

SCRUTINY COMMITTEE WORK PROGRAMME 2012/2013 – NORWICH CITY COUNCIL

Please contact the scrutiny officer; Steve Goddard, Scrutiny officer, Norwich city council, Room 313, City Hall, Norwich NR2 1NH

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The work programme for the scrutiny committee is informed by a combination of what councillors' feel are important topics, gathered from their ward work and their activities across the whole council or members of the public highlighting issues for debate. Also requests by cabinet for scrutiny to undertake 'pre-scrutiny' before policies are taken to cabinet. Council officers can also request that scrutiny investigate and consider certain issues on their behalf. When raising a possible topic for the work programme it is advisable to make a formal request by using the **Request form to raise an item for Scrutiny Review** which can be obtained from the scrutiny officer or via e-councillor. Once a topic request for scrutiny has been received the topic will usually be required to be put through the following:

Picc Analysis for Prioritising Topics – YOU ARE ASKED TO USE THE PICC ANALYSIS AS A FILTER TO ASSESS THE APPROPRIATENESS FOR SCRUTINY OF TOPICS BEFORE INCLUDING THEM ON THE WORK PROGRAMME

TOPIC TITLE:

REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT:

WHO/WHAT IS THE RESPONSIBLE ORGANISATION?

WHO ARE THE RESPONSIBLE CABINET PORTFOLIO COUNCILLOR(S) AND OFFICER(S)?

The council's FIVE main priorities are provided to assist members and can be used as a guide and reminder to draw links between the work of the scrutiny committee and the corporate plan:

- TO MAKE NORWICH A CITY OF CHARACTER AND CULTURE
- TO MAKE NORWICH A SAFE CLEAN CITY
- TO MAKE NORWICH A PROSPEROUS CITY
- TO PROVIDE VALUE FOR MONEY SERVICES
- TO MAKE NORWICH A CITY WITH DECENT HOUSING FOR ALL

P Public interest	
Is there sufficient public interest in the topic?	
Where is the evidence to support this?	
Is interest confined to the city or of broader interest?	
How would it be in the public interest to look at this topic?	

I Impact	
Will the topic impact community well-being?	
To what extent will the topic impact on the community?	
How will the review bring value to community well-being?	

C Council & performance	
How is the council/organisation performing in this area?	
What is the performance data showing? (direction of travel?)	
Are there other performance comparisons or bench marks?	
Is there adequate performance measurement?	

C Keeping in context	
What else is happening in this area such as recent reviews or inspections?	
How does this rank within the context of other work or priorities?	

WHEN WOULD BE THE BEST TIME TO CARRY OUT SCRUTINY OF THIS TOPIC?

WHAT METHOD(S) SHOULD BE USED TO CARRY OUT THIS SCRUTINY? (task & finish group, topic on agenda at main meeting, themed meeting, consultation etc.)

WHO ELSE SHOULD BE INVOLVED/INVITED?

VENUE? (city hall, other venue, site visit etc)

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE ORGANISATION OFFICER CABINET PORTFOLIO COUNCILLOR	REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT	METHODS AND VENUE
11 Oct 2012	Night time economy	Councillor Keith Driver and Bob Cronk	To review and gain a high level understanding of the economic benefits, cultural and entertainment offer and crime, ASB and environmental impacts of the night time economy in Norwich so that scrutiny committee can identify an area for further investigation.	At committee
11 Oct 2012	Assets of community value	Councillor Alan Waters, Andy Watt and David Rogers	To focus on the proposed governance arrangements	At committee
8 Nov 2012	Q2 performance and budget monitoring	Councillor Brenda Arthur, Councillor Alan Waters, Russell O'Keefe, Mark Smith and Phil Shreeve	Identification of any causes for concern and note successes	Quarterly at committee
8 Nov 2012	Food banks follow up	Councillor Alan Water, Russell O'Keefe, Bob Cronk, Rachel Metson and Boyd Taylor	To carry out further scrutiny work to gain an overview picture of the deprivation, inequality and welfare issues that Norwich residents experience. And then to decide on any further scrutiny work and/or recommendations.	Ongoing review from
8 Nov 2012	Benefits claims process	Councillor Alan Waters, Jerry Massey and Jill Healey	To gain an overview and to comment on the processes involved in dealing with benefits claims and the claims backlog.	At committee
Nov Date tbc	Budget and policy overview scrutiny event	Cabinet and corporate leadership team	To explore ideas around the setting of budgets while considering the pressures facing each service. This also helps provide an overview of the policy frame work.	tbc

