

FORWARD AGENDA / CABINET, COUNCIL, SCRUTINY AND AUDIT COMMITTEES 2012/2013

Allocated Items							
Meeting	Report	Purpose	Director & Head of Service	Final Report - To be signed off by Director	Management Clearance • CLT	Cabinet Briefing (IC) or Portfolio Holder (PH)	Comments
SCRUTINY 5 JUL	Work programme	To note the scrutiny committee work programme and agree any potential topic(s) that may be tested against the PICK analysis for future inclusion onto the programme.	Executive head of strategy, people and democracy Steve Goddard Ext 2491	26 June	R'OK		
SCRUTINY 5 JUL	Investigation into why people are using foodbanks across Norwich	To receive a presentation from the co-ordinator of the Norwich food bank network and to ask questions to gain an overview before deciding where to focus any review.	Executive head of strategy, people and democracy Steve Goddard Ext 2491	26 June	R'OK		
SCRUTINY 5 JUL	Nomination of a member to the Norfolk county community safety panel	To consider the resolution from cabinet that it appoints a member to the county community safety partnership scrutiny panel to represent Norwich City Council.	Councillor Keith Driver and Bob Cronk	26 June			
AUDIT 10 JUL							
CABINET 11 JUL	Council blueprint	To agree the new blueprint for the council operating model.	Executive head of strategy, people and democracy	22 June	R'OK		

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CABINET 11 JUL	Development management policies plan	To seek approval to consult on publication version of DMT policies plan prior to submission	Deputy chief executive Graham Nelson Ext 2530 and Mike Burrell Ext 2525	22 June	JM	PH	Sustainable development panel
CABINET 11 JUL	Site Allocations Plan	To seek approval to consult on publication version of site allocations plan prior to submission	Deputy chief executive Graham Nelson Ext 2530 and Mike Burrell Ext 2525	22 June	JM	PH	Sustainable development panel
CABINET 11 JUL	Public protection enforcement policy	To sign off current enforcement policy	Head of citywide services Adrian Akester Ext 2331	22 June	JM		
CABINET 11 JUL	HRA disposals	To request approval for the disposal of HRA land.	Deputy chief executive Debbie Gould Ext 2851	22 June	JM	PH	

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CABINET 11 JUL	CNC Building control partnership	To seek Cabinet approval to implement the outcomes of the governance review of the CNC Building control partnership.	Executive head of business development	22 June		PH	
CABINET 11 JUL	UK Healthy Cities Network - application for membership and commitment to improving the health and well being of the people of Norwich	to recommend to Cabinet that it endorses the 2008 Zagreb Declaration to enable an application for membership of the UK Healthy Cities Network to proceed, so demonstrating its commitment to improving the health and wellbeing in the City and its support to work with partners on the Healthy Cities themes	Executive head of strategy, people and democracy	22 June			
CABINET 11 JUL	Future provision of grounds maintenance, street cleansing and arboriculture services – KEY DECISION	To review the options for the delivery of grounds maintenance, street cleansing and arboriculture services and approve the strategy for the provision of these services from 1/3/2013 onwards.	Deputy chief executive Anton Bull Ext 2326 Adrian Akester Ext 2331	22 June	JM	PH	
CABINET 11 JUL	Managing housing assets	To seek approval for the decommissioning of one council owned property	Head of city development services	22 June			

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		following the principles agreed in the Managing Assets executive report of 24 February 2010 and the disposal of an area of housing land to facilitate the development of affordable housing. This will provide additional funds for the housing capital programme. Approval is also sought for the purchase of a dwelling under the Government's mortgage rescue scheme.					
CABINET 11 JUL	Revenue Budget Monitoring 2012/13	To update Cabinet on the financial position as at 31 May 2012 and the forecast outturn for the year 2012/13.	Chief finance officer				
CABINET 11 JUL	Review of collection agreement for water charges for council tenants	To inform members of the revised contract negotiated with Anglian Water for the collection of water charges from council tenants.	Director of regeneration and Development Tracy John (Paul Sutton)				
COUNCIL 17 JUL							

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SCRUTINY 19 JUL	New financial regime for local government	To receive an overview presentation of the future/New financial regime for local government and the likely implications	Councillor Alan Waters and Caroline Ryba	28 June			
CABINET 25 JULY	Community Infrastructure Levy (CIL) Draft Charging schedule-Submission of documents and information to the examiner	To ask Council to agree to submit CIL documents and information to the examiner	Head of planning service Gwyn Jones Ext 2364				
CABINET 25 JULY	Joint Core Strategy (JCS) Sustainability appraisal	To agree sustainability appraisal and JCS for public consultation.	Deputy chief executive Graham Nelson Ext 2530				
COUNCIL 25 JULY	Community Infrastructure Levy (CIL) Draft Charging schedule-Submission of documents and information to the examiner	To ask Council to agree to submit CIL documents and information to the examiner	Head of planning service Gwyn Jones Ext 2364				

