

Overview & Scrutiny Committee

Agenda

Date

Tuesday 26 January 2021

Time

10.00 am

Place

Virtual meeting

Members of the Overview & Scrutiny Committee

Cllr S Riley
(Chairman)

Cllr A D Adams
(Vice Chairman)

Cllr N J Brennan
Cllr P E Bulman
Cllr S J Catchpole
Cllr N J Harpley
Cllr S I Holland
Cllr C Karimi-Ghovanlou
Cllr K S Kelly

Cllr D King
Cllr M L Murrell
Cllr G K Nurden
Cllr S M Prutton
Cllr C E Ryman-Tubb
Cllr N C Shaw

Substitutes

Conservative

Cllr A D Crotch
Cllr J F Fisher
Cllr R R Foulger
Cllr R M Grattan
Cllr K G Leggett
Cllr I J Mackie
Cllr G F Peck
Cllr J L Thomas
Cllr K A Vincent
Cllr J M Ward

Substitutes

Liberal Democrat

Cllr S C Beadle
Cllr D G Harrison
Cllr K E Lawrence
Cllr D Roper

Substitute

Labour

Cllr B Cook

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@BDCDemServices

If any Member wishes to clarify details relating to any matter on the agenda they are requested to contact the relevant Director / Assistant Director

Public Attendance

This meeting will be live streamed for public viewing via the following link:
<https://www.youtube.com/channel/UCZciRgwo84-iPyRImsTCIng>.

If a member of the public would like to attend to ask a question, or make a statement on an agenda item, please email your request to committee.services@broadland.gov.uk no later than 5.00pm on Thursday 21 January 2021.

A G E N D A

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4	Matters arising therefrom (including the outcomes of the Committee's recommendations to Cabinet)	
5	Chairman's Announcements	
6	Public Speaking	
	To consider representation from the members of the public who have expressed the wish to convey their views on items on this agenda.	
	In accordance with the Constitution a period of 3 minutes is allowed per member of the public.	
7	Early Intervention and Community Safety	
	To receive a verbal update on community safety from officers from Norfolk Constabulary.	
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Trevor Holden
Managing Director

DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.

Does the interest directly:

1. Affect yours, or your spouse / partner's financial position?
2. Relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?
3. Relate to a contract you, or your spouse / partner have with the Council
4. Affect land you or your spouse / partner own
5. Affect a company that you or your partner own, or have a shareholding in

If the answer is "yes" to any of the above, it is likely to be pecuniary.

Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.

Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?

If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

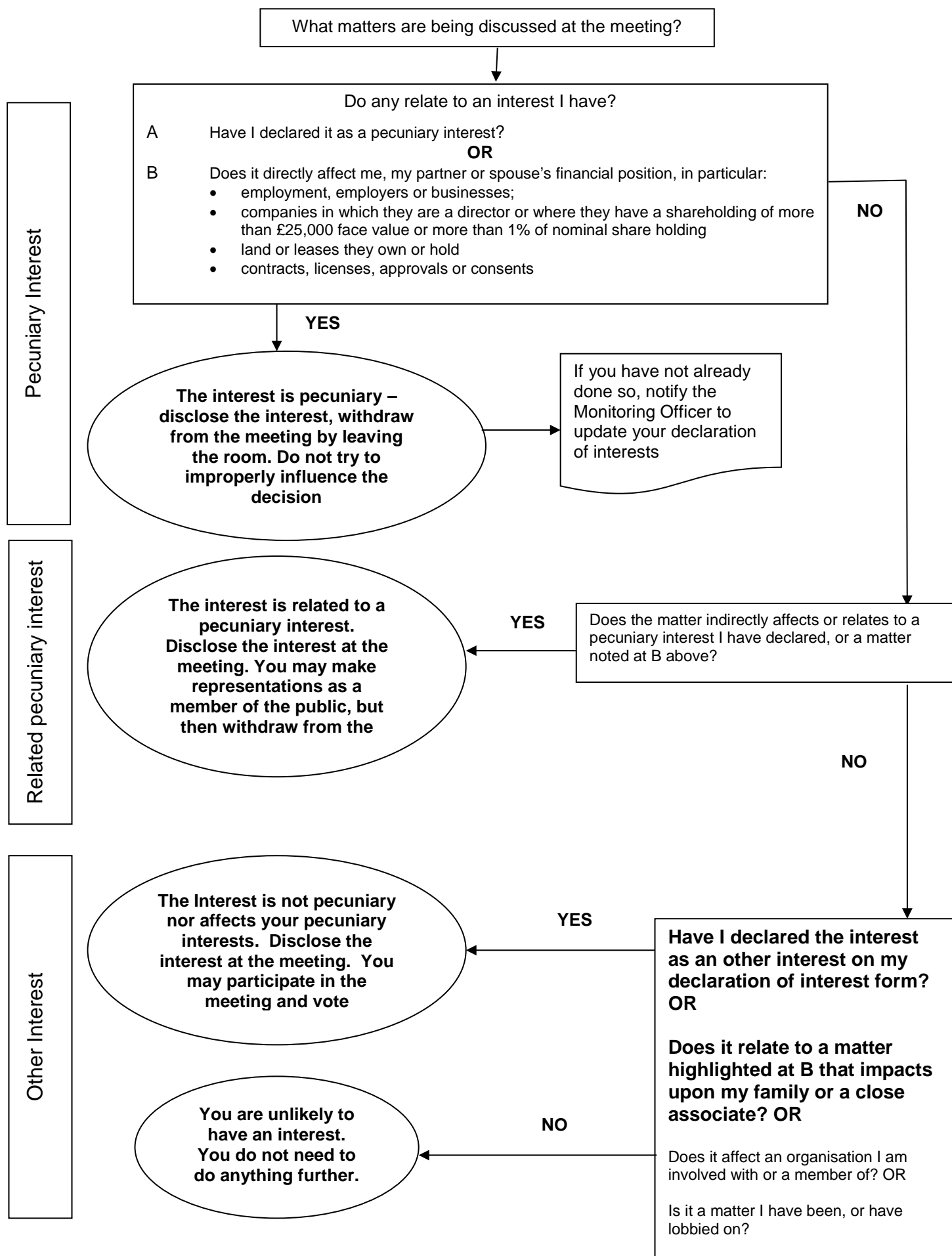
Is the interest not related to any of the above? If so, it is likely to be another interest. You will need to declare the interest, but may participate in discussion and voting on the item.

Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF

**PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER
IN THE FIRST INSTANCE**

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



Minutes of a meeting of the **Overview & Scrutiny Committee – Review of Cabinet Agenda** held by video link on **Tuesday 5 January 2021** at **10.00am** when there were present:

Cllr S Riley – Chairman

Cllr A D Adams
Cllr N J Brennan
Cllr P E Bulman
Cllr S J Catchpole

Cllr S I Holland
Cllr C Karimi-Ghovanlou
Cllr K S Kelly
Cllr M L Murrell

Cllr S M Prutton
Cllr N C Shaw

Cllr J Copplestone, Cllr J Emsell, Cllr L Hemsall, Cllr J Leggett, Cllr T Mancini-Boyle and Cllr F Whymark also attended the meeting.

Also in attendance were the Director Place, Director Resources, Director People & Communities, Chief of Staff, Assistant Director Finance, Assistant Director Governance & Business Support (Monitoring Officer), Assistant Director Individuals and Families, Place Shaping Manager, Senior Governance Officer (SW) and Democratic Services Officers (LA and JO).

211 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Harpley and Cllr Nurden.

212 MINUTES

The Minutes of the meeting held on 1 December 2020 were confirmed as a correct record.

A Member requested that acronyms be set out in full in the Minutes in future to avoid confusion.

213 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised the meeting that an additional meeting of Cabinet was likely to be held in February to consider the Food Innovation Centre. This would in turn require an additional meeting of the Overview and Scrutiny Committee to review the Agenda. The dates of both meetings were still to be confirmed.

214 BUDGET QUESTIONS

The Committee noted the responses received from Cabinet to their budget questions.

The Chairman went through the paper and the following supplementary questions and responses were raised and received:

How close was the Council to achieving the £8.6m of savings from collaboration, as set out in the Feasibility Study?

The Council was well on the way to overachieving these savings within the five year period set out in the Feasibility Study. The latest estimate was to make savings of £9.3m.

How could Broadland have local pay arrangements when staff are part of One Team with South Norfolk? Are all staff part of the local agreement?

Staff are all part of One Team employed across both authorities; the local pay agreement applies to all staff.

How has Cabinet calculated the budget for Member IT training and will it be sufficient?

Extra resource from the Government's Covid-19 Grant to cover this was agreed at the 8 December 2020 meeting of Cabinet. Since then an extra £600,000 had been received from central Government, which could be used for any Covid-19 related need. This included providing Members with the IT to represent their residents effectively. A Member briefing was to be arranged for week commencing 25 January 2021 which would cover the roll out of IT equipment and training.

Was the staff resource that had been put in place in the first lockdown still available?

Yes, the Economic Development Team and the Finance Team were now very experienced and effective in distributing grants and support to residents and businesses in the District and had a plan of action in place to work with partners to provide further support during lockdown. Work would also be taking place with the NHS to help with the roll out of the vaccine.

Could the Council provide more clarity for Members about who they should direct residents to if in need?

A contact sheet would be forwarded to Members tomorrow. The Committee

was also asked to note that there was a very comprehensive Coronavirus help page upon the Council's website. The vital importance of Members in providing assistance to residents and as links to their town and parish councils and on the ground in their Wards should also be noted.

