

## OVERVIEW AND SCRUTINY COMMITTEE – ANNUAL WORK PROGRAMME 2020/21

Meeting	Topic	Lead Officer / Member	Objectives & desired outcomes	Time cycle
<b>May 2020</b>				
Cabinet Scrutiny	<b>NNDC Covid-19 Response</b>	Sarah Butikofer Steve Blatch	To review the NNDC response to the Covid-19 pandemic	
Cabinet Scrutiny	<b>Covid-19 2020/21 Budget Impact Report</b>	Eric Seward Duncan Ellis	To review the impact of the Covid-19 pandemic on the Council's 2020/21 budget	
Scrutiny	<b>Review of delegated decisions</b>		To review any delegated decisions that have been made as a result the Covid-19 Pandemic	
<b>July</b>				
Cabinet Scrutiny	<b>NNDC Transition from Response to Recovery Coronavirus Pandemic</b>	Steve Blatch Sarah Bütikofer	To brief Members on NNDC's transition from the response to the recovery stage of the Covid-19 Pandemic	
Cabinet Scrutiny	<b>Review of Delegated Decisions</b>	Emma Denny	To allow Members an opportunity to review decisions taken under delegated authority	
Scrutiny	<b>Sheringham Leisure Centre Project Update</b>	Rob Young Virginia Gay	To update Members on the status of the Sheringham Leisure Centre Project	Quarterly
Scrutiny	<b>Market Town Initiative - Interim Update</b>	Matt Stembrowicz Richard Kershaw	To update Members on the current status of MTI projects in relation to the impact of Covid-19	Requested by Chairman
<b>August</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
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 Council	<b>Financial Impact Covid-19</b>	Duncan Ellis Eric Seward	To review any budget revision suggestions in relation to the financial impact of Covid-19	
<b>September</b>				
Cabinet Scrutiny	<b>Budget Monitoring P4</b>	Eric Seward Duncan Ellis	To review the budget monitoring position	

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<b>October</b>				
Cabinet Scrutiny Council	<b>Council Tax Discount Determinations</b>	Lucy Hume/Eric Seward	To determine the Council Tax discounts for 2020/21	Annual
<b>November</b>				
Cabinet Scrutiny	<b>Budget Monitoring P6</b>	Eric Seward Duncan Ellis	To review the budget monitoring position	Periodical
Scrutiny	<b>Crime &amp; Disorder Briefing</b>	Nigel Dixon Matt Stembrowicz	PCC and district Superintendent to provide a briefing on TBC	Annual
<b>December</b>				
Cabinet Scrutiny Council	<b>Treasury Management Half-Yearly Report</b>	Eric Seward Lucy Hume	To consider the treasury management activities	Six Monthly
Cabinet Scrutiny Council	<b>Medium Term Financial Strategy</b>	Eric Seward Duncan Ellis	To review the Medium Term Financial Strategy	Annual – before 2021/22 Budget
<b>January 2021</b>				
Cabinet Scrutiny Council	<b>2021/22 Base Budget and Projections for 2022/23 to 2023/24</b>	Eric Seward Duncan Ellis	To review the proposed budget and projections	Annual

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<b>February</b>				
Cabinet Scrutiny Council	<b>Treasury Strategy 2020/21</b>	Eric Seward Lucy Hume	To review the treasury management activities and strategy for the investment of surplus funds	Annual
Cabinet Scrutiny Council	<b>Capital Strategy</b>	Eric Seward Lucy Hume	To review the deployment of capital resources to meet Council objectives & framework for management of the capital programme	Annual
Cabinet Scrutiny Council	<b>Investment Strategy</b>	Eric Seward Lucy Hume	To review the Council's Investment Strategy for the year 2020-21	Annual
<b>March</b>				
Cabinet Scrutiny	<b>Budget Monitoring P10</b>	Eric Seward Duncan Ellis	To review the budget monitoring position	
<b>April</b>				
Cabinet Scrutiny	<b>Enforcement Board Update</b>	Nigel Lloyd	To receive an update Enforcement Board cases – inc how to raise concerns, resourcing of team and overview of properties	Six-monthly

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<b>Outstanding/To be Confirmed</b>				
Cabinet Scrutiny Council	<b>Affordable Housing Strategy</b>		Pre-Scrutiny of the affordable housing strategy	
Scrutiny	<b>Waste Contract Monitoring</b>	Nigel Lloyd Steve Hems	To review the performance of the new waste contractor	Six Monthly
Scrutiny	<b>Monitor resource implications for Homelessness Strategy</b>			Requested by Committee
Scrutiny	<b>Website design/functionality</b>		To review the functionality of the Council's website	Requested by the Committee
Cabinet Scrutiny	<b>Performance Management TBC</b>	Helen Thomas	To monitor the performance of the Council and consider any resulting recommendations	Quarterly
Cabinet Scrutiny Council	<b>Annual Action Plan TBC</b>	Sarah Bütikofer Helen Thomas		Annual
Scrutiny Council	<b>Overview &amp; Scrutiny Committee Annual Report 2018/19</b>	Matt Stembrowicz	Committee to approve and recommend to Council	Annual
Scrutiny	<b>Market Towns Initiative Monitoring/Process Review</b>	Matt Stembrowicz Richard Kershaw	To monitor the implementation of successful MTI applicants and review the funding process	Requested by the Committee
Scrutiny	<b>Beach Huts &amp; Chalets Monitoring</b>	Maxine Collis Greg Hayman	To monitor performance of Beach Huts & Chalets	Requested by the Committee
Scrutiny	<b>Ambulance Response Times/First Responders Briefing</b>			Requested by the Committee
Scrutiny	<b>Equality &amp; Diversity Policy</b>			
Cabinet Scrutiny	<b>Budget Monitoring P2</b>	Eric Seward Duncan Ellis		TBC