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COUNCIL 25 JULY	Joint Core Strategy (JCS) Sustainability appraisal	To agree sustainability appraisal and JCS for public consultation.	Deputy chief executive Graham Nelson Ext 2530				
SCRUTINY 6 SEP	Quarter 1 performance report	To report progress against the delivery of the corporate plan objectives for quarter 1 of 2012-13	Executive head of strategy, people and democracy Phil Shreeve 2356	16 Aug	RO'K	PH	
SCRUTINY 6 SEP	Tenant scrutiny panels	To gain an understanding of and to comment on the new social housing regulation for tenant engagement and scrutiny and the proposals for revising the current Norwich city council tenant's involvement structure to ensure compliance.	Councillor Victoria MacDonald, Tracy John				
CABINET 12 SEP	Quarter 1 performance report	To report progress against the delivery of the corporate plan objectives for quarter 1 of 2011-13	Executive head of strategy, people and democracy	22 Aug	RO'K	PH	

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			Phil Shreeve 2356				
CABINET 12 SEP	Bowthorpe – Housing with care, dementia care	To agree to dispose of land for a housing with care and dementia care facility	Deputy chief executive Gwyn Jones Ext 2364	22 Aug	JM		
CABINET 12 SEP	Procurement strategy	To approve an updated procurement strategy	Deputy chief executive Anton Bull Ext 2326	22 Aug	JM	PH	
CABINET 12 SEP	Establishment of eastern procurement consortium as a limited company by guarantee	To advise on the implications to the council of eastern procurement consortium becoming a limited company by guarantee	Deputy chief executive Chris Rayner Ext 2308	22 Aug	JM		
CABINET 12 SEP	Award of contract for Council house external decoration. KEY DECISION	To advise on the tender process and approve the award of a contract of up to 3 suppliers to complete a 6 year cycle of Council house external redecoration.	Deputy chief executive Chris Rayner Ext 2308	22 Aug	JM		
CABINET 12 SEP	Norwich Business Improvement District	To approve financial operating agreement for the BID and	Deputy chief executive	22 Aug	JM	PH	

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	(BID) – Financial operating agreement KEY DECISION	consider the implications for Norwich city council, with a view to: 1) Approving the BID financial operating agreement. 2) Approving implementation of financial operating system, new Northgate system module and invoicing / collection / enforcement of BID levy in line with ‘The business improvement districts (England) regulations 2004’	Stefan Gurney Ext 2744				
CABINET 12 SEP	Award of the contracts for housing structural repairs and improvements KEY DECISION	To advise cabinet of the tender process for housing structural repairs and improvements and seek authority to award the contract	Deputy chief executive Chris Rayner Ext 3208	22 Aug	JM	PH	
CABINET 12 SEP	Bowthorpe Open Space Strategy and Investment KEY DECISION	To approve the Open Space Strategy for Bowthorpe and allocate funds to some of the projects identified in it.	Deputy chief executive Adrian Akester Ext 2331				
CABINET 12 SEP	Replacement wheeled bin policy	To be provided	Deputy chief executive Adrian Akester				

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			Ext 2331				
CABINET 12 SEP	Managing housing assets	To seek approval for the decommissioning of one council owned property following the principles agreed in the Managing Assets executive report of 24 February 2010 and the disposal of an area of housing land to facilitate the development of affordable housing. This will provide additional funds for the housing capital programme. Approval is also sought for the purchase of a dwelling under the Government's mortgage rescue scheme.	Head of city development services				
CABINET 12 SEP	Grants to voluntary organisations KEY DECISION	To seek approval for the award of grants for debt, money and general advice services	Head of local neighbourhood services Bob Cronk Ext 2373	22 Aug	JM		
AUDIT							

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25 SEP							
COUNCIL 25 SEP							
SCRUTINY 11 OCT	Night time economy	To look into the night time economy, early morning restriction notices and late night levy. And to gain an understanding of the impact of associated crime, beneficial and detrimental economic considerations and the impact on services in Norwich.	Councillor Keith Driver, Bob Cronk and Superintendent Paul Sanford				
CABINET 17 OCT	Proposed variations to car park fees and charges	To approve revised fees and charges schedule	Councillor Bremner		JM		NHAC Sep
SCRUTINY 8 NOV	Quarter 2 performance report	To report progress against the delivery of the corporate plan objectives for quarter 2 of 2012-13	Executive head of strategy, people and democracy Phil Shreeve 2356	18 Nov	RO'K	PH	
SCRUTINY	New council tax	Pre – scrutiny of the report on	Councillor Alan				

