

Norwich City Council
SCRUTINY COMMITTEE

Item No 8

REPORT for meeting to be held on Thursday 24 May 2018

Setting of the scrutiny committee work programme for 2018/19

Summary: The purpose of the report is to assist committee members in setting the work programme for 2018/19. A series of potential items have been listed in this report, which have been raised by the committee throughout the last year.

Conclusions: Along with this report, the accompanying annual standing items taken to the scrutiny committee (appendix A) and items suggested by members for consideration for the work programme (appendix B), the committee will be able to select future items that assist with the delivery of the council's priorities.

It is proposed that any discussion is as a whole committee using the TOPIC criteria. This will assist members in achieving the goal of an agreed work programme that is met by consensus.

Recommendation: To consider the options and agree a realistic and deliverable scrutiny committee work programme for 2018/19. The programme is a standing item at each committee meeting and can be adjusted as necessary

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1. Developing a work programme for the scrutiny committee

- 1.1 When the scrutiny committee considers which items to include on its 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.
- 1.2 This is so that the scrutiny committee will be able to consider where and how it can add value to the work being carried out towards achievement of the council's priorities and ensure that resources are being focussed effectively.
- 1.3 The scrutiny committee has previously adopted the TOPIC flow chart as an aid to selection of scrutiny topics for its work programme. This is attached to the agenda for reference and members are encouraged to pay regard to this in ensuring that any topic that makes it onto the work programme has an agreed scope and may benefit from the scrutiny process.

2. Recurring items

- 2.1 There are certain areas of work identified for the scrutiny committee that are of a recurring nature. Presently, these are pre-scrutiny of the council's draft policy framework (corporate plan) and budget and the performance monitoring reports, as well as a yearly update on the environmental strategy. The scrutiny committee has also requested that it receives the draft equality information report on an annual basis. This latter item is usually in draft for the December meeting.
- 2.2 Update from the representative sitting on the Norfolk County Health and Overview Committee. The proposed dates after this meeting for NHOSC along with suggested scrutiny report dates are:
 - 24 May 2018 (28 June 2018)
 - 12 July 2018 (19 July 2018)
 - 6 September 2018 (20 September 2018)
 - 18 October 2018 (22 November 2018)
 - 6 December 2018 (13 December 2018)
 - 17 January 2019 (31 January 2019)
 - 28 February (21 March 2019)
 - 11 April 2019 (TBC)
- 2.3 Scrutiny committee may wish to keep some space free to be able to move items on and off the work programme as required

3. Scope for scheduling items to the work programme

- 3.1 Although sometimes not possible to achieve, it was 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.
- 3.2 Although setting the future work of the committee for up to 21 March 2019, members will 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.
- 3.3 Along with this report, the accompanying annual standing items taken to the scrutiny committee (appendix A) and items suggested by members for consideration for the work programme (appendix B), the committee will be able to select future items that assist with the delivery of the council's priorities.
- 3.4 It is proposed that any discussion is as a whole committee using the TOPIC criteria. This will assist members in achieving the goal of an agreed work programme that is met by consensus

Standing Scrutiny Committee Items

Committee	Day of meeting	Time	2018								2019				
			May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Scrutiny	Thu	16:30	24	28	19	-	20	11	22	13	31	14	21	-	-

May – Work programme setting

June –

July –

August – no meeting

September –

October –

November –

December – Corporate plan and performance framework, Equality information report

January – Pre scrutiny of the proposed budget, MTFS and Transformation Programme (before Feb cabinet)

February –

March –

Items for consideration for scrutiny committee work programme 2018-19

1. The impact of Operation Gravity/organised crime in Norwich since 2016.
2. Responses to domestic violence in Norwich.
3. Good quality jobs in Norwich – the digital and emerging economy.
4. The impact of Universal Credit on vulnerable groups of people.
5. The impact of Airbnb type properties.
6. Assessment of the viability of our joint ventures and outsourced services, with particular regard to LGSS and commissioners being drafted in to Northamptonshire County Council.
7. Scrutinise the role of the council and police when dealing with communities blighted by anti-social behaviour.
8. Scrutinise and feed into the parks and playgrounds review, its scope and approach.
9. Viability assessments and delivery of affordable housing.
10. Presentation of the report of the CLG scrutiny inquiry to the committee for consideration.