

Scrutiny committee

Date: Thursday, 15 October 2015

Time: 16:30

Venue: Mancroft room, City Hall, St Peters Street, Norwich, NR2 1NH

All group pre-meeting briefing – 16:00 Mancroft Room

This is for members only and is not part of the formal scrutiny meeting which will follow at 16:30.

The pre-meeting is an opportunity for the committee to make final preparations before the start of the scrutiny committee meeting. The public will not be given access to the committee room before 16:30.

Committee members:

Councillors:

Wright (chair)
Maxwell (vice chair)
Bogelein
Coleshill
Grahame
Haynes
Manning
Packer
Peek
Raby
Ryan
Sands (S)
Schmierer

For further information please contact:

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Information for members of the public

Members of the public and the media have the right to attend meetings of full council, the cabinet and committees except where confidential information or exempt information is likely to be disclosed, and the meeting is therefore held in private.

For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website



If you would like this agenda in an alternative format, such as a larger or smaller font, audio or Braille, or in a different language, please contact the committee officer above.

AGENDA

- 1 Apologies**
To receive apologies for absence
- 2 Public questions/petitions**

To receive questions / petitions from the public (notice to be given to committee officer in advance of the meeting in accordance with appendix 1 of the council's constitution)
- 3 Declarations of interest**
(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)
- 4 Minutes** 7 - 12
To approve the minutes of the meeting held on 17 September 2015
- 5 Scrutiny committee work programme 2015 - 2016** 13 - 40
Purpose - To note the scrutiny work programme and agree any potential topic(s) that may be tested against the TOPIC analysis for future inclusion onto the programme. For the assistance of members, the cabinet forward agenda is also included.
- 6 Assessment of the corporate plan against the programme of the new government** 41 - 44
Purpose - To consider how some of the information announced in the government's summer budget on 08 July 2015 may impact on key corporate activity
- 7 Exclusion of the public**
Purpose - Consideration of exclusion of the public.
- *8 Draft new blueprint (operating model) and transformation programme**
 - This report is not for publication because it would disclose information relating to any individual as in para 1 of Schedule 12A to the Local Government Act 1972.

Date of publication: **Wednesday, 07 October 2015**

- T** is this, the right **TIME** to review the issue and is there sufficient officer time and resource available?
- O** what would be the **OBJECTIVE** of the scrutiny?
- P** can **PERFORMANCE** in this area be improved by scrutiny input?
- I** what would be the public **INTEREST** in placing this topic onto the work programme?
- C** will any scrutiny activity on this matter contribute to the council's activities as agreed to in the **CORPORATE PLAN**?

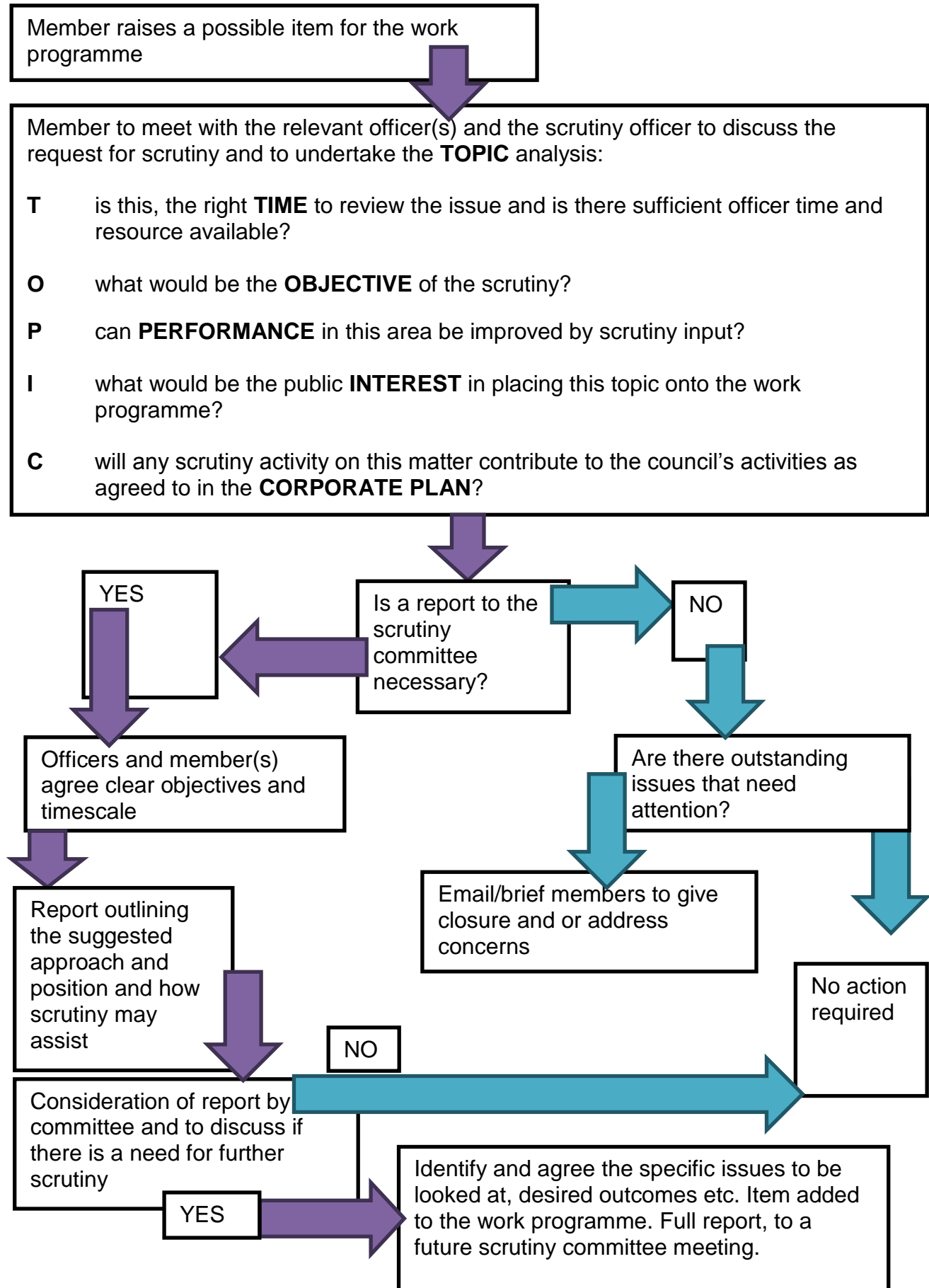
Once the TOPIC analysis has been undertaken, a joint decision should then be reached as to whether a report to the scrutiny committee is required. If it is decided that a report is not required, the issue will not be pursued any further. However, if there are outstanding issues, these could be picked up by agreeing that a briefing email to members be sent, or other appropriate action by the relevant officer.

