



Scrutiny committee

Date: Thursday, 14 July 2022

Time: 16:30

Venue: Mancroft room, City Hall, St Peters Street, Norwich, NR2 1NH

All group pre-meeting briefing – 16:00 Council Chamber

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 actual meeting. The public will not be given access to the Council Chamber before 16:30.

Committee members:

Councillors:

Wright (Chair)
Brociek-Coulton (Vice chair)
Carlo
Driver
Fulton-McAlister (M)
Galvin
Huntley
Osborn
Padda
Stutely
Thomas (Va)
Thomas (Vi)
Young

For further information please contact:

Committee officer: Lucy Palmer
t: (01603) 989515
e: lucypalmer@norwich.gov.uk

Democratic services
City Hall
Norwich
NR2 1NH

www.norwich.gov.uk

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For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website



If you would like this agenda in an alternative format, such as a larger or smaller font, audio or Braille, or in a different language, please contact the committee officer above.

Agenda

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1 Apologies

To receive apologies for absence

2 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)

3 Minutes of scrutiny committee 9 June 2022

5 - 8

Purpose - To approve the accuracy of the minutes of the meeting held on 09 June 2022.

4 Report from the Norfolk Countywide Community Safety Partnership Scrutiny Sub Panel

To receive an oral report from the council's representative on Norfolk Countywide Community Partnership Scrutiny Sup Panel meeting on 9 June 2022.

5 Report from the Norfolk Health and Overview and Scrutiny Committee

To receive an oral report from the council's representative on the Norfolk Health Overview and Scrutiny Committee meeting held on 14 July 2022.

6 Scrutiny Committee work programme 2022-23

9 - 14

Purpose - To assist scrutiny committee members to review the scrutiny committee work programme 2022-23.

7 Report from the Communal bins and fly-tipping Task and Finish Group (Report to follow)

Purpose - To consider the outcomes of communal bins and fly-tipping Task and Finish Group.

Date of publication: **Wednesday, 06 July 2022**



Scrutiny Committee

16:30 to 17:35

9 June 2022

Present: Councillors Wright (chair), Brociek-Coulton, Carlo, Galvin, Huntley, Osborn, Padda, Sands (M) (substitute for Driver), Sands (S) (substitute for Fulton-McAlister (M)), Stutely, Thomas (Va), Thomas (Vi) and Young

Apologies: Councillors Driver and Fulton-McAlister (M)

1. Declarations of interest

There were no declarations of interest.

2. Appointment of the vice chair

RESOLVED, to appoint Councillor Brociek-Coulton as vice chair for the ensuing civic year.

3. Minutes

RESOLVED, to approve the accuracy of the minutes of the meeting held on 31 March 2022

4. Report from the Norfolk Health Overview and Scrutiny Committee

A written update from Councillor Giles had been circulated to members and members were asked to email Councillor Giles directly with any comments or questions.

RESOLVED to note the update of the council's representative on the Norfolk Health Overview and Scrutiny Committee.

5. Appointment of the member and substitute member of the Norfolk Health Overview and Scrutiny Committee (NHOSC)

RESOLVED to appoint Councillor Brociek-Coulton as the council's representative and Councillor Stutely as substitute to the Norfolk Health Overview and Scrutiny Committee.

6. Appointment of the member and substitute member of the Norfolk Countywide Community Safety Partnership Sub Panel

RESOLVED to appoint Councillor Vivien Thomas as the representative and Councillor Stutely as the substitute to the Norfolk Countywide Community Safety Partnership Sub Panel.

7. Terms of reference for scrutiny select committees

The chair presented the report. Members discussed the need for clear guidelines and expectations on who would be responsible for drafting reports and how information could be gathered by any select committee.

The monitoring officer suggested the following amendments:-

To amend point e) under “expectations on the Chair of the group” to read “Presenting reports of the group, including progress reports to the appointing committee”

To add the following under “Methodology and timeframes”: “Expectations with regards to written reports, including how it should be produced”.

To add the following under “Methodology and timeframes”: “What information will be required to provide an evidence base for the group and how this will be sourced”.

RESOLVED to:

- 1) Amend the terms of reference for scrutiny select committees as suggested by the Monitoring Officer; and
- 2) adopt the amended terms of reference for scrutiny select committees.

8. Scrutiny work programme 2022-23

The chair presented the report and highlighted that the informal workshop, held on 26 May, had been successful in shaping a draft work programme. The work programme was a standing item on the scrutiny committee agenda, so changes to the work programme could be made throughout the year.

Members discussed the October meeting in particular with regard to the topic of County Lines. Members commented that in their view County Lines should be the priority. A member commented that County Lines and Anti-social behaviour were intimately linked. The executive director of community services highlighted that a community safety strategy was being drafted which would take a holistic look at the way in which residents’ safety would be impacted. She added that it would be helpful for the committee to pre-scrutinise this strategy. Members discussed that the work on County Lines would need to be fully scoped.

Members discussed the topic of welcoming refugees with a view to considering this earlier in the civic year. It was agreed that the piece of work would need to be fully scoped before the September meeting of the committee at which members would decide whether a select committee would be the most appropriate mechanism for this topic.