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE ORGANISATION OFFICER CABINET PORTFOLIO COUNCILLOR	REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT	METHODS AND VENUE
20 Dec 2012 3:00 pm	New council tax benefit scheme	Councillor Alan Waters, Caroline Ryba	Pre – scrutiny of the report on draft proposals, as amended through the consultation.	At committee
6 Dec 2012	Role of the ward councillor	Russell O'Keefe, Bob Cronk, Nadia Harrington and Andy Emms	Review of the role of a ward councillor with in the new operating model and the opportunities provided by the council's neighbourhood model. To make recommendations on the role of a ward councillor and the supporting member development programme.	At committee
10 Jan 2013	Overview of the corporate plan	Councillor Brenda Arthur and Russell O'Keefe	For the scrutiny committee to gain an overview and refresh their knowledge of the corporate plan prior to pre scrutiny of the proposed budget and policy framework in February	At committee
10 Jan 2013	Governance scheme for community right to challenge	Councillor Alan Waters, Anton Bull, Phil Hyde, Andy Watt and David Rogers	To focus on the proposed governance arrangements for the scheme and to consider if there is possible associated role for scrutiny	At committee
7 Feb 2013	Pre scrutiny of the proposed budget and policy framework	Councillor Brenda Arthur, Councillor Alan Waters, Laura McGillivray, Jerry Massey, Russell O'Keefe, Caroline Ryba and Mark Smith	To comment on the proposed budget and make suggestions to cabinet regarding the proposed budget's ability to deliver the priorities of the council	Annual at committee
21 Feb 2013	Q3 performance and budget monitoring	Councillor Brenda Arthur, Councillor Alan Waters, Russell O'Keefe, Mark Smith and Phil Shreeve	Identification of any causes for concern and note successes	Quarterly at committee

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE ORGANISATION OFFICER CABINET PORTFOLIO COUNCILLOR	REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT	METHODS AND VENUE
7 March 2013	Lgss and the revenues and benefits service	Councillor Brenda Arthur, Councillor Alan Waters and Anton Bull	A year on look at the performance of Lgss and a progress report on the revenues & benefits service. To identify any areas for improvement and to note successes.	Annual at committee
11 April 2013	Housing benefit changes	Councillor Alan Waters, Caroline Ryba and Anton Bull	It appears that universal credit implementation may not occur until after the next election. Therefore this could represent an early opportunity for the scrutiny committee to look at any early results that may emerge from any pilot schemes around the country and consider any implications for Norwich	At committee
30 May 2013	Annual scrutiny review	Councillor Claire Stephenson and Steve Goddard	To agree the annual review of the scrutiny committee's work 2012 to 2013 and recommend it for adoption of the council	Annual at committee
30 May 2013	Review of the work programme	Scrutiny committee, corporate leadership team, cabinet and the scrutiny officer	To identify the issues facing the work of the council for the civic year and agree the scrutiny committee work programme up to April 2014	Annual meeting

FORWARD AGENDA / CABINET, COUNCIL, SCRUTINY AND AUDIT COMMITTEES 2012/2013

Allocated Items							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Final Report - To be signed off by CLT member	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Exempt? If yes – which para?
SCRUTINY 11 OCT	Assets of community value	To focus on the proposed governance arrangements	Councillor Alan Waters Anton Bull, Phil Hyde, Andy Watt and David Rogers	28 Sep			
SCRUTINY 11 OCT	Night time economy	To look into the night time economy, early morning restriction notices and late night levy. And to gain an understanding of the impact of associated crime, beneficial and detrimental economic considerations and the impact on services in Norwich.	Councillor Keith Driver Bob Cronk Head of local neighbourhood services Ext 2373 Superintendent Paul Sanford	28 Sep			
CABINET 17 OCT	Grants to voluntary organisations KEY DECISION	To seek approval for the award of a grant for free debt advice services.	Bob Cronk Head of local neighbourhood services Ext 2373	29 Aug	JM		