If it is agreed that the scrutiny request topic should be explored further by the scrutiny committee a short report should be written for a future meeting of the scrutiny committee, to be taken under the standing work programme item, so that members are able to consider if they should place the item on to the work programme. This report should outline a suggested approach if the committee was minded to take on the topic and outline the purpose using the outcome of the consideration of the topic via the TOPIC analysis. Also the report should provide an overview of the current position with regard to the topic under consideration.

By using the flowchart, it is hoped that members and officers will be aided when giving consideration to whether or not the item should be added to the scrutiny committee work programme. This should help to ensure that the scope and purpose will be covered by any future report. The outcome of this should further assist the committee and the officers working with the committee to be able to produce informed outcomes that are credible, influential with SMART recommendations.

Specific, Measurable, Attainable, Relevant and Time-bound

Guidance flow chart for placing items onto the scrutiny committee work programme



Working style of the Scrutiny committee and a protocol for those attending scrutiny

- All scrutiny committee meetings will be carried out in a spirit of mutual trust and respect
- Members of the scrutiny committee will not be subject to whipping arrangements by party groups
- Scrutiny committee members will work together and will attempt to achieve evidence based consensus and recommendations
- Members of the committee will take the lead in the selection of topics for scrutiny
- The scrutiny committee operates as a critical friend and offers constructive challenge to decision makers to support improved outcomes
- Invited attendees will be advised of the time, date and location of the meeting to which they are invited to give evidence
- The invited attendee will be made aware of the reasons for the invitation and of any documents and information that the committee wish them to provide
- Reasonable notice will be given to the invited attendee of **all** of the committees requirements so that these can be provided for in full at the earliest opportunity (there should be no nasty surprises at committee)
- Whenever possible it is expected that members of the scrutiny committee will share and plan questioning with the rest of the committee in advance of the meeting
- The invited attendee will be provided with copies of **all relevant** reports, papers and background information
- Practical arrangements, such as facilities for presentations will be in place. The layout of the meeting room will be appropriate
- The chair of the committee will introduce themselves to the invited attendee before evidence is given and; all those attending will be treated with courtesy and respect. The chair of the committee will make sure that all questions put to the witness are made in a clear and orderly manner



SCRUTINY COMMITTEE

16:30 to 17:40

17 September 2015

Present: Councillors Wright (chair), Maxwell (vice chair), Bogelein, Coleshill, Grahame, Haynes, Manning, Packer, Peek, Raby, Ryan, and Schmierer

Also present: Phil Shreeve, Policy, performance and partnerships manager

Apologies: Councillor Sands (S)

1. Declarations of interest

There were no declarations of interest.

2. Minutes

Contrary to the minutes of the previous meeting, it was made clear that Councillor Packer was in attendance.

RESOLVED to agree the accuracy of the minutes of the meeting held on 16 July 2015.

3. Scrutiny committee work programme 2015 -2016

The chair updated the committee on the work programme.

Councillor Ryan suggested the topic of academies and said that it would be worthwhile to invite Dame Rachel de Souza from the inspiration trust to discuss the subject further.

It was felt appropriate to invite a representative from a cooperative academy (via the cooperative schools society) to give members a chance to understand the differences between the two types of academy.

Discussion ensued, during which the following points were made:

- A full meeting should be reserved for this topic;
- A representative from a teaching union should be invited;
- It would be useful to invite someone from a non-academy background;

The chair suggested that this may run the risk of duplicating the work of the county council. He said that developing a meeting around the subject of academies would sit with the policy, performance and partnerships manager who would flesh out the idea prior to the next meeting of the scrutiny committee. He would then present his suggestions at that meeting.

RESOLVED to note the work programme.

4. Update of the representative for the Norfolk health overview and scrutiny committee

Councillor Bogelein – Norwich City Council representative for the Norfolk health overview and scrutiny committee – summarised the discussion of the most recent meeting of the health and overview scrutiny committee, adding that work around children's mental health would be going ahead on 15 October.

RESOLVED to:-

- a) note the update from the representative for the Norfolk health overview and scrutiny committee; and,
- b) remind members to liaise with Councillor Bogelein if they wish to raise any issues.

5. Review of cooperative innovations and solutions and suggestions for how Norwich might benefit.

The policy, performance and partnerships manager introduced the report.

Councillor Herries explained that she had been asked to be a representative for the city council on the Cooperative Councils Innovation Network (CCIN), adding that she was also the cooperative champion within the city council. She said that she would like to see further development of collective business opportunities with the inclusion of cooperative assistance bodies.

She said that the council would need to look at how it enables cooperative businesses to grow and flourish and to include school and college leavers within this work.

She added that there was a lot of scope for such a project moving forward, explaining that she had been invited onto the values and principles committee of the CCIN which would provide great opportunities for discussion and ideas sharing.

Discussion ensued, during which the following suggestions were made:

- The cooperative business model could be used to further the development of community assets (such as pubs). This could be a great opportunity to develop cooperative businesses within local communities;
- The possibility of establishing a community energy company could be explored;
- The council should ensure that cooperative working is assisting younger people to find employment.

