NORWICH
City Council

Committee Name: Scrutiny
Committee Date: 21/10/2021
Report Title: Scrutiny work programme

Portfolio: Councillor Kendrick, cabinet member for resources

Report from: Executive director of community services

Wards: All Wards

OPEN PUBLIC ITEM

Purpose:
The purpose of this report is to assist scrutiny committee members in setting the scrutiny committee work programme for 2021/22 and to receive a verbal update regarding the work of the scrutiny select committee regarding communal bins.

Recommendation:
It is recommended that members agree a realistic and deliverable scrutiny committee work programme for 2021/22.

Policy Framework:
The Council has three corporate priorities, which are:

- People living well
- Great neighbourhoods, housing and environment
- Inclusive economy

This report meets the people living well and great neighbourhoods, housing and environment corporate priorities.

This report addresses the strategic actions in the Corporate Plan, in particular the healthy organisation.

This report helps to meet the adopted policies of the council.

This report helps to meet the objectives of the COVID-19 Recovery Plan.

Report Details

Developing a work programme for the scrutiny committee

1. When the scrutiny committee considers which items to include on the 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, policies and the COVID-19 recovery plan.

2. At scrutiny committee on 16 September 2021 the work programme was updated for the rest of the civic year 2021/2. The updated work programme is attached at Appendix A.

Recurring items

3. There are certain areas of work identified for the scrutiny committee that are of a recurring nature. Presently, these are the scrutiny committee work programme (each meeting), pre-scrutiny of the corporate plan and performance framework (December) 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 County Health and Overview Committee (NHOSC).

5. Updates are also received from the council's representative on the Norfolk Countywide Community Safety Partnership Scrutiny sub panel (NCCSPSSP).

Scope for scheduling items onto the work programme.

6. It has been 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.

7. Members will still have the opportunity on a monthly basis to revise the programme if and when required or due to changing events. This is done via the work programme standing item on the scrutiny committee agendas and members may wish to consider keeping some space on the work programme to facilitate this.

8. Members are reminded that the additional meeting of scrutiny on 4 November 2021 to scrutinise the business plans of Norwich City Services Ltd and Norwich Regeneration Limited has been postponed. The meeting will be re-arranged to tie in when the NCSL and NRL business plans are reported to cabinet in December.

9. The Centre for Governance and Scrutiny are hosting their annual scrutiny conference in London, in person, on 1 December. This year's theme is 'scrutiny in challenging times'. The chair and vice-chair of the scrutiny

committee have been invited to attend and feedback to the rest of the committee.

10. At this meeting Councillor Ian Stutely will give a verbal update on the work of the select committee regarding communal bins.

11. The substantive topic for the next meeting of scrutiny on 18 November is 'the emerging new social agenda following COVID-19'. Officers have reviewed the original TOPIC form and have proposed the following scope;

    To review key learning from the council's approach to reducing inequalities over the current corporate plan period (2019-22) and to recommend how this learning can be applied or embedded within the council going forward. The scrutiny will:

    - Cover activity delivered under the reducing inequalities element of the People Living Well corporate priority, with a focus on our partnership work in targeted neighbourhoods, around key issues such as food poverty, and to increase access to available advice and support
    - Examine how the council's approach supported our ability to respond to Covid 19 and the key lessons from this response
    - Identify key learning which should be embedded in the council's approach going forward, particularly in light of the increased disadvantage many residents are facing as a result of Covid-19

    Members are asked to confirm if they are happy for an officer report to be prepared on this basis, and submit their questions for debate on this topic during the meeting today. The scrutiny liaison officer will be pleased to receive questions by e-mail up until 12 noon on Thursday 28 October if extra time is needed.

Consultation

12. Ward councillors, the public or other stakeholders have not been consulted (statutorily or otherwise). However the public are encouraged to submit topics for scrutiny via an interactive form on the council's website. The portfolio holder will be briefed as part of the regular portfolio holder briefing process.

Implications

Financial and Resources

13. 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 2019-22 and Budget.

14. 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

15. No specific legal advice has been sought or provided.

Statutory Considerations

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

Risk Management

Risk	Consequence	Controls Required
None at this stage		

Other Options Considered

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

Reasons for the decision/recommendation

17. This report will allow scrutiny to set and review the work programme for scrutiny for 2021/22.

Background papers: none

Appendices: none

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APPENDIX A

Annual work programme planning grid 2021-22

Date of meeting Thursday at 16.30	Item
2021	
27 May	Work programme. Appointment to Norfolk Health Overview and Scrutiny committee (NHOSC). Appointment to Norfolk Countywide Community Safety Partnership Scrutiny sub panel (NCCSPSSP).
24 June	Work programme. Bins on pavements, communal bins and fly-tipping - Andy Summers.
1 July	Scrutiny training – via zoom
15 July	Work programme. Verbal update from the NHOSC meeting held on 15 July (am). Air pollution from woodburning – Lesley Oldfield.
9 September Online via zoom	Air pollution from woodburning – continuation.
16 September	Ratification of resolutions made on 9 September. Appointment to Norfolk Health Overview and Scrutiny committee (NHOSC). Appointment to Norfolk Countywide Community Safety Partnership Scrutiny sub panel (NCCSPSSP). Second work programme setting meeting.
21 October	Work programme. (Including verbal update on the work of the select committee regarding communal bins). Review of the environmental strategy following Covid-19 (Helen Chamberlin and Lou Rawsthorne).
18 November	Work programme. Update from the NHOSC meeting held on 4 November. The emerging new social inclusion agenda following COVID-19 (Helen Chamberlin).
2 or 3 December, TBC (moved from 4 November)	Scrutiny of the business plans for Norwich City Services Limited and Norwich Regeneration Limited. Hannah Leys and Dave Shaw.
16 December	Work programme. Pre-scrutiny of the corporate plan and performance framework. Equality information report. Verbal update from the NCCSPSSP meeting held on 16 December (am).
2022	
20 January	Work programme. Update from the NHOSC meeting held on 20 January (am). A sustainable, inclusive Norwich economy following COVID-19 (officers tbc).
3 February	Work programme. To consider the 2022-23 budgets, medium term financial strategy and capital programme, along with capital strategy and treasury management strategy.
17 March	Work programme. Annual review of scrutiny committee. Update from the NCCSPSSP meeting held on 24 February. Update from the NHOSC meeting held on 10 March.