Allocated Items							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Final Report - To be signed off by CLT member	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Exempt? If yes – which para?
CABINET 17 OCT	Future provision of architectural services	To review the options for the provision of architectural services	Chris Rayner Head of property Ext 3208	3 Oct	JM	PH	
CABINET 17 OCT	Bowthorpe Open Space Strategy and Investment KEY DECISION	To approve the Open Space Strategy for Bowthorpe and allocate funds to some of the projects identified in it.	Jerry Massey Deputy chief executive (operations) Ext 2225 Adrian Akester Head of citywide services Ext 2331	3 Oct	JM		
CABINET 17 OCT	Community Capital grants fund	To consider and agree the criteria for the new capital community grants fund	Bob Cronk Head of local neighbourhood Ext 2373	3 Oct	JM	PH	
CABINET 17 OCT	Proposed variations to car park fees and charges	To approve revised fees and charges schedule	Councillor Alan Waters Andy Watt	3 Oct	JM		NHAC 27 Sep

Allocated Items							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Final Report - To be signed off by CLT member	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Exempt? If yes – which para?
			Head of city development services Ext 2691				
CABINET 17 OCT	Procurement strategy	To approve an updated procurement strategy	Jerry Massey Deputy chief executive (operations) Ext 2225 Anton Bull Executive head of business relationship management Ext 2326	3 Oct	JM	PH	
CABINET 17 OCT	Future Operational Arrangements of Norwich Enterprise Centre	Cabinet are asked to consider options and approve action for the future operational arrangements of Norwich Enterprise Centre, 4B Guildhall Hill, Norwich	Jerry Massey Deputy chief executive (operations) Ext 2225 Andy Watt Head of city development	3 Oct	JM		

Allocated Items							
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			Ext 2691				
CABINET 17 OCT	Strategic Tenancy Strategy	To seek approval to consult on the draft version of the Strategic Tenancy Strategy	Jerry Massey Deputy chief executive (operations) Ext 2225 Tracy John Head of housing Ext 2939 Andy Watt Head of city development Ext 2691	3 Oct	JM		
CABINET 17 OCT	Assets of Community Value	To seek approval to implement decision making and governance arrangements, relating to community rights to bid for assets of community value.	Andy Watt Head of city development Ext 2691	3 Oct			
CABINET 17 OCT	Deal Ground and utilities Sites- access agreement and Growing Places funding	To agree Heads of Terms for a legal agreement relating to access and funding for the Deal ground and Utilities sites.	Jerry Massey Deputy chief executive (operations) Ext 2225 Gwyn Jones	3 Oct			

Allocated Items							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Final Report - To be signed off by CLT member	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Exempt? If yes – which para?
			City growth & development manager Ext 2364				
CABINET 17 OCT	Extensions to houses – advice note	To approve the ‘Extensions to houses – Advisory Note’ as a development management guidance document.	Deputy chief executive (operations) Ext 2225 Graham Nelson Head of planning Ext 2530	3 Oct	JM	Cllr Bremner	SDP on 26 Sep
CABINET 17 OCT	Managing housing assets	These relate to a previous report; Andrew Turnbull to provide updated purpose	Councillor MacDonald Andy Watt Head of city development services Ext 2691	3 Oct	JM	PH	Yes Para. 1
CABINET 17 OCT	Review of the Local Development Scheme 2012	To present the draft revised Local Development Scheme (LDS) - the work programme for producing the key planning documents making up the emerging local plan for Norwich. The Local	Deputy chief executive (operations) Ext 2225 Graham Nelson Head of planning Ext 2530				