Councillor Herries explained that all those who work within a cooperative are members and own a part of the business. The movement is all about pooling talent and cooperative development assistance bodies can provide advice regarding governance and structure etc. She said that irrespective of the value of individual investments, one member of the cooperative has one vote. The ideals of democracy and equality were key to the success of the cooperative model. She added that any profit is divided on a pro-rata basis structured around the time individuals are able to give to the business.

In response to a member's question, Councillor Herries said that the council had already supported the co-operatives fortnight through a motion taken to a full council meeting. She added that it would be incredibly useful to ensure that council staff time and expertise is available and that an understanding is reached on how cooperatives work in different places. She suggested that it would be useful if the council could provide ongoing assistance in any way which can oil the wheels of discussion and facilitate liaison with experts in the field of cooperatives. She suggested it would be useful to make contact with Sally Kelly, chair and secretary of the guild of Co-operatives East who is a cooperatives expert.

Discussion ensued during which the following points were made:

- It could be worth investigating whether or not the Local Enterprise Partnership (LEP) could support the setting up of cooperatives within Norwich;
- Community centres may well lend themselves to being developed as community hubs within the cooperative model;
- The idea of community shops should be examined, providing reasonable prices and potentially educational opportunities such as cookery lessons or chances for people to gain skills to assist them into employment;
- A session could be run within City Hall to allow people to understand more widely the world of cooperatives and what they have to offer;

- Residents should be asked where and how they would like to see developments such as community shops take place;
- A suggestion was made to use neighbourhood agreements as a testing ground for introducing co-operatives to the wider community.
- It was mentioned that the UEA has start-up grants available for students and that thought could be given to ways to encourage students to develop cooperatives using this funding;
- A suggestion was made that any work supporting co-operatives should avoid a shifting of trade away from established small local businesses. This could be achieved through the introduction of conditions for employment and conditions of use for a cooperative shop - although this would need to be carefully balanced to ensure that a community shop does not become a glorified food bank. The focus must be about enabling people to work, live, cook etc;
- Possible links with Norwich market should be encouraged to develop cooperative approaches to businesses within that space;
- It was suggested that an empty market stall had the potential to be used for promoting the idea of co-operatives.

A committee member said that generating enthusiasm for cooperatives may prove difficult within the city centre. It had often been rural communities where development of local business was more important to the local economy where co-operatives had thrived.

The policy, performance and partnerships manager said that there was a need to closely examine resource available within the council to properly understand the level of work that could be undertaken by council employees to support the development of co-operatives in this way.

Councillors were advised to send any additional suggestions regarding developing the cooperative work to the policy, performance and partnerships manager. Members agreed to also copy in Councillor Herries to any such emails, enabling her to maintain an overview of any such suggestions.

RESOLVED to:-

recommend to cabinet:

1. That representation be made and consideration given to asking that both the Local Enterprise Partnership (LEP) and Greater Norwich Growth Board (GNGB) to include co-operative business representation;
2. That the LEP be approached to support use of development funds to support co-operative within the Norwich economy;

3. That when considering the broader transformation process and meeting the required savings targets consideration be given to how to actively support co-operative service or asset provision with particular examples around pubs and energy supply;
4. To consider how the existing grants and commissioning process could support co-operatives and community interest company models as well as the current voluntary sector grant models;

report to scrutiny via the tracker:

1. The current offer (both supported by and being offered independent of the council) for new co-operative business start-up and support; and,
2. Officers to consider supporting an event to facilitate flow of information of advice to support new and existing co-operative business models
3. To make members aware of national or regional evidence on the impact of co-operative models on supporting local economies.

CHAIR

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE OFFICER, CABINET PORTFOLIO COUNCILLOR or ORGANISATION	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
6 July 2015	Quarter 4 performance monitoring (14/15)	Cllr Alan Waters, Russell O'Keefe and Phil Shreeve	Identification of any causes for concern and note successes arising from this 6 monthly review of performance monitoring data
6 July 2015	Establishing a local housing company	Cllr Bert Bremner and David Moorcroft	Pre-scrutiny of the report going to cabinet that outlines arrangements for the council towards establishing a local housing company to allow the council to take forward housing development in Norwich.
6 July 2015	Update from May meeting of the Norfolk county health overview and scrutiny committee	Steve Goddard	For the committee to note the work of NHOSC and comment on any implications for Norwich residents for the rep to take back to the next NHOSC meeting.
16 July 2015	Update of the rep for the Norfolk county health overview and scrutiny committee	Cllr Sandra Bogelein	A brief Oral update of the meeting of NHOSC that was held earlier in the day at county hall. (A written update will be available at the September meeting along with the September update)
16 July 2015	Overview of DWP sanctions	Phil Shreeve	To look at how the council can work with partners to help those who may be affected with a particular focus on young people and the homeless.

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE ORGANISATION OFFICER CABINET PORTFOLIO COUNCILLOR	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
16 July 2015	Benefits processing times	Anton Bull, LGSS and Cllr Alan Waters	To address the performance levels towards improving the average processing time for new housing benefit and council tax reduction scheme claims.
17 September 2015	Update of the rep for the Norfolk county health overview and scrutiny committee (July & Sept report)	Cllr rep and Steve Goddard	For the committee to note the work of NHOSC and comment on any implications for Norwich residents for the rep to take back to the next meeting of NHOSC
17 September 2015	Looking at the co-operative agenda in local government	Cllr Alan Waters, Russell O'Keefe and Phil Shreeve	Looking at co-operative innovations and solutions and suggestions for how Norwich might benefit. (Subject to final agreement over scope)
15 October 2015	Assessment of the corporate plan against the programme of the new government	Cllr Alan Waters, Russell O'Keefe and Phil Shreeve	To gain an overview of the new governments programme and any implications this may have for the council's corporate plan
15 October 2015	Transformation programme for the Council	Cllr Alan Waters and Russell O'Keefe	For the scrutiny committee to comment on and make suggestions towards the development of the council's programme for transformation