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8 NOV	benefit scheme	draft proposals, as amended through the consultation.	Waters, Caroline Ryba				
CABINET 14 NOV	CIL charging schedule	To recommend / agree to adopt the CIL charging schedule for Norwich	Deputy chief executive Gwyn Jones Ext 2364		JM		
CABINET 14 NOV	Quarter 2 performance report	To report progress against the delivery of the corporate plan objectives for quarter 2 of 2012-13	Executive head of strategy, people and democracy Phil Shreeve 2356		RO'K	PH	
AUDIT 20 NOV							
COUNCIL 27 NOV	CIL charging schedule	To recommend / agree to adopt the CIL charging schedule for Norwich	Deputy chief executive Gwyn Jones Ext 2364		JM		
SCRUTINY 6 DEC	Role of the ward councillor	To consider the role of a ward	Russell O'Keefe,				

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		councillor in the changing environment the council operates in. Review of the role of a ward councillor with in the new operating model and the opportunities provided by the council's neighbourhood model. To make recommendations on the role of a ward councillor and the supporting member development programme.	Bob Cronk, Nadia Harrigton and Andy Emms				
CABINET 12 DEC							
SCRUTINY 10 JAN	Overview of the corporate plan	For the scrutiny committee to gain an overview and refresh their knowledge of the corporate plan prior to pre scrutiny of the proposed budget and policy framework in February	Councillor Brenda Arthur and Russell O'Keefe				
SCRUTINY 10 JAN	Governance schemes for community right to challenge and assets of community value	To focus on the proposed governance arrangements for both schemes and to consider the possible associated role for	Councillor Alan Waters, Anton Bull, Phil Hyde, Andy Watt and				

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		scrutiny or the ward member within such schemes	David Rogers				
CABINET 16 JAN							
AUDIT 22 JAN							
COUNCIL 29 JAN							
SCRUTINY 7 FEB	Pre scrutiny of the proposed budget and policy framework	To comment on the proposed budget and make suggestions to cabinet regarding the proposed budget's ability to deliver the priorities of the council	Councillor Brenda Arthur, Councillor Alan Waters, Laura McGillivray, Jerry Massey, Russell O'Keefe, Caroline Ryba and Mark Smith	17 Jan			
CABINET 13 FEB	Quarter 3 performance report	To report progress against the delivery of the corporate plan objectives for quarter 3 of 2012-13	Executive head of strategy, people and democracy	23 Jan	RO'K	PH	

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			Phil Shreeve 2356				
BUDGET COUNCIL 19 FEB							
SCRUTINY 21 FEB	Quarter 3 performance report	To report progress against the delivery of the corporate plan objectives for quarter 3 of 2012-13	Executive head of strategy, people and democracy Phil Shreeve 2356	17 Jan	RO'K	PH	
SCRUTINY 7 MAR	LGSS and the revenues and benefits service	A year on look at the performance of Lgss and a progress report on the revenues & benefits service. To identify any areas for improvement and to note successes.	Councillor Brenda Arthur, Councillor Alan Waters and Anton Bull				
CABINET 13 MAR							
AUDIT							

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19 MAR							
COUNCIL 26 MAR							
SCRUTINY 11 APRIL	Housing benefit changes	It appears that universal credit implementation may not occur until after the next election. Therefore this could represent an early opportunity for the scrutiny committee to look at any early results that may emerge from any pilot schemes around the country and consider any implications for Norwich	Councillor Alan Waters, Caroline Ryba and Anton Bull				
ANNUAL COUNCIL 21 MAY							
SCRUTINY 30 MAY	Annual scrutiny review	To agree the annual review of the scrutiny committee's work 2012 to 2013 and recommend it for adoption of the council	Councillor Claire Stephenson and Steve Goddard				
SCRUTINY 30 MAY	Review of the work programme	To identify the issues facing the work of the council for the civic	Scrutiny committee,				

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		year and agree the scrutiny committee work programme up to April 2014	corporate leadership team, cabinet and the scrutiny officer				

Date to be confirmed			
Meeting	Report	Purpose/Comments	Directorate
CABINET	White Ribbon Status	To ask cabinet to consider seeking white ribbon status for the city	Dir of Reg & Dev – Bob Cronk