

SCRUTINY COMMITTEE WORK PROGRAMME 2009/2010 – NORWICH CITY COUNCIL

Pick Analysis for Prioritising Topics

Public interest – Impact - Council performance - Keeping in context

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

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

Date of Meeting	Topic	Organisation/ Officer/ Responsible Portfolio Holder/Member	Impact on The City & Community	*Links with the Forward Agenda & the Corporate Plan	Objectives and Desired Outcomes	Methods and venue	Timescale
12/02/09	Financial Inclusion, Debt Advisory Services and Credit Unions	Cllr Waters The Director of Regeneration & Development, the Head of Economic Development & the Head of Community Services	Strengthening of money advice services and expansion of Credit Unions	Opportunities for all	Initial briefing post South Norfolk Council meeting - NB SNC Scrutiny is considering problem debt issues. If deemed appropriate, possible joint work or panel	Initial discussion at committee – Report of the Scrutiny Officer	To be determined at meeting (see report)
12/02/09	Proposal to Close Earlham High School and turn it into an Academy	County Cllr Monbiot, Lisa Christensen - Director of Children's Services, Dave Brunton Head, Nick Francis - Chair of Gvnors	Aiming for Excellence, community access & Helping the City Reach Its Full Potential & Improving Services	Opportunities for all	Work with the Executive in forming a response to the County Council's Consultation	Interviewing reps of the County Council, Sponsors and from the School	One meeting

Date of Meeting	Topic	Organisation/ Officer/ Responsible Portfolio Holder	Impact on City & Community	Links with the Executive's Forward Agenda & the Corporate Plan	Objectives and Desired Outcomes	Methods and venue	Timescale
12/02/09	Quarterly Performance Data	Cllrs Morpew and Waters CMT & Policy & Performance Manager	Helping the City Reach Its Full Potential & Improving Services	All 3 Headline Priorities	Identification of any causes for concern and note successes	At Committee	Quarterly review
12/02/08	Pre Budget Scrutiny	Cllr Waters, Cllr Morpew Head of Fin Servs and Deputy CE	Plans and strategies that are deliverable and beneficial for the City	All 3 Headline Priorities	That the Draft Budget is consistent with strategies, priorities and spending plans	Pre – Scrutiny at Committee	Annually
12/03/09	Equality Strategy- Level 2	Cllr Waters Director of Transformation	Aiming for Excellence	All 3 Headline Priorities	Consideration of the final draft document and to make any further suggestions to Executive	Pre – Scrutiny at Committee and follow up to initial consideration at Dec 08 Mtg	One meeting
12/03/09	Castle Gardens	Cllr Blakeway and Cllr Bremner Director of Regeneration & Development Head of Community Services	Safe, active & secure City	All 3 Headline Priorities	Follow up of the work that has been carried out towards mitigating issues around ASB in the Castle Gardens	At Committee and a site visit to talk to users of the Gardens	Second of two meetings

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12/03/09	Annual Partnership Review	Cllr Morpew, and the Partnerships Manager	Helping the City Reach Its Full Potential & Improving Services	All 3 Headline Priorities	Pre – scrutiny of the Annual Review and opportunity to look into and comment on the effectiveness of partnerships	At Committee	Yearly Review
09/04/09	Safer Norwich Partnership Six Monthly Performance Data (provisional)	Cllr Bremner Director of Regeneration & Development Head of Community Services	Safe, active & secure City	Safe and Healthy Neighbourhoods	Compliance with the Police & Justice Act –statutory role for scrutiny - Is the SNP achieving its commitments in its Partnership Plan?	At Committee	Every Six Months
09/04/09	Housing Rent Arrears (Six Monthly Update)	Head of landlord Services Cllrs Arthur and Waters	Helping the City Reach Its Full Potential & Improving Services	All 3 Headline Priorities	Update on the work undertaken re: payment methods and hard to reach groups at risk of falling into arrears.	At Committee – follow up of discussion at 13 Nov 2008 meeting (see minute 3)	Every Six Months
09/04/09	Choice Based lettings – Experience of unsuccessful applicants	Head of landlord Services and Cllr Arthur	Helping the City Reach Its Full Potential & Improving Services	All 3 Headline Priorities	Update on action outcome of meeting of 13/11/08 (see minute 4)	At Committee	One meeting