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE ORGANISATION OFFICER CABINET PORTFOLIO COUNCILLOR	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
12 November 2015	Quarter 2 performance monitoring (15/16)	Cllr Alan waters, Russell O'Keefe and Phil Shreeve	Identification of any causes for concern and note successes arising from this 6 monthly review of performance monitoring data
12 November 2015	Review of community space - update on progress	Cllr Keith Driver, Russell O'Keefe and Bob Cronk	A report back to the scrutiny committee on how work has progressed since the task and finish group.
12 November 2015	Update of the rep for the Norfolk county health overview and scrutiny committee (Oct report)	Councillor rep and Steve Goddard	For the committee to note the work of the HOSC and comment on any implications for Norwich residents for the residents for the rep to take back to NHOSC
12 November 2015	Update on the delivery of the work plan for the building social inclusion and capital in Norwich project	Cllr Keith Driver and Russell O'Keefe	For the committee to receive and note a briefing paper as an update on progress at this early stage in the work.
17 December 2015	Transformation programme for the Council	Cllr Alan Waters and Russell O'Keefe	Ongoing scrutiny to consider the development of the transformation programme.
17 December 2015	Annual equality information report	Cllr Vaughan Thomas and Phil Shreeve	Pre scrutiny of the report before it goes to cabinet

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE ORGANISATION OFFICER CABINET PORTFOLIO COUNCILLOR	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
17 December 2015	Update of the rep for the Norfolk county health overview and scrutiny committee (Dec report)	Councillor rep and Steve Goddard	For the committee to note the work of the NHOSC and comment on any implications for Norwich residents for the rep to take back to NHOSC
28 January 2016	Pre-scrutiny of the proposed policy and budget frame work	Cllr Alan Waters, Russell O'Keefe and Justine Hartley	To make suggestions to cabinet regarding the proposed budget's ability to deliver the council's overarching policy and look into how tenants can use communal areas
28 January 2016	(Environmental strategy) Yearly update on the progress statement	Cllr Bert Bremner, Richard Willson and David Moorcroft	Identification of any issues to consider and note successes and progress reported in the progress statement
25 February 2016	Verge and pavement issues	Cllr Bert Bremner, David Moorcroft and Andy Ellis	Pre- scrutiny of the cabinet report on a review of verge and pavement issues
25 February 2016	Update of the rep for the Norfolk county health overview and scrutiny committee	Councillor rep and Steve Goddard	For the committee to note the work of the NHOSC and comment on any implications for Norwich residents for the rep to take back to NHOSC

17 March 2016	Annual review of scrutiny	Cllr James Wright and Steve Goddard	To agree the annual review of the scrutiny committee's work 2015 to 2016 and recommend it for adoption of the council
17 March 2015	Academies		(Subject to final agreement over scope)

Scrutiny committee tracker

2015 – 2016

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
11 June 2015	Verge and pavement issues	Andy Watt	For the scrutiny committee members to receive an update on progress regarding verge and pavement issues raised at earlier meetings.	Members received an email update from the head of city development services on 12 June reporting on the current position. The scrutiny committee will also be pre scrutinising a report that will cover the review of verge and pavement issues at the 25 February 2016 meeting.
11 June 2015	Best practice in tackling transphobic hate crimes	Bob Cronk	For the head of neighbourhood services to provide an update and information as an email briefing to the scrutiny committee	Ongoing
11 June 2015	The council's consultation process	Nikki Rotsos	For a briefing paper to be circulated, for scrutiny members to gain an overview and understanding of the council's current work in this area.	Ongoing

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
11 June 2015	The communications approach of the scrutiny committee	Chair of scrutiny and Nikki Rotsos	To make this an ongoing piece of work with a view to make suggestions on how members advertise and publicise their work.	Ongoing
6 July 2015	Self-esteem and aspirations task and finish group; annual update	Russell O'Keefe	Future updates on the progress being made with the work programme, as a result of the self-esteem and aspirations task and finish group.	Expected to be in spring 2016.
6 July 2015	Quarter 4 performance monitoring (14/15)	Tracy John and Chris Haystead	HCH5 states that our target is to prevent 50% of people who contact us to become homeless: Could it be clarified why this target is so low?	We needed to factor in the challenging environment for homelessness and prevention. While current performance is good, we are working at our optimum within existing resources. As such, shifting external factors (further welfare reform, effect of cuts to services by partner organisations etc) will potentially limit our effectiveness and performance. Therefore, the 50% target is both realistic and challenging. In addition, this would be very good performance compared to most local authorities.

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
6 July 2015	Quarter 4 performance monitoring (14/15)	Chris Haystead	HCH8 the target has reduced from 87% to 77% why is that? Has satisfaction with the housing service gone down?	Satisfaction with the housing service has actually improved considerably. It has increased by over 11% between our survey in 2013 and the one carried out this year, taking overall satisfaction to 81%. This puts us the 3rd best in the country in terms of large local authority landlords. However, the previous target of 87% was unrealistic and we need to ensure targets strike the right balance between being realistic and challenging. As you will be aware, targets are then reviewed each year.
		Russell O'Keefe	VFM3 – the target has reduced why is that?	As set out above we need, to ensure targets strike the right balance between being realistic and challenging and 85% had gone beyond challenging to unrealistic.
		Anton Bull	VFM6: how has this measure been revised?	This is a composite of the 4 main elements of council income collected - council tax, NNDR, housing rent and sundry income. Prior to 2012 we had “in-year” collection targets for council tax and NNDR of 96.5% and 98.2%. In measuring the “% of income owed to the council collected” for the 2012-15 corporate plan the amount of council tax

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
6 July 2015	Quarter 4 performance monitoring (14/15)		VFM6: how has this measure been revised? (continued)	and NNDR we had actually collected was taken as a percentage of the amount we expected to collect. In that regard it was actually a percentage of the target percentage not a percentage of the “total amount”. For the new corporate plan we have aimed to simplify this. So now, the % of council tax and NNDR collected are as a percentage of the total amount not the expected amount. (N.B. In year the monthly “amount due” still has to be estimated as there isn’t an actual monthly amount due. This is modelled based on typical collection rates from previous years. However, this builds towards a percentage of the total amount due for the year).The target for this has therefore been reduced from 96% to 95% as the change has resulted in the denominator (amount due) getting bigger.

