



NORWICH City Council

Committee Name: Scrutiny

Committee Date: 20/07/2023

Report Title: Scrutiny Committee Work Programme 2023-24

Portfolio: Councillor Kendrick, cabinet member for resources

Report from: Head of legal and procurement

Wards: All Wards

OPEN PUBLIC ITEM

Purpose

To assist scrutiny committee members to review and agree the scrutiny committee work programme 2023-24

Recommendation:

That members consider and agree the proposed scrutiny committee work programme for 2023-24.

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 25 May 2023 and discussed the TOPIC forms which had been submitted at the end of the last civic year. The titles of which are listed below:
 - Biodiversity strategy outcomes
 - Communicating with the council
 - Consultations
 - Dealing with damp
 - Love Norwich and a cleaner city
 - Love Norwich initiative review
 - Measures to increase participation of citizens in voting to overcome the impact of the Elections Act
 - Parks and Open Spaces Strategy
 - Retrofitting Norwich stock
 - Review of Environmental Programme
 - Review of how the city council addresses anti social behaviour
 - Social Housing regulation bill
2. Members agreed that the Social Housing Regulation Bill and the Dealing with Damp TOPIC forms would be addressed through member briefings which officers will arrange.
3. Members agreed to remove the Levelling Up item from the work programme as the Council had been unsuccessful in its bid for Levelling Up funds, and it was not clear when the Levelling Up Bill would receive parliamentary approval.
4. It was agreed to continue the welcoming asylum seekers and refugees item and an extraordinary committee meeting has been scheduled for the 25 July.
5. Members discussed the proposed work programme at the scrutiny committee meeting on 29 June and it was agreed to remove the communicating with the council / consultations topic from the work programme.
6. It was noted that the timing of the corporate plan topic was yet to be confirmed and it was hoped that there would be an update for this meeting.
7. Members agreed that the review of how the council addresses anti-social behaviour should come to the October meeting.
8. The timing for consideration of the Parks and Open Spaces Strategy was discussed with a proposal to move it to March 2024. It was agreed that the head of legal and procurement would discuss this with officers to ensure that pre scrutiny of the strategy could take place.
9. Members agreed to refer the review of the Environment programme to the Climate and Environment Emergency Executive Panel (CEEPP) for consideration as part of its work programme.

10. The topics for the December scrutiny committee meeting were confirmed as the Equality Information report and the business plans of the council's wholly owned companies.
11. Members discussed the topics for the January meeting and discussed the retrofitting topic and it was agreed that officers would bring a draft Terms of Reference for a task and finish group for this item to a future meeting. It was agreed that the Love Norwich review would be the substantive item at the January meeting.

Recurring items

12. 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/ January), the Council's companies Business Plans (December) and pre-scrutiny of the proposed budget (February).
13. 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

14. 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.
15. 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

16. Members of the scrutiny committee considered work programme setting at an informal meeting on 25 May 2023 and agreed the proposed work programme at the scrutiny committee meeting held on 29 June 2023. 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

17. 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.

18. 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

19. 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

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

Reasons for the decision/recommendation

21. 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 2023-24

Contact Officer:

Name: Alex Hand

Telephone number: 01603 989398

Email address: alexhand@norwich.gov.uk

Scrutiny Committee Work Programme 2023-2024

Date	Item	Portfolio Holder Senior Officer Report author
20/07/2023	Updates from NHOSC and NCCSPSSP	
	Work programme setting	
	The Elections Act	Cllr Kendrick Stuart Guthrie Tom Henry
25/07/2023	Welcoming refugees and asylum seekers to Norwich TOPIC, hear from organisations that support refugees and asylum seekers.	
21/09/2023	Updates from NHOSC and NCCSPSSP	
	Work programme setting	
	Corporate Plan Update (TBC)	
12/10/2023	Updates from NHOSC and NCCSPSSP	
	Work programme setting	
	Review of how the council addresses anti-social behaviour	
23/11/2023	Updates from NHOSC and NCCSPSSP	
	Work programme setting	
	Parks and Open Spaces Strategy (TBC)	
07/12/2023	Updates from NHOSC and NCCSPSSP	
	Work programme setting	
	Equality Information report	
	Lion Homes Business Plan	
	NCSL Business Plan	

Date	Item	Portfolio Holder Senior Officer Report author
25/01/2024	Updates from NHOSC and NCCSPSSP	
	Work programme setting	
	LOVE Norwich review	
01/02/2024	Updates from NHOSC and NCCSPSSP	
	Work programme setting	
	Budget	
21/03/2024	Updates from NHOSC and NCCSPSSP	
	Work programme setting	
	Biodiversity Strategy outcomes	
	Retrofitting – Task and Finish Group	