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21/05/09	Innovative Delivery of Council Services	Cllr Brociek-Coulton and Strategic Director – Corporate Resources & The Head of Customer Contact	Service improvement/ development	Aiming for Excellence	Initial briefing towards consideration of ways by which Council Services could be delivered remotely via a variety of viable means.	At Committee	To be determined after this initial briefing
21/05/09	Quarterly Performance Data	Cllrs Morpew and Waters CMT & Policy & Performance Manager	Helping the City Reach Its Full Potential & Improving Services	All 3 Headline Priorities	Identification of any causes for concern and note successes	At Committee	Quarterly review
11/06/09	Future Burial Provision for Norwich	Cllrs Bremner and Brociek-Coulton The Head of Legal & Democratic Services and the Regulatory Services Manager	For communities to access services provided by the Council	Opportunities for all & Service Plan Priority	Identification of options for meeting future needs to recommend to the Executive.	To be agreed at Committee	To be determined by Committee

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10/09/09	Bus Services Performance Monitoring	Cllr Morrey The Head of Transportation & Landscape Cllr Gunson Nfk CC and Head of Passenger Transport Nfk CC	Helping the City Reach Its Full Potential & Improving Services	All 3 Headline Priorities	Identification of any causes for concern and note successes and to make recommendations accordingly	At Committee	Yearly review of Performance
08/10/09	Heartsease Academy – follow up	Cllr Monbiot Nfk CC Deputy Director – Early Yrs, Schools & Community Nfk CC and the Academy Head	Helping the City Reach Its Full Potential & Improving Services/ working with local businesses, colleges, schools & Universities	Opportunities for all	Identification of any causes for concern and note successes and to make recommendations accordingly	At Committee	One meeting
14/01/10	City Wide Parking Permits & Blue Badge Provision	Cllr Morrey The Head of Transportation & Landscape	Helping the City Reach Its Full Potential & Improving Services	All 3 Headline Priorities	Scoping of possible review	Invite Officers to help inform and scope possible T&F Group	To be determined by Committee (see over)

14/01/10	Community Engagement Strategy – Monitoring of Progress	Cllr Blakeway, The Director of Regeneration and Development & the Head of Community Services	Neighbourhoods where people feel safe & streets are clean/maintained. Quality hsg & amenities & active communities	Safe & Healthy Neighbourhoods	Identification of any causes for concern and note successes. And Evaluation of the Strategy's impact	At Committee	Review one year on from initial Scrutiny
Item on all Scrutiny agendas	Scrutiny Committee Work Programme	Cllr Stephenson & Scrutiny Officer	Helping the City Reach Its Full Potential & Improving Services	All 3 Headline Priorities	Keep the programme of topics for Scrutiny under review	At Committee	on going each month

NOTE: Possible future work for Scrutiny once action plan agreed by Group Leaders re those issues that can be addressed at this stage out of the Greyhound Opening Investigation.

Executive Forward Agenda

Allocated Items							
Meeting	Report	Purpose	Director Approved	Rec'd	Management Clearance • CMT • Capital Man Board • DMY • PiMB • Growth Board	Informal Executive Briefing (IE) or Portfolio Holder (PH)	Final Approval
EXEC 18 Feb 09	LEGI Update and 2009/2010 Commissioning Strategy	Progress Report	Regeneration and Development – Chris Popplewell			IE 21 Jan 09	
EXEC 18 Feb 09	Housing Rents: Legislation and Financial Issues	To set rents	Regeneration & Development – Jerry Massey			IE 11 Feb/09	
EXEC 18 Feb/09	Contract Renewal EXEMPT REPORT		Regeneration & Development – Jerry Massey			PH	
EXEC 18 Feb	Budget & Policy Framework & Service Plans	To set out Budget & Policy Framework	CEO			PH	

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EXEC 18 Feb	Budget 2009/10 General Fund	To recommend to Council setting of budgetary requirement level of Council Tax	Hd of Finance			PH	
EXEC 18 Feb	Capital Strategy	Recommend updated Capital Strategy to Council	Hd of Finance			PH	
EXEC 18 Feb	Non Housing Capital Plan 2009-2013 & Non Hsg Capital Prog	To review Non Capital Plan & Non Hsg Capital Prog	Hd of Finance			PH	
EXEC 18 Feb	HRA Account 2009/10	HRA budgets for 2009/10	Hd of Finance			PH	
EXEC 18 Feb	Earlham High School – Academy Consultation	To approve consultation	Dir of Transformation – Paul Spencer		CMT 28/01/09	PH by email	
EXEC 18 Feb	Housing Capital Programme	To review Hsg Capital Programme	Hd of Finance			PH	

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EXEC 18 Feb	Quarter 3 2008/09 Performance Monitoring	To provide monitoring information on performance	Director of Transformation		CMT 28/01/09	PH 15/01/09	
EXEC 18 Feb	Financial Management	To update the Executive on the actions taken to improve the Council's financial management and the results of these	Dir of Corporate Resources - DCEO			PH	
EXEC 18 Feb <i>Moved from 7 Jan, 21 Jan, 4 Feb</i>	Revenue Budget Monitoring 2008/09	To update members on budget monitoring position 10 30 November 2008	Hd of Finance			PH	
EXEC 4 March <i>Moved from</i>	Draft Implementation Plan for Local Authority Carbon Management	To agree the draft LACM	Dir of Transformation		CMT 11/02/09	PH 9/02/09	

