.</p>
PUBLIC INTEREST	<p>What would be the public interest in placing this topic onto the work programme?</p> <p>Residents in the Rosary Road area and in the Heathgate area have requested a PSPO to prevent kerb-crawling. ASB is a major issue in the city centre and residents are keen to ensure that it is addressed/</p>
CONTRIBUTION	<p>will any scrutiny activity on this matter contribute to the councils activities as agreed in the corporate plan?</p> <p>ASB measures are part of the council's performance indicators for People living well. The topic of a PSPO was referred to Scrutiny by Cabinet.</p>

Please return your form to Emma Webster, scrutiny liaison officer. emmawebster@norwich.gov.uk

Scrutiny TOPIC form

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Please tell us what item you would like considered on the work programme and a brief scope. *For instance: Air bnb type properties: To consider the growth of short term lettings and the impact on income for the council and wellbeing of local residents.*

YOUR ITEM: Reducing waste in Norwich

BRIEF SCOPE: Norwich's performance on waste and recycling has shown room for improvement. Recently there has been public concern about the efficacy of recycling and the amounts of waste going to landfill. Our waste system could come under further strain if there is a second outbreak of coronavirus. Reducing amounts of waste is key to reducing costs for the council as well as meeting environmental targets. Scrutiny could evaluate the measures taken by the council and compare recommendations from other councils and partners such as Biffa.

Your item will be considered for inclusion on the work programme on the following 5 criteria. Please give any further information for each criteria below:

TIME	<p>is this the right time to review the issue and is there sufficient officer time and resource available?</p> <p>Targets for performance on waste and recycling rates by 2020 were set in 2014, and are now due to be reviewed. This is a priority for the new CEO.</p> <p>The council has rolled out food waste collection to houses and to council-owned flats, and with the Government saying that food waste recycling should be available to all residents by 2023, it would be appropriate to review the success of this and how it could be better extended to private flats.</p> <p>The BID has obtained funding from the EU to undertake work with businesses aimed at encouraging a circular economy and reducing waste. Furthermore, there has been great public interest in reducing</p>
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	<p>plastic waste in recent years, and two zero-waste shops have opened in Norwich. Now is a time to build on that momentum.</p> <p>Furthermore, our waste system could come under strain if there is a second, worse outbreak of coronavirus.</p>
OPPORTUNITY	<p>what would be the objective of the scrutiny?</p> <p>To help in the aim to reduce amounts of waste in Norwich, at both supply-end and from consumers. To review Norwich city council's waste and recycling policies to that end, and to seek ways of further engaging with stakeholders to support the aim of reducing waste. To ensure that Norwich's waste disposal system is resilient in the face of potential pandemics and cuts to council services.</p>
PERFORMANCE	<p>Can performance in this area be improved by scrutiny input?</p> <p>Norwich's performance on waste and recycling is well below the targets that were set in 2014. The Integrated Waste Management Strategic Objectives Document approved by cabinet in February 2014 set targets including:</p> <ul style="list-style-type: none"> a) To reduce the level of residual household waste per household to 90% of the 2013-14 level by 2016 and to 80% of the 2013 level by 2020, and d) To achieve a recycling rate of 50% and to seek to achieve a recycling rate of 60% by 2020 f) Through objectives a) to e), seek to increase landfill diversion rates year-on-year and reduce landfill tonnage to 80% of the 2013 level by 2020 <p>In 2012, the recycling rate in Norwich was 40.6%. The most recent figures that Norwich's recycling rate is at 38.3%. While it is hard to achieve high recycling rates in an urban area, Norwich is behind other urban areas such as Stockport, Trafford and Ealing.</p>
PUBLIC INTEREST	<p>What would be the public interest in placing this topic onto the work programme?</p> <p>Reducing carbon emissions from and the environmental impact of waste is essential to sustainability. Saving the council money through reduced waste collection and landfill charges would deliver greater value for money. There is also an opportunity to support the local economy.</p>

	It is vital that the council is able to maintain waste collection in the face of budget and staff cuts if there is further fallout from coronavirus.
CONTRIBUTION	<p>will any scrutiny activity on this matter contribute to the councils activities as agreed in the corporate plan?</p> <p>Waste figures are output and outcome measures for “Great Neighbourhoods, Housing and Environment” on the council’s corporate plan.</p>

Please return your form to Emma Webster, scrutiny liaison officer. emmawebster@norwich.gov.uk

Scrutiny TOPIC form

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Please tell us what item you would like considered on the work programme and a brief scope. *For instance: Air bnb type properties: To consider the growth of short term lettings and the impact on income for the council and wellbeing of local residents.*

YOUR ITEM: Alternatives to car park revenue

BRIEF SCOPE: Norwich City Council received a gross income of £5.9m from off-street and multi-storey car parking, for the last financial year, making car parks one of the council's most significant sources of income. However this impact will have been severely impacted by the coronavirus lockdown, which is in addition to the longer-term need to reduce reliance on car parking revenue in line with the council's stated aim of reducing traffic in the city and encouraging more walking, cycling and public transport. It is therefore important to find alternative, sustainable sources of revenue.

