

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE OFFICER, CABINET PORTFOLIO COUNCILLOR or ORGANISATION	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
6 July 2015	<b>Quarter 4 performance monitoring (14/15)</b>	Cllr Alan Waters, Russell O'Keefe and Phil Shreeve	Identification of any causes for concern and note successes arising from this 6 monthly review of performance monitoring data
6 July 2015	<b>Establishing a local housing company</b>	Cllr Bert Bremner and David Moorcroft	Pre-scrutiny of the report going to cabinet that outlines arrangements for the council towards establishing a local housing company to allow the council to take forward housing development in Norwich.
6 July 2015	<b>Update from May meeting of the Norfolk county health overview and scrutiny committee</b>	Steve Goddard	For the committee to note the work of NHOSC and comment on any implications for Norwich residents for the rep to take back to the next NHOSC meeting.
16 July 2015	<b>Update of the rep for the Norfolk county health overview and scrutiny committee</b>	Cllr Sandra Bogelein	A brief Oral update of the meeting of NHOSC that was held earlier in the day at county hall.  (A written update will be available at the September meeting along with the September update)
16 July 2015	<b>Overview of DWP sanctions</b>	Phil Shreeve	To look at how the council can work with partners to help those who may be affected with a particular focus on young people and the homeless.

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16 July 2015	<b>Benefits processing times</b>	Anton Bull, LGSS and Cllr Alan Waters	To address the performance levels towards improving the average processing time for new housing benefit and council tax reduction scheme claims.
17 September 2015	<b>Update of the rep for the Norfolk county health overview and scrutiny committee (July &amp; Sept report)</b>	Cllr rep and Steve Goddard	For the committee to note the work of NHOSC and comment on any implications for Norwich residents for the rep to take back to the next meeting of NHOSC
17 September 2015	<b>Looking at the co-operative agenda in local government</b>	Cllr Alan Waters, Russell O'Keefe and Phil Shreeve	Looking at co-operative innovations and solutions and suggestions for how Norwich might benefit. (Subject to final agreement over scope)
15 October 2015	<b>Assessment of the corporate plan against the programme of the new government</b>	Cllr Alan Waters, Russell O'Keefe and Phil Shreeve	To gain an overview of the new governments programme and any implications this may have for the council's corporate plan
15 October 2015	<b>Transformation programme for the Council</b>	Cllr Alan Waters and Russell O'Keefe	For the scrutiny committee to comment on and make suggestions towards the development of the council's programme for transformation

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12 November 2015	<b>Quarter 2 performance monitoring (15/16)</b>	Cllr Alan waters, Russell O'Keefe and Phil Shreeve	Identification of any causes for concern and note successes arising from this 6 monthly review of performance monitoring data
12 November 2015	<b>Review of community space - update on progress</b>	Cllr Keith Driver, Russell O'Keefe and Bob Cronk	A report back to the scrutiny committee on how work has progressed since the task and finish group.
12 November 2015	<b>Update of the rep for the Norfolk county health overview and scrutiny committee (Oct report)</b>	Councillor rep and Steve Goddard	For the committee to note the work of the HOSC and comment on any implications for Norwich residents for the residents for the rep to take back to NHOSC
12 November 2015	<b>Update on the delivery of the work plan for the building social inclusion and capital in Norwich project</b>	Cllr Keith Driver and Russell O'Keefe	For the committee to receive and note a briefing paper as an update on progress at this early stage in the work.
17 December 2015	<b>Transformation programme for the Council</b>	Cllr Alan Waters and Russell O'Keefe	Ongoing scrutiny to consider the development of the transformation programme.
17 December 2015	<b>Annual equality information report</b>	Cllr Vaughan Thomas and Phil Shreeve	Pre scrutiny of the report before it goes to cabinet

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17 December 2015	<b>Update of the rep for the Norfolk county health overview and scrutiny committee (Dec report)</b>	Councillor rep and Steve Goddard	For the committee to note the work of the NHOSC and comment on any implications for Norwich residents for the rep to take back to NHOSC
28 January 2016	<b>Pre-scrutiny of the proposed policy and budget frame work</b>	Cllr Alan Waters, Russell O'Keefe and Justine Hartley	To make suggestions to cabinet regarding the proposed budget's ability to deliver the council's overarching policy and look into how tenants can use communal areas
28 January 2016	<b>(Environmental strategy) Yearly update on the progress statement</b>	Cllr Bert Bremner, Richard Willson and David Moorcroft	Identification of any issues to consider and note successes and progress reported in the progress statement
25 February 2016	<b>Verge and pavement issues</b>	Cllr Bert Bremner, David Moorcroft and Andy Ellis	Pre- scrutiny of the cabinet report on a review of verge and pavement issues
25 February 2016	<b>Update of the rep for the Norfolk county health overview and scrutiny committee</b>	Councillor rep	For the committee to note the work of the NHOSC and comment on any implications for Norwich residents for the rep to take back to NHOSC

