

Norwich City Council
SCRUTINY COMMITTEE

Item No 5

REPORT for meeting to be held on Thursday 19 November

Scrutiny committee work programme 2020-21

Summary:	<p>The purpose of this report is to assist committee members in setting the work programme for the rest of the civic year 2020-21.</p> <p>Members are asked to consider the report and any additional recommendations to update the work programme throughout the civic year.</p>
Conclusions:	<p>It is proposed that any discussion is agreed as a whole committee using 'TOPIC' criteria. This will assist members in achieving the goal of an agreed work programme that is met by consensus.</p> <p>The work programme is a standing item at each committee meeting and can be adjusted as necessary.</p>
Recommendation:	<p>To:</p> <ul style="list-style-type: none">(1) consider the scrutiny committee work programme 2020-21.(2) confirm the topic for scrutiny on 17 December.(3) consider the scrutiny recommendations tracker.(4) to receive a report back from the chair from both Norwich MPs on the short term lets report.
Contact officer:	<p>Emma Webster, scrutiny liaison officer emmawebster@norwich.gov.uk</p>

Report

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.
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 focused effectively.
3. 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.
4. Members will have the opportunity on a monthly basis to revise the work programme if and when required or due to changing events.
5. Along with this report, members have a copy of the scrutiny recommendations tracker for consideration.
6. 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.
7. Members are reminded that any items placed on the work programme should be considered within the council's COVID-19 recovery framework.
8. At the last meeting of the scrutiny committee the topic for the December meeting was agreed as social inclusion following Covid-19. The strategy manager and chair of scrutiny have now had the opportunity to scope this work and the chair will update the committee on those discussions.
9. At scrutiny on 17 September 2020 the chair agreed to send a copy of the select committee report to the two Norwich MP's inviting their comments. The chair will give a verbal update on their response.

Appendix A

Annual work programme planning grid

(updated 9 November 2020)

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 Report back from Short Term Lets select committee Local Enterprise Partnership (LEP)
15 October	Work programme Report back from NHOSC meeting from 8 October Enhancing community development following Covid-19 - Citizen Participation blueprint, Kate Price. Follow-up Local Enterprise Partnership (max 30 mins)
19 November	Work programme Maximising opportunities to achieve zero rough sleeping following Covid-19, Chris Hancock. Follow-up Local Enterprise Partnership
17 December	Work programme Social inclusion following Covid-19 Equality information report Report back from NHOSC meeting from 26 November (Cllr McCartney-Gray) Report back from Community Safety partnership meeting from 24 November (Cllr Giles)
2021	
21 January	Work programme Corporate plan and performance framework To consider the 2021/22 budgets, medium term financial strategy and capital programme, along with capital strategy and treasury management strategy Cllr Kendrick. Hannah Simpson, Shaun Flaxman, Adam Drane
4 February	Work programme Further scrutiny of the budget 2021/22
18 March	Work programme Report back from NHOSC meeting from 4 February and 18 March.

Date of meeting and topic	Recommendations	Outcome
<p>10 June 2020</p> <p>Covid-19 recovery report</p>	<ul style="list-style-type: none"> (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 <i>on whole route approaches</i>, building on the already well-advanced measures already in place' (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. 	<p>Recommendations taken to Cabinet on 10 June 2020; Response:</p> <p>Councillor Waters, leader of the council, thanked the scrutiny committee for its recommendations and said that they would be noted by cabinet and would form part of the thinking around future revisions to the blueprint as it evolved.</p>

	<p>(8) Investigating the use of purchasing powers to undertake a retrofit programme on housing as a key part of driving the economic recovery.</p> <p>(9) Looking at alternative sources of income to carparks in the city.</p> <p>(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.</p>	
<p>16 July 2020</p> <p>Work programme 2020-21</p>	<p>(1) At the September meeting of the scrutiny committee to:</p> <ul style="list-style-type: none"> a) receive a report from the select committee on short term lets; and b) ask the scrutiny liaison officer to approach the LEP to attend the meeting to pick up the work that the committee was due to undertake in March 2020 <p>(2) Ask the scrutiny liaison officer to add the following items to the scrutiny committee work programme</p> <ul style="list-style-type: none"> a) Sustainable and inclusive economy following the impact of Covid-19 b) Enhancing community development following the impact of Covid-19 c) Maximising opportunities to achieve zero rough sleeping following Covid-19 d) The social inclusion agenda following Covid-19 	<p>Items added to the work programme for 2020-21</p>