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
6 July 2015	Quarter 4 performance monitoring (14/15)	Adrian Akester	With regards to the effect of the waste officers door knocking: has there been a pre/post comparison with regards to uptake of recycling, general waste reduction and use of food waste, thus a comparison of numbers before the door knocking and afterwards?	Door knocking was one small part of a much wider and concerted strategy to increase recycling etc. However, pre – implementation of this overall strategy recycling rates were 18% and are obviously now 36%.

FORWARD AGENDA: CABINET, COUNCIL, SCRUTINY AND COMMITTEES and MEMBER BRIEFINGS 2015 – 2016



NORWICH
City Council

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
CABINET 29 SEP 2015	Borrowing agreement to use future Community Infrastructure Levy revenues to support delivery of strategic infrastructure including the Norwich Northern Distributor Road	To consider the proposed legally binding borrowing agreement to use future Community Infrastructure Levy (CIL) revenues to fund costs associated with the delivery of strategic infrastructure projects, including the Norwich Northern Distributor Road (NDR).	Cllr Waters Justine Hartley Chief Finance Officer EXT: 2440		Dave Moorcroft	PH	No
COUNCIL 29 SEP 2015	Borrowing agreement to use future Community Infrastructure Levy revenues to support delivery of strategic infrastructure including the Norwich Northern Distributor Road	To consider the proposed legally binding borrowing agreement to use future Community Infrastructure Levy (CIL) revenues to fund costs associated with the delivery of the Norwich Northern Distributor Road (NDR).	Cllr Waters Justine Hartley Chief Finance Officer EXT: 2440		Dave Moorcroft	PH	No

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
COUNCIL 29 SEP 2015	Treasury Management Full Year Review 2014/15	To set out the treasury management performance for the year to 31 March 2015.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Philippa Dransfield chief accountant EXT 2562		Justine Hartley	PH	NO
CABINET 7 OCT 2015	Revenue budget monitoring 2015/16 period 5	To provide an update on the current financial position, the forecast outturn for the year 2015-16, and the consequent forecast of the general fund and housing revenue account balances.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Neil Wright Service accountant EXT 2498		Justine Hartley	PH	NO
CABINET 7 OCT 2015	Proposed car park fees and charges.	To seek approval for proposed tariff changes to off-street car parks.			Dave Moorcroft		NO
CABINET 7 OCT 2015	Managing Assets - KEY DECISION	To consider the disposal of individual property assets currently held by the council.	Cllr Stonard Andy Watt Head of city development services EXT 2691 David Rogers Client property and parking		Dave Moorcroft	PH	YES

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
			manager EXT 2463				
CABINET 7 OCT 2015	Sites to be developed for the affordable homes programme - KEY DECISION	To approve the disposal of the sites and to invite registered provider partners to bid for the package of sites which will be developed for affordable housing	Cllr Harris Debbie Gould Senior housing development officer EXT 2851 Andy Watt Head of city development services EXT 2691		Dave Moorcroft	PH	YES (Para. 3)
CABINET 7 OCT 2015	Open space and play supplementary planning document - Adoption	To consider adopting the Open space and play supplementary planning document to support policies in the statutory development plan for Norwich	Cllr Bremner - environment and sustainable development; Graham Nelson - head of planning services		Dave Moorcroft	PH	NO
CABINET 7 OCT 2015	Air Quality Action Plan - KEY DECISION	To confirm an action plan for the city centre air quality management area	Cllr Bremner Andy Watt Head of city development services EXT 2691		Dave Moorcroft		NO
CABINET 7 OCT 2015	Award of contract for loft and cavity wall Insulation.	To advise of the procurement process for the loft and cavity wall insulation contract and seek approval to award the contract to the selected supplier.	Cllr Stonard Tracy Woods Business relationship and		Anton Bull	PH	NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
			procurement manager EXT 2140 Gillian Newton - Contract Officer EXT 2169				
CABINET 7 OCT 2015	Housing Development company- finance and land for Three Score phase 2 – KEY DECISION	To agree to transfer the land and finance the housing development company to enable the development of Three Score phase 2	Cllr Stonard Gwyn Jones City Growth and Development Manager EXT 2364		Dave Moorcroft	PH	NO
CABINET 7 OCT 2015	Home Options allocation policy refresh	To consider adoption of an updated Home Options allocation policy	Cllr Harris Tracy John Head of Housing EXT 2939 Chris Haystead Housing Options manager EXT 2936		Russell O'Keefe	PH	NO
CABINET 7 OCT 2015	Transformation programme	To consider the Transformation Programme.	Cllr Waters Russell O'Keefe Executive head of strategy, people and neighbourhoods EXT 2908		Russell O'Keefe		YES (PARA 3)
CABINET	Review of the	To consider the Neighbourhood	Cllr Driver		Russell		YES

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
7 OCT 2015	Neighbourhood Model	Model.	Russell O'Keefe Executive head of strategy, people and neighbourhoods EXT 2908		O'Keefe		(PARA 3)
CABINET 7 OCT 2015	HRA Business Plan	To consider the HRA Business Plan.	Cllr Harris Russell O'Keefe Executive head of strategy, people and neighbourhoods EXT 2908		Russell O'Keefe		NO
CABINET 7 OCT 2015	Local plan implementation issues resulting from the housing standards review	To approve revised Local Plan advice and information notes to take account of the housing standards review	Cllr Bremner, Graham Nelson Michael Burrell planning policy team leader, EXT: 2525		Dave Moorcroft		NO
CABINET 7 OCT 2015	Treasury Management Strategy – loans to third parties – KEY DECISION	To consider changes to the Treasury Management Strategy relating to loans to third parties	Cllr Stonard, Justine Hartley Chief finance officer EXT 2440, Andy Watt Head of city development services EXT: 2691		Justine Hartley		Yes