17 March 2016	<b>Annual review of scrutiny</b>	Cllr James Wright and Steve Goddard	To agree the annual review of the scrutiny committee's work 2015 to 2016 and recommend it for adoption of the council
17 March 2016	<b>Push the Pedalways</b>	Andy Watt	
TBC	<b>Academies</b>		(Subject to final agreement over scope)

# FORWARD AGENDA: CABINET, COUNCIL, SCRUTINY AND COMMITTEES and MEMBER BRIEFINGS 2015 – 2016



**NORWICH**  
City Council

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
<b>COUNCIL 26 JAN 2016</b>	Council tax reduction scheme for 2016-17	To consider a council tax reduction scheme for 2016-17 and to consider discounts and exemptions	Cllr Vaughan Thomas Anton Bull Executive head of business relationship management and democracy EXT 2326 Tracy Woods Business relationship and procurement manager EXT 2140		Anton Bull	PH	NO
<b>SCRUTINY 28 JAN 2016</b>	Pre-scrutiny of the proposed policy and budget frame work	To make suggestions to cabinet regarding the proposed budget's ability to deliver the council's overarching policy	Cllr Alan Waters, Justine Hartley chief finance officer EXT 2440		Russell O'Keefe		
<b>SCRUTINY 28 JAN 2016</b>	(Environmental strategy) Yearly update on the progress statement	Identification of any issues to consider and note successes and progress reported in the progress statement	Cllr Bert Bremner, Richard Willson		David Moorcroft		

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Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
<b>CABINET 3 FEB 2016</b>	Revenue budget monitoring 2015/16 period 9	To provide an update on the current financial position, the forecast outturn for the year 2015-16, and the consequent forecast of the general fund and housing revenue account balances.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Hannah Simpson Group accountant EXT 2561		Justine Hartley	PH	NO
<b>CABINET 3 FEB 2016</b>	Capital budget monitoring 2015/16 quarter 3	To update cabinet on the financial position of the capital programmes	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Shaun Flaxman group accountant EXT 2805		Justine Hartley	PH	NO
<b>CABINET 3 FEB 2016</b>	General Fund revenue budget 2016-17 and capital programme 2016-17 to 2020-21	To set a budgetary requirement, council tax requirement and level of council tax for the financial year 2016-17 and to approve the capital programme 2016-17 to 2020-21.	Cllr Stonard Justine Hartley chief finance officer EXT 2440		Justine Hartley	PH	NO
<b>CABINET 3 FEB 2016</b>	Housing rents and budgets 2016-17	To consider the housing revenue account budget for 2016-17, council housing rents for 2016-17, the prudent minimum level of HRA reserves 2016-17, the housing capital plan 2016-17 to 2020-21; and the housing capital programme 2016-17.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Shaun Flaxman group accountant EXT 2805		Justine Hartley	PH	NO

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Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
<b>CABINET 3 FEB 2016</b>	Treasury Management Strategy 2016-17	To consider the council's prudential indicators for 2016-17 through to 2018-19 and set out the expected treasury operations for this period.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Philippa Dransfield chief accountant EXT 2562		Justine Hartley	PH	NO
<b>CABINET 3 FEB 2016</b>	Mountergate West phase 2 – <b>KEY DECISION</b>	To approve the entering into collaboration agreement with the Great Hospital to take forwards the development of housing on the Mountergate West site.	Cllr Harris Andy Watt Head of city development services EXT 2691 Gwyn Jones City growth and development manager EXT 2364		Dave Moorcroft	PH	YES (Paragraph 3)
<b>CABINET 3 FEB 2016</b>	Managing Assets - <b>KEY DECISION</b>	To consider the disposal of individual property assets currently held by the council.	Cllr Stonard Andy Watt Head of city development services EXT 2691 David Rogers Client property and parking manager		Dave Moorcroft	PH	YES