<p>17 September 2020</p> <p>LEP visit</p>	<p>(1) thank Chris Starkie and Lisa Roberts, of New Anglia Local Enterprise Partnership (LEP), and Councillor Alan Waters for attending the meeting and answering questions on the LEP;</p> <p>(2) ask Lisa Roberts of the LEP to provide responses to questions 10, 12 - 19, 22 and 23 (as set out in the appendix)</p> <p>(3) consider the information received at this meeting, together with the responses to the outstanding questions at the next meeting of the committee, with a view to making recommendations to cabinet;</p> <p>(4) ask members to promote the LEP's Job Support Programme to residents and local businesses.</p>	<p>Done</p> <p>Received</p> <p>On the agenda for 15.10.20</p> <p>Details to be published on e-councillor</p>
<p>17 September 2020</p> <p>Short term lets</p>	<p>(1) thank the members of the short term lets select committee, Councillors Carlo, Giles, McCartney-Gray and Oliver, and the following officers:</p> <p>Emma Webster, scrutiny liaison officer</p> <p>Carole Jowett, revenues and benefits operations manager</p> <p>David Parkin, area development manager (inner)</p> <p>Adam Clark, strategy manager.</p>	<p>Done</p>

	<p>(2) submit the recommendations as set out in the report to cabinet for consideration at its meeting on 14 October;</p> <p>(3) ask the chair to write to both Norwich MPs with a copy of the report to seek their views on the subject;</p> <p>(4) ask the scrutiny liaison officer to draft a full response to the comments made by a member of the public to the scrutiny select committee for sign off by the select committee.</p>	<p>Done</p> <p>Done. Feedback to be given at scrutiny on 19.11.20.</p> <p>In progress.</p>
<p>17 September 2020</p> <p>Work programme</p>	<p>(1) note the inclusion of New Anglia LEP on the work programme for the October meeting;</p> <p>(2) ask the scrutiny liaison officer to email members of the committee to gauge interest in serving on select committees for fly-tipping and antisocial behaviour;</p> <p>(3) ask the scrutiny liaison officer to review the topics voted on at the July meeting and make recommendations to the committee at its next meeting as to which topics to select.</p>	<p>Done.</p> <p>Completed.</p> <p>Completed – on the agenda for 15.10.20.</p>

<p>15 October 2020</p> <p>Work programme</p>	<ul style="list-style-type: none"> (1) ask Councillor McCartney-Gray to take work on safe drug consumption rooms to NHOSC for consideration, (2) not take any select committees forward at this time; and (3) ask the chair to work with the strategy manager to refine the scope for the item on social inclusion following Covid-19 for the December meeting. 	<p>On the agenda for 19.11.20</p>
<p>15 October 2020</p> <p>Norwich City Council response to enhancing community development following Covid-19</p>	<ul style="list-style-type: none"> (1) Ask the neighbourhood and community enabling manger to consider the following recommendations when developing the Citizen Participation Blueprint <ul style="list-style-type: none"> a) To draft a council / councillor / citizen compact with participation and transparency at its heart to improve interactions with residents and influence and shape council culture. b) For ward councillors to have a better understanding of internal council processes in order to identify improvements through an all member briefing and for this information to be made available to residents. c) Make it clear to residents that councillors are a first point of contact within the council and to highlight other contact means such as online forms and the customer contact centre and to investigate barriers to people contacting the council. 	<p>recommendations a, d and e will be included in the citizen participation blueprint and this document will ultimately be considered by cabinet next year.</p> <p>Democratic services to take forward b and c.</p>

	<p>d) Ensure that issues are followed through, by looking at the most effective way of doing so for residents.</p> <p>e) Ensuring that services are delivered to build and maintain trust with residents</p> <p>(2) Ask cabinet to commission a piece of work to refresh the constitution so that it more accurately reflects the collaborative nature of the council, for example, in discussions with councillors to include a rationale on why a project can or cannot be taken forward.</p>	<p>This will be taken to cabinet in December for consideration.</p>
<p>15 October 2020</p> <p>New Anglia Local Enterprise Partnership</p>	<p>Ask members to email the scrutiny liaison officer with any recommendations to be considered at the November meeting of the scrutiny committee.</p>	<p>Received and published in papers for scrutiny on 19.11.20</p>