

## OVERVIEW AND SCRUTINY COMMITTEE – ANNUAL WORK PROGRAMME 2019/20

Meeting	Topic	Lead Officer / Member	Objectives & desired outcomes	Time cycle
<b>June 2019</b>				
Scrutiny	<b>Sheringham Primary School Parking Interim Report</b>	Matt Stembrowicz	To seek approval for the Task & Finish Group to continue	
Cabinet Scrutiny Council	<b>Out-turn report</b>	Eric Seward Duncan Ellis	To make any recommendations to Council	Annual
Cabinet Scrutiny Council	<b>Treasury Management Annual Report</b>	Eric Seward Duncan Ellis	To make recommendations to Council	Annual
Cabinet Scrutiny	<b>Performance Management Q4</b>	Sarah Bütikofer Helen Thomas	To monitor the performance of the Council and make any necessary recommendations to Cabinet	Quarterly
Scrutiny	<b>Market Towns Initiative Working Group Update</b>	Matt Stembrowicz	To update the Committee on the progress of the Task and Finish group	
<b>July</b>				
Cabinet Scrutiny Council	<b>Debt Management Annual Report</b>	Eric Seward Sean Knight	To review the Report and make any necessary recommendations to Council	Annual
Scrutiny Council	<b>Overview &amp; Scrutiny Committee Annual Report 2018/19</b>	Matt Stembrowicz	Committee to approve and recommend to Council	Annual
Cabinet Scrutiny	<b>Enforcement Board Update</b>	Nick Baker Nigel Lloyd	To receive an update on the work of the Enforcement Board	Quarterly

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<b>September</b>				
Cabinet Scrutiny	<b>Budget Monitoring P4</b>	Eric Seward Duncan Ellis	To review the budget monitoring position	
Cabinet Scrutiny	<b>Performance Management Q1</b>	Sarah Bütikofer Helen Thomas	To monitor the performance of the Council and make any necessary recommendations to Cabinet	Quarterly
Cabinet Scrutiny Council	<b>Medium Term Financial Strategy</b>	Eric Seward Duncan Ellis		Annual – in advance of the Budget setting process for 2020/21
<b>October</b>				
<b>November</b>				
Cabinet Scrutiny	<b>Budget Monitoring P6</b>	Eric Seward Duncan Ellis	To review the budget monitoring position	
<b>December</b>				
Cabinet Scrutiny	<b>Performance Management Q2</b>	Sarah Bütikofer Helen Thomas	To monitor the performance of the Council and make any necessary recommendations to Cabinet	Quarterly
Cabinet Scrutiny Council	<b>Treasury Management Half-Yearly Report</b>	Eric Seward Duncan Ellis		
<b>January 2020</b>				
Cabinet Scrutiny Council	<b>2019/20 Base Budget and Projections for 2021/22 to 2022/23</b>	Eric Seward Duncan Ellis		

<b>Meeting</b>	<b>Topic</b>	<b>Lead Officer / Member</b>	<b>Objectives &amp; desired outcomes</b>	<b>Time cycle</b>
<b>February</b>				
Cabinet Scrutiny Council	<b>Treasury Strategy 2019/20</b>	Eric Seward Lucy Hume		Annual
Cabinet Scrutiny Council	<b>Capital Strategy</b>	Eric Seward Lucy Hume		Annual
Cabinet Scrutiny Council	<b>Investment Strategy</b>	Eric Seward Lucy Hume		Annual
<b>March</b>				
Cabinet Scrutiny	<b>Performance Management Q3</b>	Eric Seward Helen Thomas	To monitor the performance of the Council and make any necessary recommendations to Cabinet	Quarterly
Cabinet Scrutiny	<b>Budget Monitoring P10</b>	Eric Seward Duncan Ellis	To review the budget monitoring position	
<b>April</b>				
Cabinet Scrutiny Council	<b>Annual Action Plan</b>	Sarah Bütikofer Helen Thomas		

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<b>TBC</b>				
Scrutiny	<b>Meadow House Itteringham - Review</b>	Emma Duncan John Rest	To review the performance of the investment and consider the Council's future commercialisation strategy	Requested by Committee
Scrutiny	<b>Anglian Water Briefing</b>		To invite a representative of Anglian Water to provide a briefing charge increases and network improvements	Pre-Council briefing TBC
Scrutiny	<b>Recycling Rapid Review</b>	Nigel Lloyd Steve Hems Scott Martin	To carry-out a high level review into the recycling services of NNDC	TBC
Scrutiny	<b>Waste Contract Briefing/Update</b>	Nigel Lloyd Scott Martin	To provide an update on the current waste contract/service	Cyclical - Six monthly
Scrutiny	<b>Market Towns Initiative – process review</b>	Matt Stembrowicz Emma Denny David McGrath	To review the process of the MTI fund	TBC
Scrutiny	<b>Mental Health Update – Return Visit</b>	Sonia Shuter	To invite NHS representatives for a return visit to consider progress made with implementation of adult mental health strategy	TBC
Scrutiny	<b>Crime and Disorder Briefing</b>	PCC Lorne Green Supt Chris Harvey	To receive a briefing on crime and disorder in the district and act as the Council's crime and disorder Committee	Annual
Cabinet Scrutiny	<b>Enforcement Board Update</b>	Nick Baker		Quarterly (O&S Committee Cabinet Recommendation)