Allocated Items							
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		Development Scheme is attached as Annex 1 and covers the period to March 2014.					
CABINET 17 OCT	Living wage – KEY DECISION	To endorse an application from the Council for accreditation under the Living Wage Foundation national accreditation scheme.	Bob Cronk Ext: 2373				
SCRUTINY 8 NOV	Quarter 2 performance report	To report progress against the delivery of the corporate plan objectives for quarter 2 of 2012-13	Russell O'Keefe Executive head of strategy, people and democracy Ext 2908 Phil Shreeve Policy & performance manager Ext 2356	26 Oct	RO'K	PH	
SCRUTINY 8 NOV	Food banks (follow up)	To carry out further scrutiny work to gain an overview picture of the deprivation, inequality and welfare issues	Russell O'Keefe Executive head of strategy, people and	26 Oct	RO'K	PH	

Allocated Items							
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		that Norwich residents experience. And then to decide on any further scrutiny work and/or recommendations.	democracy Ext 2908 Councillor Alan Water, Bob Cronk, Rachel Metson and Boyd Taylor				
CABINET 14 NOV	Quarter 2 performance report	To report progress against the delivery of the corporate plan objectives for quarter 2 of 2012-13	Russell O'Keefe Executive head of strategy, people and democracy Ext 2908 Phil Shreeve Policy & performance manager Ext 2356	31 Oct	RO'K	PH	
CABINET 14 NOV	Appointment of suppliers to the event support service contract framework		Nikki Rotsos Robin Hare	31 Oct			

Allocated Items							
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CABINET 14 NOV	Emergency Temporary Accommodation for Young People - award of contract	To seek approval for the award of contract for the provision of emergency temporary accommodation for young people	Deputy chief executive and Tracy John, head of housing / Andy Watt, head of city development	31 Oct			
CABINET 14 NOV	Appointment of suppliers to the event support service contract framework		Nikki Rotsos Executive head of customers, communications and culture 2211 Robin Hare 2412	31 Oct			
CABINET 14 NOV	Health and wellbeing (HWB) strategy	To consider options and approve the Health and wellbeing strategy produced by NHS Norwich Clinical Commissioning group	Rachael Metson 2926	31 Oct			
CABINET 14 NOV	Bowthorpe- appropriation of land	To agree to the appropriation of small parcels of land at Bowthorpe for planning purposes	Jerry Massey Deputy chief executive (operations) Ext 2225	31 Oct			

Allocated Items							
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			Gwyn Jones City growth & development manager Ext 2364				
CABINET 14 NOV	Riverside Leisure Centre management contract KEY DECISION	To approve the decision to appoint the successful contractor for the management of Riverside Leisure Centre	Nikki Rotsos Executive head of customers, communications and culture Ext 2211 Martine Holden Sport & leisure development manager Ext 2114	31 Oct	Chief executive	PH	
CABINET 14 NOV	Disposal of 21 All Saints Green	To agree to the disposal of 21 All Saints Green	Councillor Alan Waters Andy Watt Head of city development services Ext 2691	31 Oct	Capital programme board	PH	Yes – financial implicatio ns only – under para. 3
CABINET 14 NOV	The sale of six small HRA sites to a	To seek approval for the disposal by sale or transfer of	Jerry Massey Deputy chief	3 Oct	JM		

Allocated Items							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Final Report - To be signed off by CLT member	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Exempt? If yes – which para?
	housing association partner for the development of affordable housing KEY DECISION	six small housing sites to a developing housing association for the development of new, affordable housing	executive (operations) Ext 2225 Andy Watt Head of city development Ext 2691				
CABINET 14 NOV	Social housing regulations : tenant involvement.	To outline the new social housing regulations for tenant involvement under the regulation of social housing in England (April 2012) and set out the revised tenant involvement structure to ensure compliance.	Cllr Victoria MacDonald Jerry Massey/Tracy John	Jerry Massey	Jerry Massey		
CABINET 14 NOV	Phone masts on council buildings and land KEY DECISION	To review the council's policy for placing phone masts on council buildings and land	Andy Watt Head of city development services Ext 2691	3 Oct	JM	PH	
AUDIT 20 NOV							

