

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

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12/02/09	<b>Quarterly Performance Data</b>	Cllrs Morphew 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
12/02/08	<b>Pre Budget Scrutiny</b>	Cllr Morphew Head of Fin Servs and Deputy CE	Plans and strategies that are deliverable and beneficial for the City	All 3 Headline Priorities	That the Draft Budget is consistent with strategies, priorities and spending plans	Pre – Scrutiny at Committee	Annually
12/03/09	<b>Equality Strategy- Level 2</b>	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
12/03/09	<b>Castle Gardens</b>	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

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09/04/09	<b>Safer Norwich Partnership Six Monthly Performance Data (provisional)</b>	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	<b>Housing Rent Arrears (Six Monthly Update)</b>	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
09/04/09	<b>Choice Based lettings – Experience of unsuccessful applicants</b>	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	<b>Innovative Delivery of Council Services</b>	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

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21/05/09	<b>Quarterly Performance Data</b>	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	<b>Future Burial Provision for Norwich</b>	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
10/09/09	<b>Bus Services Performance Monitoring</b>	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

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08/10/09	<b>Heartsease Academy – follow up</b>	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	<b>City Wide Parking Permits &amp; Blue Badge Provision</b>	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
<b>Item on all Scrutiny agendas</b>	<b>Scrutiny Committee Work Programme</b>	<b>Cllr Stephenson &amp; Scrutiny Officer</b>	<b>Helping the City Reach Its Full Potential &amp; Improving Services</b>	<b>All 3 Headline Priorities</b>	<b>Keep the programme of topics for Scrutiny under review</b>	<b>At Committee</b>	<b>on going each month</b>

## Executive Forward Agenda

Allocated Items							
Meeting	Report	Purpose	Director Approved	Rec'd	Mangement Clearance <ul style="list-style-type: none"> <li>• CMT</li> <li>• Capital Mang Board</li> <li>• DMY</li> <li>• PiMB</li> <li>• Growth Board</li> </ul>	Informal Executive Briefing (IE) or Portfolio Holder (PH)	Final Approval
Items for next Civic Year							
<b>EXEC 21 Jan</b> <i>Moved from 7 Jan</i>	Budget Monitoring April – Nov 08	To update members on budget monitoring to 30 Nov 08	Hd of Finance – Mark Smith			PH	
<b>EXEC 21 Jan</b> <i>Moved from 29 Oct 26 Nov 10 Dec</i>	Property Asset Management Plan	To report on the housing and non-housing property asset portfolios	Regeneration and Devpt - Chris Dady			PH	
<b>EXEC 21 Jan</b>	Evaluation of the Neighbourhood Management Pilots	To report the results of the evaluation of the two neighbourhood management pilot programme	Hd of Community Services/ Bob Cronk			IE 14 Jan	

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<b>EXEC 21 Jan</b>  <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			<b>IE 17 Dec</b>	
<b>EXEC 21 Jan</b>	Independent Commission for Older People	For inform members of the Older People Commission findings	Dir of Transformation			<b>PH</b>	
<b>EXEC 21 Jan</b>	Regional Spatial Strategy GNDP	To approve the Regional Spatial Strategy	Regen and Devpt – Jerry Massey			<b>IE 14 Jan</b>	

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<b>EXEC 21 Jan</b>	Argyle Street <b>EXEMPT REPORT</b>	To inform members of structural defects found at 19 properties	Regen and Devpt – Jerry Massey			<b>IE 17 Dec</b>	
<b>EXEC 21 Jan</b>	CityCare Services Re-Provisioning Strategy <b>EXEMPT REPORT</b>	To approve the strategy for the re-provisioning of the current CityCare services,	Deputy CEO – Anton Bull			<b>PH</b>	
<b>EXEC 4 Feb</b>							
<b>EXEC 18 Feb</b>	Housing Rents: Legislation and Financial Issues	To set rents	Ass Dir Neighbourhood Development			<b>IE 11 Feb</b>	
<b>EXEC 18 Feb</b>	Contract Renewal <b>EXEMPT REPORT</b>		Neighbourhood Development – Jerry Massey			<b>PH</b>	
<b>EXEC 18 Feb</b>	Budget Monitoring	To update members on budget monitoring 9 mths to 31 Dec 08	Hd of Finance			<b>PH</b>	



