

Norwich City Council
SCRUTINY COMMITTEE

Item No 5

REPORT for meeting to be held on Thursday 18 July 2019

Scrutiny committee work programme 2019-20

- Summary:** The purpose of this report is to assist committee members in setting the work programme for the rest of the civic year 2019-20.
- Conclusions:** The programme is a standing item at each committee meeting and can be adjusted as necessary.
- Recommendation:** To consider:
- (1) the scrutiny committee work programme 2019-20
 - (2) the appointment of members to various select committees as agreed at the last meeting; and
 - (3) the addition of the new Carbon Management Programme as a potential scrutiny topic, see 1.7 below
- Contact Officers:** Emma Webster, scrutiny liaison officer
preferred contact by e-mail
emmawebster@norwich.gov.uk

Report

- 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 focused effectively.

Scope for scheduling items to the work programme

- 1.3 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.
- 1.4 Although the future work of the committee has been set up to March 2020, members will have the opportunity on a monthly basis to revise the programme if and when required or due to changing events.
- 1.5 Along with this report, members have a copy of the cabinet forward agenda for consideration.
- 1.6 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.
- 1.7 During the process of informing officers which items have been agreed and when for the work programme 2019-20 it has come to the scrutiny liaison officers attention that the Council's environmental strategy team are developing a new Carbon Management Programme which would be available for scrutiny to review in December 2019.
- 1.8 Scrutiny members agreed to form of select committees covering the following topics and members should now be appointed with an agreed date to report back to the scrutiny committee:
 - Universal basic income
 - Anti-social behavior including fly tipping and city council processes
 - The growth of short term letting of homes in Norwich with input from the Independent Hoteliers Group (28 June 2018)

- 1.9 Scrutiny members may be interested to know that the Centre for Public Scrutiny (CfPS) have recently published the Good Scrutiny Guide. This guide complements the Government's statutory scrutiny guidance (published May 2019). CfPS will cover the main headlines of the Good Scrutiny Guide in their training which is being delivered at City Hall from noon on Thursday 18 July.

2. Annual work programme planning grid

Date of meeting	Item
Thursday at 16.30	
2019	
20 June	Work programme Norwich economic strategy
18 July	Work programme Transforming cities fund
19 September	Work programme Practical steps to improve air quality in Norwich and climate change update Report back from NHOSC meeting from 30 May and 25 July
17 October	Work programme Keep substantive item unallocated at present Report back from NHOSC meeting from 5 September
14 November	Work programme Young people and wellbeing, meeting to be held offsite Report back from NHOSC meeting from 10 October
12 December	Work programme Report back from NHOSC meeting from 28 November New Anglia Local Enterprise Partnership (LEP) Corporate plan and performance framework Equality information report
2020	
16 January	Work programme Climate mitigation and the Environmental Strategy
12 February	Work programme Pre-scrutiny of the budget 2020/21 Report back from NHOSC meeting from 23 January
19 March	Work programme Universal Basic Income select committee report. <i>All member briefing to be convened in advance of this.</i> Annual report of scrutiny Annual review of the scrutiny committee

Unallocated;

Report back from the select committees for;

- Anti-social behaviour including fly tipping and city council processes.
- The growth of short term lettings of homes in Norwich with input from the Independent Hoteliers Group.
- Reports from the Norfolk Countywide Community Safety Partnership Scrutiny sub panel to be added when dates of the meeting are known.

FORWARD AGENDA: CABINET and COUNCIL MEETINGS 2019 - 2020

ALLOCATED ITEMS						
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Exempt?
CABINET 10 JULY 2019	The award of contract for bus lane enforcement – KEY DECISION	To seek approval to award a contract for bus lane enforcement	Cllr Stonard Dave Moorcroft Jo Day		Dave Moorcroft	NO
CABINET 10 JULY 2019	HECA (Home Energy Conservation Act) report 2019 - 2021	To report on the energy efficiency work of Norwich City Council over the past two years, and our planned work for the next two years	Cllr Davies Richard Willson Rachel Sowerby		Dave Moorcroft	NO
CABINET 10 JULY 2019	Managing Assets (Housing) – KEY DECISION	To consider the disposal of the land and property assets mentioned in this report.	Cllr Harris Bob Cronk Carol Marney		Bob Cronk	YES (para 3)
CABINET 10 JULY 2019	Q4 Corporate Performance report 2018/19	To report progress against the delivery of the corporate plan priorities and key performance measures for Q4 2018/19	Adam Clark Josh Aldred			NO
CABINET 10 JULY 2019	New Corporate Performance measures and targets for 2019/20 onwards as part of the new Corporate Plan 2019-22	To report the new performance framework measures and their targets for the new Corporate Plan 2019-22	Adam Clark Josh Aldred			NO
CABINET	Recommendations of	To consider recommendations of the				NO