Your item will be considered for inclusion on the work programme on the following 5 criteria. Please give any further information for each criteria below:

TIME	is this the right time to review the issue and is there sufficient officer time and resource available? Car parking income will have been severely affected by covid-19 and it is therefore an urgent priority to find alternative sources of income, especially in light of the need to rebuild post-covid.
OPPORTUNITY	what would be the objective of the scrutiny? To find alternative, sustainable sources of income to car parking revenue that may contribute to the council's vision for a cleaner, more liveable Norwich.
PERFORMANCE	Can performance in this area be improved by scrutiny input?

	<p>Despite significant efforts by the city council to reduce traffic in the city, there are still considerable amounts of cars entering and parking in the city. Combined with a brutal series of cuts to council budgets that have forced local authorities to turn to commercial sources of income, this has made car parking income one of the most significant sources of income for the city council. That source of income is vulnerable, as shown by the effects of coronavirus, and it may become more vulnerable if traffic into the city is further reduced. Currently, relying on cars coming into the city for income, in particular for short-stay parking for shopping and tourism, means that the council's income is generated from a source that actively damages its environmental and social aims, and is financially vulnerable. There is therefore a need for alternative sources of income.</p>
PUBLIC INTEREST	<p>What would be the public interest in placing this topic onto the work programme?</p> <p>There is a public interest in establishing a sustainable source of income so that the council can continue to deliver vital services. In addition, there could be scope for alternative sources of income to dovetail with positive interventions to improve for residents. The city council owns 16 car parks, which make up a significant portion of land. This land could be put to use in ways that enhance quality of life.</p>
CONTRIBUTION	<p>will any scrutiny activity on this matter contribute to the councils activities as agreed in the corporate plan?</p> <p>Ensuring a sustainable income would contribute to the council's "Healthy Organisation" goal. In addition, reducing traffic in the city would contribute to the council's environmental objectives, and positive use of car parking spaces could contribute to the council's social and environmental objectives.</p>

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Scrutiny TOPIC form

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Please tell us what item you would like considered on the work programme and a brief scope.

YOUR ITEM: COUNCIL FINANCES

BRIEF SCOPE: How the council is going to fix the hole in its finances caused by the pandemic and the lockdown? This could be anything between £7m and £14m. With reduced car parking revenue and business rates and council tax relief extended, together with the extra money we are having to find to help the vulnerable, how do we go forward?

Your item will be considered for inclusion on the work programme on the following 5 criteria. Please give any further information for each criteria below:

TIME	is this the right time to review the issue and is there sufficient officer time and resource available?
OPPORTUNITY	what would be the objective of the scrutiny? What difference can scrutiny make?
PERFORMANCE	can performance in this area be improved by scrutiny input?
PUBLIC INTEREST	what would be the public interest in placing this topic onto the work programme?
CONTRIBUTION	will any scrutiny activity on this matter contribute to the councils activities as agreed in the corporate plan?

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Thank you.

Scrutiny TOPIC form

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Please tell us what item you would like considered on the work programme and a brief scope.

YOUR ITEM: THE ECONOMY

BRIEF: How do we create a sustainable, inclusive new Norwich economy following Covid-19? This is an important opportunity to review the steps we can take to develop a better economy in the city to meet the challenges of the recession to follow the lockdown.

Your item will be considered for inclusion on the work programme on the following 5 criteria. Please give any further information for each criteria below:

TIME	is this the right time to review the issue and is there sufficient officer time and resource available?
OPPORTUNITY	what would be the objective of the scrutiny? What difference can scrutiny make?
PERFORMANCE	can performance in this area be improved by scrutiny input?
PUBLIC INTEREST	what would be the public interest in placing this topic onto the work programme?
CONTRIBUTION	will any scrutiny activity on this matter contribute to the councils activities as agreed in the corporate plan?

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Thank you.

Scrutiny TOPIC form

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Please tell us what item you would like considered on the work programme and a brief scope.

YOUR ITEM: Social inclusion agenda following Covid-19

BRIEF SCOPE: What steps to mitigate the rising poverty and impact. This can also include the council's community development agenda and how current work by the council is supporting the recovery plan.

Your item will be considered for inclusion on the work programme on the following 5 criteria. Please give any further information for each criteria below:

TIME	is this the right time to review the issue and is there sufficient officer time and resource available?
OPPORTUNITY	what would be the objective of the scrutiny? What difference can scrutiny make?
PERFORMANCE	can performance in this area be improved by scrutiny input?
PUBLIC INTEREST	what would be the public interest in placing this topic onto the work programme?
CONTRIBUTION	will any scrutiny activity on this matter contribute to the councils activities as agreed in the corporate plan?

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Thank you.

Scrutiny TOPIC form

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Please tell us what item you would like considered on the work programme and a brief scope.

YOUR ITEM: Enhancing community development following Covid-19

BRIEF SCOPE: The impact of the Covid-19 pandemic witnessed communities in many parts of the city support each other like never before. Hundreds of groups have emerged which continue to contribute to significant outcomes for Norwich residents including some of the most vulnerable. This investigation would examine what was achieved and where, how best to support, enhance and develop existing and new community groups, and ensure such work is not lost in the future.