RESOLVED to:-

- 1) Agree the work programme with the focus of the October meeting to be County Lines
- 2) To ask the committee officer to invite the appropriate members of the Norfolk Constabulary or the Police and Crime Commissioner to the October meeting on County Lines; and
- 3) Ask members to bring a full scope on the Welcoming Refugees topic to the September meeting to agree the way forward for this topic.

CHAIR



Committee Name: Scrutiny

Committee Date: 14/07/2022

Report Title: Scrutiny Committee Work Programme 2022-23

Portfolio: Councillor Kendrick, cabinet member for resources

Report from: Executive director of community services

Wards: All Wards

OPEN PUBLIC ITEM

Purpose

To assist scrutiny committee members to review the scrutiny committee work programme 2022-23.

Recommendation:

It is recommended that members note the scrutiny committee work programme 2022-23

Policy Framework

The Council has five corporate priorities, which are:

- People live independently and well in a diverse and safe city.
- Norwich is a sustainable and healthy city.
- Norwich has the infrastructure and housing it needs to be a successful city.
- The city has an inclusive economy in which residents have equal opportunity to flourish.
- Norwich City Council is in good shape to serve the city.

This report meets the Norwich City Council is in good shape to serve the city corporate priority

Report Details

Developing a work programme for the scrutiny committee

1. Members had an informal work programme setting workshop on 26 May 2022, the work programme was then reviewed and ratified at the committee meeting on 9 June 2022. The agreed work programme is attached at appendix A.
2. Scrutiny committee members are asked to send their full scope for the “Welcoming refugees into Norwich and overcoming obstacles to their smooth integration” topic by the end of the day on 19 August 2022 so that this can be agreed at the September meeting with the view that a select committee could be agreed if required.

Recurring items

3. There are certain items that occur throughout the civic year that are programmed in. These are the scrutiny committee work programme (each meeting), Equality Information Report (December), pre-scrutiny of the proposed budget (February) and the annual review of the scrutiny committee (March).
4. Updates are received from the council’s representative on the Norfolk Health and Overview Scrutiny Committee (NHOSC) and the council’s representative on the Norfolk Countywide Community Safety Partnership Scrutiny Sub Panel (NCCSPSSP).

Scope for scheduling items onto the work programme

5. It has been previously agreed that 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 make fair and evidence based recommendations. Ideally one substantive item per meeting would be the aim.
6. Members are able to revise the work programme on a month basis if and when required due to changing events. This is done through the work programme standing item at each meeting. Members therefore may wish to consider keeping some space on the work programme to facilitate this.

Consultation

7. Members of the scrutiny committee were consulted and agreed the attached work programme at the meeting on 9 June 2022. Members of the public are encouraged to submit topics for scrutiny via a form on the council’s website. The portfolio holder will be briefed as part of the regular portfolio holder briefings.

Implications

Financial and Resources

Any decision to reduce or increase resources or alternatively increase income must be made within the context of the council’s stated priorities, as set out in its

Corporate Plan and Budget.

8. Any impact on resources resulting from this report will be accommodated within existing budgets or the relevant approvals will be sought if additional budget is required.

Legal

9. No specific legal implications of this report.

Statutory Considerations

Consideration	Details of any implications and proposed measures to address:
Equality and Diversity	None
Health, Social and Economic Impact	None
Crime and Disorder	None
Children and Adults Safeguarding	None
Environmental Impact	None

Risk Management

Risk	Consequence	Controls Required
None		

Other Options Considered

10. There have been no other options considered for this report.

Reasons for the decision/recommendation

11. This is a standing item on the scrutiny committee agenda to allow members to review the scrutiny committee work programme.

Background papers: None

Appendices: Appendix A – Scrutiny Committee Work Programme

Contact Officer:

Name: Lucy Palmer

Telephone number: 01603 989515

Email address: lucypalmer@norwich.gov.uk

Date of meeting	Item
Thursday at 4.30	
2022	
9 June	Work programme Appointment of scrutiny committee Vice-Chair Appointment to external committees Norfolk Health Overview and Scrutiny Committee (NHOSC) report from meeting held on 12 May Draft terms of Reference for select committees
30 June	Scrutiny training – online, using Zoom
14 July	Work programme Verbal update on NHOSC meeting held 14 July am Update from the Norfolk Countywide Community Safety Partnership Scrutiny Sub Panel (NCCSPSSP) meeting held on 09 June Communal bins and Fly-tipping
15 September	Work programme Update on NHOSC meeting held on 8 September Debt advice and support and debt recovery
13 October	Work programme Update from the NCCSPSSP meeting held on 22 September County Lines drug dealing, drug addiction and vulnerable women and girls
10 November	Work programme Verbal update on NHOSC meeting held 10 November am Financing for renewable energy/energy efficiency
8 December	Work programme Equality information report Norwich City Services Limited and Norwich Regeneration Ltd business plans Verbal update from the NCCSPSSP meeting held on 8 December am.
2023	
19 January	Work programme Verbal update on NHOSC meeting held 19 January am. Corporate Plan Refresh
2 February	Work programme Pre-scrutiny of the Council's budget 2023-24

16 March	Work programme Annual review of scrutiny committee Verbal update on NHOSC meeting held 14 July am. Welcoming refugees into Norwich and overcoming obstacles to their smooth integration
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