

SCRUTINY COMMITTEE WORK PROGRAMME 2008/2009 – 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
11/12/08	Castle Gardens	Cllr Blakeway and Cllr Bremner Director of Regeneration & Development Head of Community Services	Safe, active & secure City	All 3 Headline Priorities	Initial briefing of the work that is being carried out between the Council and Partners towards ASB mitigation measures	At Committee with a further meeting and site visit as part of the Committees meeting in March 2009	First of two meetings (2 nd to be March 09)
11/12/08	Equality Strategy- Level 2	Cllr Waters Director of Transformation	Aiming for Excellence	All 3 Headline Priorities	Consideration of the draft doc & make suggestions to Executive. Note: final draft pre scrutiny in March 2009	Pre – Scrutiny at Committee	First of two meetings (2 nd to be March 09)

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
08/01/09	Financial Inclusion, Debt Advisory Services and Credit Unions	Cllr Blakeway 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	To be determined at meeting
08/01/09	Community Engagement Strategy	Cllr Blakeway, The Director of Regeneration and Development & the Head of Community Services	Neighbourhoods where people feel safe and the streets are clean/maintained. Quality housing & amenities and active communities	Safe & Healthy Neighbourhoods	For Scrutiny Committee feedback as part of the final consultation process	Pre – Scrutiny at Committee	One meeting
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
12/03/09	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

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11/12/08	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
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

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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
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
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

Executive Forward Agenda

Allocated Items							
Meeting	Report	Purpose	Director Approved	Rec'd	Mangement Clearance <ul style="list-style-type: none"> • CMT • Capital Mang Board • DMY • PiMB • Growth Board 	Informal Executive Briefing (IE) or Portfolio Holder (PH)	Final Approval
Items for next Civic Year							
Special EXEC 18 Dec	Joint Core Strategy	To Formally approve the Joint Core Strategy	Regen and Devpt – Paul Rao				
EXEC 21 Jan	Calculation of Council Tax Base 2009/10	To approve calculation of council tax base for 2009/10	Hd of Finance			PH	
EXEC 21 Jan	GNDP Economic Strategy	To sign off the strategy	Regeneration & Development – Sharon Quantrell			PH	

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EXEC 21 Jan	Evaluation of the Neighbourhood Management Pilots	To report the results of the evaluation of the two neighbourhood management pilot programme	Neigh/Dev Hd of Community Services/ Bob Cronk			IE 14 Jan	
EXEC 21 Jan <i>Moved from 29 Oct</i> <i>Moved from 12 Nor</i> <i>Moved from 10 Dec</i>	Improvements to S106 Processes and Practices	To seek agreement & funding to produce a guide for developers and case officers on s.106 priorities and mechanisms to streamline working practices	Corporate Working Group – Gwyn Jones			IE 17 Dec	

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EXEC 21 Jan	Older People Commission		Dir of Transformation			PH	
EXEC 21 Jan	LDF Annual Monitoring Report 2007/08	Feed back by the Executive Member for Sustainable City Development (ORAL)					
EXEC 4 Feb	Budget Monitoring	To update members on budget monitoring 9 mths to 31 Dec 08	Hd of Finance			PH	
EXEC 4 Feb	Budget & Policy Framework & Service Plans	To set out Budget & Policy Framework	CEO			PH	
EXEC 4 Feb	Budget 2009/10 General Fund	To recommend to Council setting of budgetary requirement level of Council	Hd of Finance			PH	

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		Tax					
EXEC 4 Feb	Capital Strategy	Recommend updated Capital Strategy to Council	Hd of Finance			PH	
EXEC 4 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 4 Feb	HRA Account 2009/10	HRA budgets for 2009/10	Hd of Finance			PH	
EXEC 4 Feb	Council Rents & Other Charges	To set options for rents & other charges	Ass Dir – Comm Neigh			PH	
EXEC 4 Feb	Housing Capital Programme	To review Hsg Capital Programme	Hd of Finance			PH	
EXEC 18 Feb	Housing Rents: Legislation and Financial Issues	To set rents	Ass Dir Neighbourhood Development			IE 11 Feb	
EXEC 18 Feb	Draft Implementation Plan for Local Authority	To agree the draft LACM	Dir of Transformation			PH	

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	Carbon Management						
EXEC 4 March	Community Engagement Strategy Key Decision	To approve the Community Engagement Strategy	Neighbourhood Development – Bob Cronk				
EXEC 18 March	Equalities Standard – Draft Level 2 Assessment	To approve the draft level 2 assessment.	Dir of Transformation			PH	
EXEC 8 April							
EXEC 27 April							

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EXEC 27 May	Quarter 4 2008/09 Performance Monitoring	To provide monitoring information on performance	Director of Transformation			PH	

Unallocated Items			
Meeting	Report	Purpose/Comments	Directorate
EXEC	Affordable Housing SPD	To consider response to consultation and adopt the SPD	Regeneration & Development - LDF Working Party- Mike Burrell/Kris Reeve

Executive Forward Agenda

Unallocated Items			
Meeting	Report	Purpose/Comments	Directorate
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	Regeneration Development
EXEC	Review of Garage Stack	To inform members of the garage stock review	Regeneration Development
EXEC	Wild Road	Options for Wild Road	Regeneration 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

Executive Forward Agenda

Unallocated Items			
Meeting	Report	Purpose/Comments	Directorate
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
EXEC Post May	Visit Norwich Ltd – Progress	Report on Progress	Communications and Cultural Services – Nikki Rotsos
EXEC	Whitlingham Link		Regeneration and Development - Andy Watt