Allocated Items							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Final Report - To be signed off by CLT member	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Exempt? If yes – which para?
SCRUTINY 6 DEC	Role of the ward councillor	To consider the role of a ward councillor in the changing environment the council operates in. Review of the role of a ward councillor with in the new operating model and the opportunities provided by the council's neighbourhood model. To make recommendations on the role of a ward councillor and the supporting member development programme.	<p>Russell O'Keefe Executive head of strategy, people and democracy Ext 2908</p> <p>Bob Cronk Head of local neighbourhood services Ext 2373</p> <p>Nadia Harrington Head of learning and organisation development Ext 2428</p> <p>Andy Emms Democratic services manager Ext 2459</p>	23 Nov			

Allocated Items							
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CABINET 12 DEC	CIL charging schedule KEY DECISION	To recommend / agree to adopt the CIL charging schedule for Norwich	Jerry Massey Deputy chief executive (operations) Ext 2225 Gwyn Jones City growth & development manager Ext 2364	28 Nov	JM		
CABINET 12 DEC	Occupational health / Employee assistance award of contract KEY DECISION	To seek approval for the award of contract for occupational health and employee assistance	Russell O'Keefe Executive head of strategy, people and democracy Ext 2908 Dawn Bradshaw Head of HR Ext 2434	28 Nov	JM		

Allocated Items							
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CABINET 12 DEC	Norwich Economic Strategy 2013-2018 Consultation Draft	Draft Economic Strategy Consultation Document for Cabinet Approval	Ellen Tilney ext: 2501	28 Nov			
CABINET 12 DEC	Bowthorpe – Housing with care, dementia care	To agree to dispose of land for a housing with care and dementia care facility	Jerry Massey Deputy chief executive (operations) Ext 2225 Gwyn Jones City growth & development manager Ext 2364	28 Nov	JM		
SCRUTINY 10 JAN	Overview of the corporate plan	For the scrutiny committee to gain an overview and refresh their knowledge of the corporate plan prior to pre scrutiny of the proposed budget and policy framework in February	Councillor Brenda Arthur Russell O'Keefe Executive head of strategy, people and democracy Ext 2908	24 Dec			
SCRUTINY 10 JAN	Governance schemes for community right to	To focus on the proposed governance arrangements for	Anton Bull Ext 2326	24 Dec			

Allocated Items							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Final Report - To be signed off by CLT member	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Exempt? If yes – which para?
	challenge and assets of community value	both schemes and to consider the possible associated role for scrutiny or the ward member within such schemes	Phil Hyde Head of Law and Governance Ext 2908 Andy Watt Head of city development Ext 2691 David Rogers Strategic Parking Officer Ext 2463				
CABINET 16 JAN	Strategic Tenancy Strategy	To recommend / agree to adopt the Strategic Tenancy Strategy	Jerry Massey Deputy chief executive (operations) Ext 2225 Tracy John Head of housing Ext 2939 Andy Watt	3 Jan			

Allocated Items							
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			Head of city development services Ext 2691				
CABINET 16 JAN	New council tax reduction scheme	Approve Council tax reduction scheme	Councillor Alan Waters Caroline Ryba Chief finance officer (S151 Officer) 01223 699292	3 Jan			
AUDIT 22 JAN							
COUNCIL 29 JAN	CIL charging schedule KEY DECISION	To recommend / agree to adopt the CIL charging schedule for Norwich	Jerry Massey Deputy chief executive (operations) Ext 2225 Gwyn Jones City growth & development	18 Jan	JM		

Allocated Items							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Final Report - To be signed off by CLT member	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Exempt? If yes – which para?
			manager Ext 2364				
COUNCIL 29 JAN	New council tax reduction scheme	Approve Council tax reduction scheme	Councillor Alan Waters Caroline Ryba Chief finance officer (S151 Officer) 01223 699292	18 Jan			
SCRUTINY 7 FEB	Pre scrutiny of the proposed budget and policy framework	To comment on the proposed budget and make suggestions to cabinet regarding the proposed budget's ability to deliver the priorities of the council	Caroline Ryba Chief finance officer (S151 Officer) 01223 699292 Mark Smith Finance Control Manager Ext 2561	25 Jan			