ALLOCATED ITEMS						
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Exempt?
10 JULY 2019	the scrutiny committee	scrutiny committee				
CABINET 10 JULY 2019	Housing development of Rayne Park sections 3 and 4 – KEY DECISION	To recommend to Council to approve a loan and equity investment into Norwich Regeneration Limited for housing development at Rayne Park (sections 3 and 4).	Cllr Stonard David Moorcroft Karen Watling		David Moorcroft Karen Watling	NO
CABINET 10 JULY 2019	Housing development of Rayne Park sections 3 and 4 – Business case	For Cabinet to recommend to Council to approve the Business Case for further housing development at Rayne Park by Norwich Regeneration Limited	Cllr Stonard David Moorcroft Karen Watling		David Moorcroft Karen Watling	YES (para 3)
CABINET 10 JULY 2019	Proposed disposal of long term investment – KEY DECISION	To consider an offer for the Council's equity (shares) in Norwich Airport Ltd	Cllr Kendrick Karen Watling		Karen Watling	Yes (para3)
COUNCIL 23 JULY 2019	Annual report of the scrutiny committee	To note the annual report of the scrutiny committee	Cllr Wright Emma Webster			No
COUNCIL 23 JULY 2019						

ALLOCATED ITEMS						
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Exempt?
CABINET 11 SEPT 2019	Treasury Management full year review 2018/19	To consider and recommend to council the treasury management full year review 2018/19	Cllr Kendrick Karen Watling Miriam Adams		Karen Watling	NO
CABINET 11 SEPT 2019	Transforming cities progress update	To inform members of the progress of the work to develop a package of measures to be funded by Transforming Cities and update members on the new governance arrangements for highway schemes that are delivered under the Transport for Norwich banner, including those that are funded by Transforming Cities.	Cllr Stonard David Moorcroft Joanne Deverick		Dave Moorcroft	No
CABINET 11 SEPT 2019	Organisational development review	To report on the review	Cllr Waters Laura McGillivray		Laura McGillivray	YES (para 4)
CABINET 11 SEPT 2019	Charter for Cleaner Air	To consider signing Oxford City Council's Charter for Cleaner Air	Cllr Maguire Andy Watt		Dave Moorcroft	NO
CABINET 11 SEPT 2019	Request to provide a working capital loan to the Norwich Historic Churches Trust – KEY DECISION	To consider a short term loan to the Norwich Historic Churches Trust to provide working capital to finance restoration works pending payment of a grant	Paul Kendrick Karen Watling Andy Watt		Karen Watling	Yes (Para 3)
CABINET	Norwich Airport	To report back on revisions to the draft	Cllr Stonard		Dave	NO

ALLOCATED ITEMS						
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Exempt?
11 SEPT 2019	Masterplan – KEY DECISION	masterplan and to seek approval of the final masterplan document.	Graham Nelson Judith Davison		Moorcroft	
COUNCIL 24 SEPT 2019						
COUNCIL 24 SEPT 2019	Treasury Management full year review 2018/19	To consider the treasury management full year review 2018/19	Cllr Kendrick Karen Watling Miriam Adams		Karen Watling	NO
CABINET 9 OCT 2019						
CABINET 13 NOV 2019						
COUNCIL 26 NOV 2019						
CABINET 11 DEC 2019						

ALLOCATED ITEMS						
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Exempt?
CABINET 15 JAN 2020	Treasury Management mid year review 2019/20	To consider and recommend to council the treasury management mid year review 2019/20	Cllr Kendrick Karen Watling Miriam Adams		Karen Watling	NO
COUNCIL 28 JAN DEC 2020						
COUNCIL 28 JAN DEC 2020	Treasury Management mid year review 2019/20	To consider the treasury management mid year review 2019/20	Cllr Kendrick Karen Watling Miriam Adams		Karen Watling	NO