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
CABINET 7 OCT 2015	Use of right to buy one for one receipts - KEY DECISION	To consider the use of right to buy one for one receipts	Cllr Bremner Cllr Stonard Andy Watt Head of city development services EXT 2691 Andrew Turnbull senior development officer (enabling) EXT 2778 Justine Hartley Chief finance officer EXT 2440		Justine Hartley	PH	NO
CABINET 7 OCT 2015	Greater Norwich Growth Programme 2016-7	To recommend to Council the approval of the Greater Norwich Growth Programme for 2016-7	Cllr Waters Gwyn Jones City Growth and Development Manager EXT 2364				NO
SCRUTINY 15 OCT 2015	Assessment of the corporate plan against the programme of the new government	To gain an overview of the new governments programme and any implications this may have for the council's corporate plan	Cllr Alan Waters Phil Shreeve Policy and performance manager		Russell O'Keefe		
SCRUTINY	Transformation	For the scrutiny committee to	Cllr Alan Waters		Russell		NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
15 OCT 2015	programme for the Council	comment on and make suggestions towards the development of the council's programme for transformation			O'Keefe		
CABINET 4 NOV 2015	Reducing Inequalities Action Plan	To consider the updated Reducing Inequalities Action Plan.	Cllr Thomas Russell O'Keefe Executive head of strategy, people and neighbourhoods EXT 2908		Russell O'Keefe		NO
CABINET 4 NOV 2015	Healthy Norwich action plan – KEY DECISION	To consider the Healthy Norwich action plan	Cllr Harris Russell O'Keefe Executive head of strategy, people and neighbourhoods EXT 2908		Russell O'Keefe		No
CABINET 4 NOV 2015	Revenue budget monitoring 2015/16 period 6	To provide an update on the current financial position, the forecast outturn for the year 2015-16, and the consequent forecast of the general fund and housing revenue account balances	Cllr Stonard Justine Hartley, chief finance officer EXT 2440 Neil Wright, Service accountant EXT 2498		Justine Hartley	PH	NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
CABINET 4 NOV 2015	Adoption of the greater Norwich homelessness strategy 2015-20 – KEY DECISION	To consider adoption of a homelessness strategy for greater Norwich, following public consultation	Cllr Harris Chris Hancock Housing strategy officer EXT 2852 Andy Watt Head of city development services EXT 2691		Dave Moorcroft	PH	NO
CABINET 4 NOV 2015	Capital budget monitoring 2015/16 quarter 2	To update cabinet on the financial position of the capital programmes	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Shaun Flaxman group accountant EXT 2805		Justine Hartley	PH	NO
CABINET 4 NOV 2015	Push the Pedalways – appropriation of council-owned land for adoption as highway	To consider the appropriation of several sections of pathway and associated infrastructure on City Council-owned land for adoption as public highway to form part of the pink pedalway	Cllr Bremner Cllr Stonard Andy Watt Head of city development services EXT: 2691 Ben Webster Design, Conservation and Landscape Manager		Dave Moorcroft	PH	NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
CABINET 4 NOV 2015	Managing Assets - KEY DECISION	To consider the disposal of individual property assets currently held by the council.	EXT: 2518 Cllr Stonard Andy Watt Head of city development services EXT 2691 David Rogers Client property and parking manager EXT 2463		Dave Moorcroft	PH	YES
CABINET 4 NOV 2015	Housing Development Company- Business plan.	To consider the business plan of the housing development company.	Cllr Stonard Gwyn Jones City Growth and Development Manager EXT 2364 Andy Watt, Head of City Development Services EXT 2691		Dave Moorcroft		NO
CABINET 4 NOV 2015	Housing Development Company- Business plan. APPENDIX	To consider the business plan of the housing development company.	Cllr Stonard Gwyn Jones City Growth and Development Manager EXT 2364 Andy Watt, Head		Dave Moorcroft		YES

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
			of City Development Services EXT 2691				
SCRUTINY 12 NOV 2015	Quarter 2 performance monitoring (15/16)	Identification of any causes for concern and note successes arising from this 6 monthly review of performance monitoring data	Cllr Alan waters, Russell O'Keefe and Phil Shreeve		Russell O'Keefe		
SCRUTINY 12 NOV 2015	Review of community space - update on progress	A report back to the scrutiny committee on how work has progressed since the task and finish group.	Cllr Keith Driver, Russell O'Keefe and Bob Cronk		Russell O'Keefe		
SCRUTINY 12 NOV 2015	Update of the rep for the Norfolk county health overview and scrutiny committee (Oct report)	For the committee to note the work of the HOSC and comment on any implications for Norwich residents for the residents for the rep to take back to NHOSC	Councillor rep and Steve Goddard		Russell O'Keefe		
SCRUTINY 12 NOV 2015	Update on the delivery of the work plan for the building social inclusion and capital in Norwich project	For the committee to receive and note a briefing paper as an update on progress at this early stage in the work.	Cllr Keith Driver and Russell O'Keefe		Russell O'Keefe		
COUNCIL 24 NOV 2015	Housing Development Company- finance for Three Score Phase 2	To agree additional funding in the council's capital programme for Three Score phase 2.	Cllr Stonard Gwyn Jones City Growth and Development Manager		Dave Moorcroft	PH	NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
			EXT 2364				
COUNCIL 24 NOV 2015	Greater Norwich Growth Programme 2016-7.	To approve the Greater Norwich Growth Programme for 2016-7.	Cllr Waters Gwyn Jones City growth and development manager EXT: 2364.				
CABINET 9 DEC 2015	Heritage interpretation supplementary planning document - Adoption	To consider adopting the Heritage interpretation supplementary planning document to support policies in the statutory development plan for Norwich	Cllr Bremner Graham Nelson Head of planning services		Dave Moorcroft		NO
CABINET 9 DEC 2015	Revenue budget monitoring 2015-16 period 7	To provide an update on the current financial position, the forecast outturn for the year 2015-16, and the consequent forecast of the general fund and housing revenue account balances.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Neil Wright Service accountant EXT 2498		Justine Hartley	PH	NO
CABINET 9 DEC 2015	Treasury Management Mid-Year Review 2015-16	To advise of the treasury management performance for the first six months of the financial year to 30 September 2015.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Philippa Dransfield chief accountant		Justine Hartley	PH	NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
			EXT 2562				
CABINET 9 DEC 2015	Mountergate West phase 2 – KEY DECISION	To approve the entering into collaboration agreement with the Great Hospital to take forwards the development of housing on the Mountergate West site.	Cllr Harris Andy Watt Head of city development services EXT 2691 Gwyn Jones City growth and development manager EXT 2364		Dave Moorcroft	PH	YES (Paragraph 3)
CABINET 9 DEC 2015	Managing Assets - KEY DECISION	To consider the disposal of individual property assets currently held by the council.	Cllr Stonard Andy Watt Head of city development services EXT 2691 David Rogers Client property and parking manager EXT 2463		Dave Moorcroft	PH	YES
SCRUTINY 17 DEC 2015	Transformation programme for the Council	Ongoing scrutiny to consider the development of the transformation programme.	Cllr Alan Waters and Russell O'Keefe		Russell O'Keefe		
SCRUTINY 17 DEC 2015	Annual equality information report	Pre scrutiny of the report before it goes to cabinet	Cllr Vaughan Thomas and Phil Shreeve		Russell O'Keefe		