Allocated Items							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Final Report - To be signed off by CLT member	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Exempt? If yes – which para?
CABINET 13 FEB	Quarter 3 performance report	To report progress against the delivery of the corporate plan objectives for quarter 3 of 2012-13	Russell O'Keefe, Executive head of strategy, people and democracy Ext 2908 Phil Shreeve Policy & performance managerExt 2356	30 Jan	RO'K	PH	
BUDGET COUNCIL 19 FEB							
SCRUTINY 21 FEB	Quarter 3 performance report	To report progress against the delivery of the corporate plan objectives for quarter 3 of 2012-13	Russell O'Keefe Executive head of strategy, people and democracy Ext 2908 Phil Shreeve Policy &	8 Feb	RO'K	PH	

Allocated Items							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Final Report - To be signed off by CLT member	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Exempt? If yes – which para?
			performance manager Ext 2356				
SCRUTINY 7 MAR	LGSS and the revenues and benefits service	A year on look at the performance of LGSS and a progress report on the revenues & benefits service. To identify any areas for improvement and to note successes.	Councillor Brenda Arthur Councillor Alan Waters Anton Bull Executive head of business relationship management Ext 2326	22 Feb			
CABINET 13 MAR	Payroll award of contract KEY DECISION	To seek approval the award of contract for payroll services	Russell O'Keefe Executive head of strategy, people and democracy Ext 2908 Dawn Bradshaw Head of HR Ext 2434	27 Feb			
CABINET 13 MAR	Pay policy statement 2013/14	To recommend the councils pay policy statement for	Russell O'Keefe Executive head	27 Feb			

Allocated Items							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Final Report - To be signed off by CLT member	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Exempt? If yes – which para?
	KEY DECISION	2013/14 to Council	of strategy, people and democracy Ext 2908 Dawn Bradshaw Head of HR Ext 2434				
AUDIT 19 MAR							
COUNCIL 26 MAR	Pay policy statement 2013/14 KEY DECISION	To agree the council's pay policy statement for 2013/14	Russell O'Keefe Executive head of strategy, people and democracy Ext 2908 Dawn Bradshaw Head of HR Ext 2434	15 Mar			
SCRUTINY	Housing benefit	It appears that universal credit	Councillor Alan	28 Mar			

Allocated Items							
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11 APRIL	changes	implementation may not occur until after the next election. Therefore this could represent an early opportunity for the scrutiny committee to look at any early results that may emerge from any pilot schemes around the country and consider any implications for Norwich	Waters Caroline Ryba Chief finance officer (S151 Officer) 01223 699292 Anton Bull Executive head of business relationship management Ext 2326				
ANNUAL COUNCIL 21 MAY							
SCRUTINY 30 MAY	Annual scrutiny review	To agree the annual review of the scrutiny committee's work 2012 to 2013 and recommend it for adoption of the council	Councillor Claire Stephenson Steve Goddard Scrutiny officer Ext 2491	17 May			

Allocated Items							
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SCRUTINY 30 MAY	Review of the work programme	To identify the issues facing the work of the council for the civic year and agree the scrutiny committee work programme up to April 2014	Scrutiny committee, corporate leadership team, cabinet and the scrutiny officer	17 May			

Date to be confirmed			
Meeting	Report	Purpose/Comments	Directorate
SCRUTINY	New council tax benefit scheme	Pre – scrutiny of the report on draft proposals, as amended through the consultation.	Councillor Alan Waters Caroline Ryba Chief finance officer (S151 Officer) 01223 699292
CABINET	White Ribbon Status	To ask cabinet to consider seeking white ribbon status for the city	Jerry Massey, Deputy chief executive (operations) Bob Cronk, Head of local neighbourhood services
CABINET	Privately rented housing in Norwich	To provide Cabinet with an update on housing conditions within the privately rented sector in Norwich and to explore a range of options for future action.	Andy Watt Head of city development services Ext 2691