Your item will be considered for inclusion on the work programme on the following 5 criteria. Please give any further information for each criteria below:

TIME	<p>is this the right time to review the issue and is there sufficient officer time and resource available?</p> <p>The community response, in many places, created a very significant enhancement to statutory interventions achieved during the pandemic. Coordination and support for this and other work was led by key officers at Norwich City Council. With the likelihood of further spikes of infection, real risks of local lockdowns and the impact upon people from recession and poverty, bolstering community resilience and strength will be a positive opportunity for the council not just by building on what is already there but by looking at areas where it appears there is little coordinated support on the ground.</p>
OPPORTUNITY	<p>what would be the objective of the scrutiny? What difference can scrutiny make?</p> <p>How best to imbed, enhance and develop community group development within the city council area to support those most in need.</p>
PERFORMANCE	<p>can performance in this area be improved by scrutiny input?</p> <p>While specific performance on this topic may be harder to potentially measure, the general promotion of physical and mental wellbeing and crisis preventative work achieved</p>

	through strong and sustainable communities is well established. Indicators for future performance might be developed through this investigation.
PUBLIC INTEREST	<p>what would be the public interest in placing this topic onto the work programme?</p> <p>Support for communities, helping neighbours and caring for one another has significantly increased since mid-March. The experience of collective support whether as a provider or recipient, is a shared experience for many Norwich residents, particularly those that were shielded or vulnerable. Appreciation of the work which the City Council might undertake to advance this further could be significant from both groups involved, activists, voluntary and other statutory organisations.</p>
CONTRIBUTION	<p>will any scrutiny activity on this matter contribute to the council's activities as agreed in the corporate plan?</p> <p>Creating sustainable and cohesive communities while enhancing physical and mental wellbeing is a key priority for the council. Community development as a proponent of this is accepted and vital.</p>

Please return your form to Emma Webster, scrutiny liaison officer. emmawebster@norwich.gov.uk

Thank you.

Scrutiny TOPIC form

Good governance and scrutiny helps reduce risk, increases resilience, improves decision making and delivers value for money. The information you give on this form will help shape the scrutiny work programme for the civic year 2020-21.

Please tell us what item you would like considered on the work programme and a brief scope.

YOUR ITEM: Maximising opportunities to achieve zero rough sleeping following Covid-19.

BRIEF SCOPE: The government request to house rough sleepers on grounds of public health, together with necessary funding, allowed the city council to achieve significant and positive outcomes very quickly. The close relationship with housing charities, multi-agency working which has achieved success through Pathways, and other interventions during the pandemic, placed Norwich in a strong position. With the risk of significant rises in homelessness due to the forecast recession, removal of S21 bans on evictions and ending of the furlough scheme, the 'perfect storm' to drive homelessness and potential rough sleeping should be anticipated. Securing support from other statutory agencies with responsibility for this will be vital to future interventions in this area.

Your item will be considered for inclusion on the work programme on the following 5 criteria. Please give any further information for each criteria below:

TIME	<p>is this the right time to review the issue and is there sufficient officer time and resource available?</p> <p>Significant success, through close partnership working, was achieved in providing housing for people who often experience significant and multiple needs. With government support ending, there is now a risk of significant rises in homelessness due to the recession, removal of S21 bans on evictions and ending of the furlough scheme. Reviewing the work achieved but considering options to reduce rough sleeping in the future seem opportune.</p>
OPPORTUNITY	<p>what would be the objective of the scrutiny? What difference can scrutiny make?</p> <p>To examine the opportunities to embed good practice, to reduce and eliminate rough sleeping particularly around partnership working with responsible statutory agencies.</p>
PERFORMANCE	<p>can performance in this area be improved by scrutiny input?</p>

	<p>Yes, rough sleeping is a concern for a large section of our communities and the very visible increases since 2010 have rightly provoked alarm. Scrutiny committee can help facilitate the continued practical support from statutory agencies ensuring we close down our homelessness numbers by providing a joined up service which address not just the physicality of a safe place to sleep but also the wellbeing of the homeless person as an individual.</p>
PUBLIC INTEREST	<p>what would be the public interest in placing this topic onto the work programme?</p> <p>Rough sleeping has remained a significant concern for a large section of the community and the very visible increases since 2010 have rightly provoked alarm. This topic has been discussed on multiple levels from a wide variety of councillors indicating the seriousness it deserves. There is risk of more people in vulnerable housing situations becoming homeless through the forthcoming recession.</p>
CONTRIBUTION	<p>will any scrutiny activity on this matter contribute to the councils activities as agreed in the corporate plan?</p> <p>Achieving sustainable housing solutions for Norwich people remains a core corporate priority and action to prevent rough sleeping has been a significant part of this. Learning from the best practice achieved through the experience of the Covid-19 pandemic and incorporating opportunities into future service delivery would be advantageous.</p>

Please return your form to Emma Webster, scrutiny liaison officer. emmawebster@norwich.gov.uk

Thank you.