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
SCRUTINY 17 DEC 2015	Update of the rep for the Norfolk county health overview and scrutiny committee	For the committee to note the work of the NHOSC and comment on any implications for Norwich residents for the rep to take back to NHOSC	Councillor rep and Steve Goddard				
CABINET 13 JAN 2016	Revenue budget monitoring 2015/16 period 8	To provide an update on the current financial position, the forecast outturn for the year 2015-16, and the consequent forecast of the general fund and housing revenue account balances.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Neil Wright Service accountant EXT 2498		Justine Hartley	PH	NO
CABINET 13 JAN 2015	Managing Assets - KEY DECISION	To consider the disposal of individual property assets currently held by the council.	Cllr Stonard Andy Watt Head of city development services EXT 2691 David Rogers Client property and parking manager EXT 2463		Dave Moorcroft	PH	YES
COUNCIL 26 JAN 2016							

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
SCRUTINY 28 JAN 2016	Pre-scrutiny of the proposed policy and budget frame work	To make suggestions to cabinet regarding the proposed budget's ability to deliver the council's overarching policy and look into how tenants can use communal areas	Cllr Alan Waters, Justine Hartley		Russell O'Keefe		
SCRUTINY 28 JAN 2016	(Environmental strategy) Yearly update on the progress statement	Identification of any issues to consider and note successes and progress reported in the progress statement	Cllr Bert Bremner, Richard Willson		David Moorcroft		
CABINET 3 FEB 2016	Revenue budget monitoring 2015/16 period 9	To provide an update on the current financial position, the forecast outturn for the year 2015-16, and the consequent forecast of the general fund and housing revenue account balances.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Neil Wright Service accountant EXT 2498		Justine Hartley	PH	NO
CABINET 3 FEB 2016	Capital budget monitoring 2015/16 quarter 3	To update cabinet on the financial position of the capital programmes	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Shaun Flaxman group accountant EXT 2805		Justine Hartley	PH	NO
CABINET 3 FEB 2016	General Fund revenue budget 2016-17 and capital programme	To set a budgetary requirement, council tax requirement and level of council tax for the financial year	Cllr Stonard Justine Hartley chief finance		Justine Hartley	PH	NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
	2016-17 to 2020-21	2015/16 and to approve the capital programme 2016-17 to 2020-21.	officer EXT 2440				
CABINET 3 FEB 2016	Housing rents and budgets 2016-17	To consider the housing revenue account budget for 2016-17, council housing rents for 2016-17, the prudent minimum level of HRA reserves 2016-17, the housing capital plan 2016-17 to 2020-21; and the housing capital programme 2016-17.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Shaun Flaxman group accountant EXT 2805		Justine Hartley	PH	NO
CABINET 3 FEB 2016	Treasury Management Strategy 2016-17	To consider the council's prudential indicators for 2016-17 through to 2018-19 and set out the expected treasury operations for this period.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Philippa Dransfield chief accountant EXT 2562		Justine Hartley	PH	NO
CABINET 3 FEB 2016	Managing Assets - KEY DECISION	To consider the disposal of individual property assets currently held by the council.	Cllr Stonard Andy Watt Head of city development services EXT 2691 David Rogers Client property and parking manager EXT 2463		Dave Moorcroft	PH	YES

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
COUNCIL 16 FEB 2016	General Fund revenue budget 2016/17 and capital programme 2016/17 to 2020/21	To propose for approval the budget and budgetary requirement, council tax requirement, level of council tax, and non-housing capital programme, for the financial year 2015-16 and the non-housing capital plan 2015-16 to 2019-20	Cllr Stonard Justine Hartley chief finance officer EXT 2440		Justine Hartley	PH	NO
COUNCIL 16 FEB 2016	Housing rents and budgets 2016-17	To propose for approval the Housing Revenue Account (HRA) budget for 2016-17, council housing rents for 2016-17, the prudent minimum level of HRA reserves 2016-17, the housing capital plan 2016-17 to 2020-21; and the capital programme 2016-17	Cllr Stonard Justine Hartley chief finance officer EXT 2440		Justine Hartley	PH	NO
COUNCIL 16 FEB 2016	Treasury Management Strategy 2016-17	To outline the council's prudential indicators for 2015-16 through to 2017-18 and set out the expected treasury operations for this period.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Philippa Dransfield chief accountant EXT 2562		Justine Hartley	PH	NO
SCRUTINY 25 FEB 2016	Verge and pavement issues	Pre- scrutiny of the cabinet report on a review of verge and pavement issues	Cllr Bert Bremner, and Andy Ellis		David Moorcroft		