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<i>18 Feb</i>							
EXEC 4 March	GNDP – Programme of Development	To agree the allocation of funding for 09/10 and 10/11 secured from CLG under the Growth Points Programme	Regen and Devpt- Gwyn Jones			PH	
EXEC 4 March	Policy for Decommissioning	To ask Executive to agree the policy for decommissioning	Regeneration & Development – Jerry Massey			PH	
EXEC 18 March	Equalities Standard – Draft Level 2 Assessment	To approve the draft level 2 assessment.	Dir of Transformation		CMT 25/02/09	PH 19/02/09	
EXEC 18 March Moved from 21 Jan, 4 March	Potential Redevelopment South of City EXEMPT REPORT	To inform members of the conditions of properties	Regen and Devpt – Jerry Massey			IE 17 Dec	
EXEC 18 MARCH	CityCare Contract EXEMPT REPORT	To determine the contract packaging and include recommendations to Executive	Anton Bull, Head of Procurement				

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		arising from Contracts WP meetings on 5 & 27 February.					
EXEC 8 April <i>moved from 21 Jan 18 Feb 4 March</i>	GNDP Economic Strategy	To sign off the strategy	Regeneration & Development – Chris Popplewell			PH	
EXEC 8 April	Annual Review of Partnerships	To approve review	Dir of Transformation – Rachel Metson			PH	
EXEC 22 April Moved from 4 March	Community Engagement Strategy Key Decision	To approve the Community Engagement Strategy	Neighbourhood Development – Bob Cronk			PH Informal Exec – 1 April 2008	
EXEC 22 April							

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Meeting	Report	Purpose	Director Approved	Rec'd	Management Clearance • CMT • Capital Man Board • DMY • PiMB • Growth Board	Informal Executive Briefing (IE) or Portfolio Holder (PH)	Final Approval
EXEC 27 May	Quarter 4 2008/09 Performance Monitoring	To provide monitoring information on performance	Director of Transformation		CMT 6/05/09	PH 27/05/09	

Unallocated Items			
Meeting	Report	Purpose/Comments	Directorate
EXEC	Decent Work Day (from a motion-30 Sept)	To ask Executive to put plans and time into	Corporate Resources – Glenda Bennett
EXEC	Local Advice Services (from a motion-30 Sept)	To ask Executive to review support	Corporate Resources – Nikki Rotsos
EXEC	Transition Towns (from a motion-30 Sept)	Recommendations to be made to Executive by Climate Change Panel	Climate Change Panel/ Richard Willson-Environmental Strategy Manager
EXEC	Social Housing Motion (from a motion-25 Nov)	To ask Executive to action	Regeneration and Development – Alison Spalding

Executive Forward Agenda

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EXEC	Sustainable Communities Motion (from a motion-25 Nov)	To ask Executive to prepare proposals - Required by 31 July 09	Regeneration and Development – Bob Cronk
EXEC	Pre-Payment Meters (from motion-25 Nov)	To welcome the Executive's intention to respond to Ofgem's current consultation and strongly voices this council's opposition to the additional charges levied on prepay customers; And ask the Executive to look into the options offered by the energy provider Ebico, and other non profit energy suppliers."	Regeneration and Development –
EXEC	Housing Communal Bins		Neighbourhood Development-Chris Rayner
EXEC	Affordable Housing SPD	To consider response to consultation and adopt the SPD	Regeneration & Development - LDF Working Party- Mike Burrell
EXEC	Regeneration Framework	Seeking approval to produce regeneration framework as basis for co-ordinating regeneration activity across the Council	Regeneration & Development Anne Bonsor
EXEC	Mary Chapman Court	Options relating to the redevelopment of Mary Chapman Court	Neighbourhood Development -
EXEC	Review of Garage Stock	To inform members of the garage stock review	Neighbourhood Development

Executive Forward Agenda

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EXEC	Wild Road	Options for Wild Road	Neighbourhood Development
EXEC	Medium Term Financial Strategy	To approve the MTFS	Head of Finance Executive
EXEC	Business Plan		Neigh Develop
EXEC	Hsg Improvement		Neigh Develop
EXEC	Community Justice Panel		Neigh Develop Bob Cronk
EXEC	Single Status		Deputy CEO
EXEC & SCRUT Mar?	Staff Survey		Deputy CEO
Exec	Earlham Marsh Local Nature Reserve	To request that Members consider the declaration of Earlham Marsh as a Local Nature Reserve under section 21 of the National Parks and Access to the Countryside Act 1949	Comm & Neigh Bob Cronk