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			EXT 2463				
<b>CABINET 3 FEB 2016</b>	CIL neighbourhood funding – <b>KEY DECISION</b>	To seek approval for the projects to be funded from CIL neighbourhood pot in 2016-7	Cllr Waters Andy Watt Head of city development services EXT 2691 Gwyn Jones, City growth and development manager, EXT: 2364.		Dave Moorcroft		
<b>CABINET 3 FEB 2016</b>	Security guarding at NCC's three multi storey car parks – <b>KEY DECISION</b>	To agree to award the relevant contract.	Cllr David Rogers Joanne Day				
<b>CABINET 3 FEB 2016</b>	Review of the Minimum Revenue Provision – <b>KEY DECISION</b>	To consider options for the Minimum Revenue provision for 2015-16	Justine Hartley chief finance officer EXT 2440		Anton Bull		NO
<b>COUNCIL 23 FEB 2016</b>	General Fund revenue budget 2016/17 and capital programme 2016/17 to 2020/21	To propose for approval the budget and budgetary requirement, council tax requirement, level of council tax, and non-housing capital programme, for the financial year 2016-17 and the non-housing capital plan 2016-17 to 2020-21	Cllr Stonard Justine Hartley chief finance officer EXT 2440		Justine Hartley	PH	NO
<b>COUNCIL 23 FEB</b>	Housing rents and budgets 2016-17	To propose for approval the Housing Revenue Account (HRA) budget for	Cllr Stonard Justine Hartley		Justine Hartley	PH	NO

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<b>2016</b>		2016-17, council housing rents for 2016-17, the prudent minimum level of HRA reserves 2016-17, the housing capital plan 2016-17 to 2020-21; and the capital programme 2016-17	chief finance officer EXT 2440				
<b>CABINET 3 FEB 2016</b>	Review of the Minimum Revenue Provision – <b>KEY DECISION</b>	To consider options for the Minimum Revenue provision for 2015-16	Justine Hartley chief finance officer EXT 2440		Anton Bull		NO
<b>COUNCIL 23 FEB 2016</b>	Treasury Management Strategy 2016-17	To outline the council's prudential indicators for 2016-17 through to 2018-19 and set out the expected treasury operations for this period.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Philippa Dransfield chief accountant EXT 2562		Justine Hartley	PH	NO
<b>SCRUTINY 25 FEB 2016</b>	Verge and pavement issues	Pre- scrutiny of the cabinet report on a review of verge and pavement issues	Cllr Bert Bremner, and Andy Ellis		David Moorcroft		
<b>SCRUTINY 25 FEB 2016</b>	Update of the rep for the Norfolk county health overview and scrutiny committee	For the committee to note the work of the NHOSC and comment on any implications for Norwich residents for the rep to take back to NHOSC	Councillor rep and Phil Shreeve				
<b>CABINET</b>	Revenue budget	To provide an update on the current	Cllr Stonard		Justine	PH	NO

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Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
<b>9 MAR 2016</b>	monitoring 2015-16 period 10	financial position, the forecast outturn for the year 2015-16, and the consequent forecast of the general fund and housing revenue account balances.	Justine Hartley chief finance officer EXT 2440 Hannah Simpson Group accountant EXT 2561		Hartley		
<b>CABINET 9 MAR 2016</b>	Proposed write off of bad debt	To provide an update regarding the write off of non- recoverable debt.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Carole Jowett revenues and benefits operations manager EXT 2684		Justine Hartley	PH	NO
<b>CABINET 9 MAR 2016</b>	Managing Assets - <b>KEY DECISION</b>	To consider the disposal of individual property assets currently held by the council.	Cllr Stonard Andy Watt Head of city development services EXT 2691 David Rogers Client property and parking manager EXT 2463		Dave Moorcroft	PH	YES

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Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
<b>CABINET 9 MAR 2016</b>	Local Development Scheme	To agree the content of the revised Local Development Scheme (LDS).	Cllr Bert Bremner Mike Burrell planning policy team leader				NO
<b>CABINET 9 MAR 2016</b>	Future direction of and governance arrangements for the Greater Norwich Growth Board – <b>KEY DECISION</b>	To consider the Future direction of and governance arrangements for the Greater Norwich Growth Board	Councillor Waters Graham Nelson Head of Planning Services EXT 2530		Dave Moorcroft		NO
<b>SCRUTINY 17 MAR 2016</b>	Annual review of scrutiny	To agree the annual review of the scrutiny committee's work 2015 to 2016 and recommend it for adoption by the council	Cllr James Wright and Phil Shreeve				
<b>SCRUTINY 17 MAR 2016</b>	Push the Pedalways		Andy Watt				
<b>COUNCIL 22 MAR 2016</b>							