

OVERVIEW & SCRUTINY COMMITTEE – WORK PROGRAMME SETTING 2020-21

- Summary:** This reports aims to assist the Committee in setting its Work Programme for the remainder of the 2020-21 municipal year.
- Options considered:** Multiple options are presented for consideration by the Committee, as well as allowing options to be raised for consideration during the meeting.
- Conclusions:** This report provides options and guidance to aid the Committee in setting its work Programme. The outcome of which will be determined by the Committee.
- Recommendations:** **To review and agree which items should be added to the Overview & Scrutiny Work Programme for the remainder of the 2020-21 municipal year.**
- Reasons for Recommendations:** To make best use of Committee time by agreeing appropriate items of business.

LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW

(Papers relied on to write the report, which do not contain exempt information and which are not published elsewhere)

Cabinet Member(s)	Ward(s) affected
N/a.	All

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1. Aims of the Committee

- Overview – To provide high level analysis of the strategic aims/direction of the Council
- Scrutiny – To commission and undertake analytical reviews of evidence backed Reports/Information
- Reviewing and developing policy recommendations for the executive (Cabinet)
- Influencing Council/Cabinet decisions and policies (where appropriate)
- Reviewing the Council's performance against targets and the aims of the Corporate Plan
- Provide oversight of external public services/local strategic partnerships e.g. Police, Tourism Board etc.

Mission Statement:

“The Overview and Scrutiny Committee is the Council's watchdog, ensuring that the Cabinet is held to account and is carrying out the Council's aims, as well as getting the best value for money as a result of its decisions.”

2. Work Programme Guidance

When selecting items for the Work Programme, the 'TOPIC' selection criteria is an effective way to prioritise issues. This allows each item to be judged according to its potential to make the best use of the Committee's time and impact. Please bear the following points in mind when making suggestions.

T - Timely

Work plans should take account of work in other areas, and avoid duplication. Members should consider if now is the best time to consider the issue, and whether there are any legislative or policy changes afoot.

O - Organisational Priority

Work plans should take account of the Council's overall vision for the area. A good proportion of the Committee's work should relate to the Council's plan and priorities such as those reflected in the Corporate Plan. This is crucial to demonstrate how Scrutiny can add value to the Council.

P - Public Interest

Councillors' representative roles are an essential feature of Scrutiny. They are the eyes and ears of the public, ensuring that services address local needs. The interests of local people should therefore influence and guide the issues chosen for scrutiny.

I - Influence

Generally, Scrutiny Committees are better placed to influence council services than external agencies, and effective relationships are essential for exerting influence. Consider whether the committee's input will drive outcomes and change.

C - Cost

Services or decisions which have high levels of income, expenditure or savings should be prioritised. Effective scrutiny of financial matters is a cornerstone of good scrutiny, and significant spending plans should not go unscrutinised.

3. Potential Items for Discussion:

At present, the Committee has space for items from December 2020 to April 2021, though if any outstanding items remain at the end of the municipal year, these can be carried forward onto the 2021/22 Work Programme. In addition to statutory reports and already planned items, the following have been suggested by Committee Members as potential items for discussion:

- Affordable Housing Strategy – Can the Committee review Cabinet's strategy and its potential impact on the District's housing stock, business development, and planning.
- Planning Function (development control) Performance Review – Can the Committee work alongside GRAC to undertake a review of the service over the past five years against a national performance framework. Potential scope for review to be completed by a Working Group.

- Beach Huts & Chalets Monitoring – Can the Committee look at a pre-emptive maintenance schedule to avoid more costly/reactionary repairs.

Recurring/Expected Items for Discussion

- Climate Change Strategy/Declaration of Climate Emergency – What has been achieved since the declaration of a Climate Emergency, what else can be done.
- MTI Monitoring/Process Review (completion of MTI projects delayed due to Covid-19)
- Crime and Disorder Briefing (Statutory requirement) – Opportunity for Covid related briefing.
- Enforcement Board Quarterly Updates – Need to be resumed pending officer support
- Economic Development Strategy – Are alternatives to Tourism being considered/supported
- North Walsham Heritage Action Zone Project Monitoring
- Monitor resource implications for Homelessness Strategy – What is the combined financial and resource impact of the strategy
- Website design/functionality – Will the website be improved to help facilitate a digital by design approach.
- Ambulance Response Times/First Responders Briefing – Awaiting outcome of NHOSC meeting, expected at next meeting