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<b>EXEC 18 Feb</b>	Budget & Policy Framework & Service Plans	To set out Budget & Policy Framework	CEO			<b>PH</b>	
<b>EXEC 18 Feb</b>	Budget 2009/10 General Fund	To recommend to Council setting of budgetary requirement level of Council Tax	Hd of Finance			<b>PH</b>	
<b>EXEC 18 Feb</b>	Capital Strategy	Recommend updated Capital Strategy to Council	Hd of Finance			<b>PH</b>	
<b>EXEC 18 Feb</b>	Non Housing Capital Plan 2009-2013 & Non Hsg Capital Prog	To review Non Capital Plan & Non Hsg Capital Prog	Hd of Finance			<b>PH</b>	

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<b>EXEC 18 Feb</b>	HRA Account 2009/10	HRA budgets for 2009/10	Hd of Finance			<b>PH</b>	
<b>EXEC 18 Feb</b>	Council Rents & Other Charges	To set options for rents & other charges	Ass Dir – Comm Neigh			<b>PH</b>	
<b>EXEC 18 Feb</b>	Housing Capital Programme	To review Hsg Capital Programme	Hd of Finance			<b>PH</b>	
<b>EXEC 4 March</b>	Community Engagement Strategy <b>Key Decision</b>	To approve the Community Engagement Strategy	Neighbourhood Development – Bob Cronk			<b>PH</b>	
<b>EXEC 4 March <i>moved from 21 Jan 18 Feb</i></b>	GNDP Economic Strategy	To sign off the strategy	Regeneration & Development – Sharon Quantrell			<b>PH</b>	

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<b>EXEC 4 March</b> <i>Moved from 18 Feb</i>	Draft Implementation Plan for Local Authority Carbon Management	To agree the draft LACM	Dir of Transformation			<b>PH</b>	
<b>EXEC 18 March</b>	Equalities Standard – Draft Level 2 Assessment	To approve the draft level 2 assessment.	Dir of Transformation			<b>PH</b>	
<b>EXEC 8 April</b>							
<b>EXEC 27 April</b>							
<b>EXEC 27 May</b>	Quarter 4 2008/09 Performance Monitoring	To provide monitoring information on performance	Director of Transformation			<b>PH</b>	

## Executive Forward Agenda

Unallocated Items			
Meeting	Report	Purpose/Comments	Directorate
EXEC	Decent Work Day (from a motion-30 Sept)	To ask Executive to put plans and time into	
EXEC	Local Advice Services (from a motion-30 Sept)	To ask Executive to review support	
EXEC	Transition Towns (from a motion-30 Sept)	Recommendations to be made to Executive by Climate Change Panel	Climate Change Panel/ Richard Willson- Environmental Strategy Manager
EXEC	Social Housing Motion (from a motion-25 Nov)	To ask Executive to action	
EXEC	Sustainable Communities Motion (from a motion-25 Nov)	To ask Executive to prepare proposals - Required by 31 July 09	
EXEC	Housing Communal Bins		Neighbourhood Development-Chris Rayner
EXEC	Affordable Housing SPD	To consider response to consultation and adopt the SPD	Regeneration & Development - LDF Working Party- Mike Burrell/Kris Reeve
EXEC	Regeneration Framework	Seeking approval to produce regeneration framework as basis for co-ordinating regeneration activity across the Council	Regeneration & Development Anne Bonsor

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EXEC	Mary Chapman Court	Options relating to the redevelopment of Mary Chapman Court	Neighbourhood Development- Kris Reeves
EXEC	Review of Garage Stack	To inform members of the garage stock review	Neighbourhood Development- Kris Reeves
EXEC	Wild Road	Options for Wild Road	Neighbourhood Development - Kris Reeves
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
EXEC	Single Status		Deputy CEO

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Meeting	Report	Purpose/Comments	Directorate
<b>EXEC &amp; SCRUT Mar?</b>	Staff Survey		Deputy CEO
<b>Exec</b>	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
<b>EXEC Post May</b>	Visit Norwich Ltd – Progress	Report on Progress	Communications and Cultural Services – Nikki Rotsos
<b>EXEC</b>	Whitlingham Link		Regeneration and Development - Andy Watt