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
SCRUTINY 25 FEB 2016	Update of the rep for the Norfolk county health overview and scrutiny committee	For the committee to note the work of the NHOSC and comment on any implications for Norwich residents for the rep to take back to NHOSC	Councillor rep and Steve Goddard				
CABINET 9 MAR 2016	Revenue budget monitoring 2015-16 period 10	To provide an update on the current financial position, the forecast outturn for the year 2015-16, and the consequent forecast of the general fund and housing revenue account balances.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Neil Wright Service accountant EXT 2498		Justine Hartley	PH	NO
CABINET 9 MAR 2016	Proposed write off of bad debt	To provide an update regarding the write off of non- recoverable debt.	Cllr Stonard Justine Hartley chief finance officer EXT 2440 Carole Jowett revenues and benefits operations manager EXT 2684		Justine Hartley	PH	NO
CABINET 9 MAR 2016	Managing Assets - KEY DECISION	To consider the disposal of individual property assets currently held by the council.	Cllr Stonard Andy Watt Head of city development services		Dave Moorcroft	PH	YES

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Date report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
			EXT 2691 David Rogers Client property and parking manager EXT 2463				
SCRUTINY 17 MAR 2016	Annual review of scrutiny	To agree the annual review of the scrutiny committee's work 2015 to 2016 and recommend it for adoption by the council	Cllr James Wright and Steve Goddard				
COUNCIL 22 MAR 2016							

Norwich City Council
SCRUTINY COMMITTEE

Item No 6

REPORT for meeting to be held on 15 October 2015

Assessment of the corporate plan against the programme of the new government

Summary:

This report considers how some of the information announced in the government's summer budget on 08 July 2015 may impact on key corporate activity

Conclusions:

At this stage it is difficult quantify and clarify the exact impacts upon council business. As details emerge, especially around the autumn statement and financial settlement, so existing plans, budgets and the medium term financial strategy will need to be kept under review

Recommendation:

Scrutiny are asked to consider the implications and suggest any other areas of particular concern within the key activities outlined in the Corporate Plan 2015-20. Scrutiny may wish to recommend to Cabinet areas where possible implications should be most carefully be monitored.

Contact Officer:

Russell O'Keefe, Executive head of strategy, people and neighbourhoods, 01603 212908

Report

Background

1. The [summer budget](#) was announced on 08 July 2015. This introduced or proposed a number of changes in national policy. Further details of public expenditure are planned for the autumn statement (currently due 25 November 2015). It is anticipated that unprotected areas of spending will model 25% and 40% reductions to meet the budget commitment of an estimated reduction of £13 billion by 2019/20.
2. What is not yet known is the amount of either our financial settlement or the date on which we will be notified. In terms of finances to deliver the priorities within the corporate plan for the next four years these pieces of information are critical. However, we have included some prudent assumptions within the medium term financial strategy (MTFS), that are guiding our 5 year transformation programme, which may need revising once the actual figures are known. If the reality is far worse than we have assumed then will need to bring forward additional options for savings forward quickly. We have a number of options for this.
3. Consequently we do not at this stage know how any financial settlement will exactly impact our recently approved [Corporate Plan](#) priorities for 2015/2020 beyond those examined in the other report to this committee on the transformation programme.
4. We do have an understanding of some of the wider implications upon residents of the city and some service specific implications where spelt out in the budget statement.

Council housing

5. From 2016 council rents will be reduced by 1% for each of the next four years. This will also apply to registered provider (RP) rents.
6. As part of the financial modelling of the Housing Revenue Account certain assumptions were made about affordable rent increases to support, for example, improvements to the housing stock and new build. Consequently a 1% per annum reduction will actually reduce the anticipated income by a higher percentage as an increase is built into the business plan. At this stage the details are being worked through to better understand the levels of service, new build and / or improvements affordable within a much reduced level income.
7. A national review of secure tenancies is planned with an assumption that “lifetime tenancies” will no longer be the norm. This is contrary the approach the council has been following up to now.
8. Council tenants earning upwards of £30,000 may be subject to a higher “market” rent. It is unclear at this stage if this is tapered and how high and for how long such rents should go. By way of context a two adult household where both parties work 40 hours per week on the new “national living wage” rate of £7-20 per hour would have a gross annual income of about £50 below this threshold. This will potentially result in affordability issues for tenants and put additional pressure on our income

collection, debt and money advice services and wider work to reduce inequalities.

Other housing and housing benefits

9. The 1% reduction is also likely to impact new build by RPs. Consequently targets around new build and especially affordable new build may come under significant pressure.
10. Changes to the Right To Buy and possible enforced sale of more valuable local housing may also significantly affect the ability to house residents.
11. From 2017 new Universal Credit claims from those aged 18 to 21 will, with some exceptions, exclude a housing element i.e. effectively removing housing benefit from this age group. Consequently the ability to obtain or retain a tenancy will become increasingly difficult for those out of work or falling out of short term work
12. It is anticipated that nationally there will be a short term at least increase in Discretionary Housing Payments, which should help us to provide short term emergency support for those most at risk of losing a home. However the local awards are not yet known and neither is the level of future demand

Welfare benefits, tax credits and wages

13. There are a number of headline changes to the benefit, tax and income regime. These will impact (some positive, some negative) many low income households and therefore their ability to support themselves, pay bills and the need for advice and support.
14. The new “national living wage” represents an increase to the national minimum wage but is still below that level set by the Living Wage Foundation (to which we are signed up). Increases will likely benefit households without tax credits or children who are at or near current minimum wage pay.
15. Changes to tax credits will however likely more than offset increases in basic wages and personal allowances for many households who rely on tax credits and other benefits which are to be frozen for four years.
16. We suggest that as well as impacting families and possibly increasing demand for advice and support services it may also take money out of the local economy and be a risk to the types of business most used by low income households.

Ongoing assessment and planning

17. Once more information is known on a number of these changes a more detailed picture can be prepared. We are continuing to model and assess the impacts of all these changes on the City and the Council so that we prepare as best we can and reshape approaches and services accordingly.