Broadland Growth Ltd

The latest project undertaken by the joint venture company had produced a 30% return on investment and a return to the public purse of £1.3m.

Was the Council looking at investing in electric vehicle charging points?

The pandemic had delayed work on the Council's Parking Strategy, but charging points would be looked at when that work recommenced. It was likely that charging points would be part of the work being initiated in market towns in the District. A new officer had also been appointed to deliver the Environmental Strategy and the provision of charging points would form part of that work.

Will the award of the waste service contract be considered by the Overview and Scrutiny Committee?

Yes, this would be a Cabinet decision and, therefore, would be reviewed by the Committee.

Does the procurement of the waste service contract still need to be EU compliant?

Yes, as the tender went out before the end of the transition period. Moreover, a lot of the EU regulations were based on UK law so the legislation still stands.

When will the rough sleeping initiative come to an end?

It was due to end in August 2021, but it was hoped that this could be extended to March 2022.

CABINET REPORTS

215 WARM HOMES FUND – ADDITIONAL FUNDING – CONTRACT AWARD

The Assistant Director Individuals and Families introduced his report which requested that Cabinet approved the award of contracts for the delivery of external wall insulation, cavity and loft insulation work and air source heat pumps.

It was explained that the Council operated the Warm Homes Fund on behalf of Norfolk local authorities and had been awarded an extra £1.24 million in funding from the Department for Business Energy and Industrial Strategy, to allocate before 31 March 2021.

The Council was entitled to use the Procure East Midlands Framework to enter into a contract with Cornerstone East Anglia Limited to deliver external and cavity wall insulation and loft insulation work.

The potential value of the contract was in the region of £800,000.

The Council was entitled to use the Eastern Procurement Framework to enter into a contract with the Dodd Group to deliver Air Source Heat Pumps. The potential value of the contract was in the region of £200,000.

It was confirmed that the above figures were rounded down approximations and that the total award was for £1.24m.

Awarding contracts under framework agreements allowed contracts to be entered into quickly and also provided value for money, as they would have been competitively let.

It was requested and confirmed that an information sheet would be sent to Members, so they could assist in promoting the project.

It was also confirmed that the Warm Homes Fund was promoted through Food Banks, Children's Services and other social providers.

In response to some concerns about how the contracts had been arrived at the Assistant Director Individuals and Families advised Members that due diligence on the suppliers had been carried out through the frameworks. However, he would forward Members the technical details of the procurement process to reassure them that it had been arrived at in an appropriate way.

RECOMMENDED TO CABINET

Options (1 and 2, subject to receipt of the procurement process details, as noted above)

- (1) To award a contract to Cornerstone East Anglia Limited under the terms of the East Midlands Framework for External Wall Insulation, Cavity and loft insulation work.
- (2) To award a contract to Dodd Group under the terms of the Eastern Procurement Framework for Air Source Heat Pumps.

216 GREATER NORWICH LOCAL PLAN – REGULATION 19, PRE-SUBMISSION PUBLICATION

The Director of Place presented the report, which sought the agreement of Cabinet to publish the latest iteration of the Greater Norwich Local Plan (GNLP) under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012

It was explained that whilst previous consultations had asked about the merits of site allocations, the focus of the Regulation 19 stage was to allow stakeholders to submit representations in respect of whether the plan was legally and procedurally compliant and 'sound' (ie positively prepared, justified, effective and consistent with national policy).

Changes to the plan had been made as a result of the Regulation 18 consultation, as well as changes in national policy. This included an overall increase in the number of homes to address a shortage of affordable housing, as had been made clear in the Government consultation paper 'Planning for the Future'. However, it should also be noted that 75 percent of housing had already been allocated in the existing plan and that 5,000 homes had been delivered.

For the Regulation 19 stage the Economic and Retail Study had been updated to take account of the pandemic. The Study had indicated that the approach being taken was sound and matched that being taken nationally. It was also considered that Greater Norwich was in a better position than many areas to bounce back from the economic crisis being caused by Covid-19.

It was noted that the Place Shaping Panel had requested to see the Economic and Retail Study and whilst this was usually used as an evidence base to inform the final plan and not for publication, it was acknowledged that Members had justifiable concerns about the economy and it would be shared in due course.

The Portfolio Holder for Planning advised Members that if they had any comments arising from the Economic and Retail Study they should pass them on to both her and the Director of Place so these could be reported to the meeting of Cabinet on 12 January 2021.

A Member expressed concern about the loss of shops in the City Centre and their conversion to housing, but it was noted that the Government did not want to see vacant shops and had, therefore, relaxed Permitted Development Rights to try to address this issue.

The meeting was advised that there would be an emphasis in the City on brownfield sites in east Norwich, which had been allocated 4,000 houses in the GNLP, and it could be assumed that during the lifetime of the plan that

Anglia Square would also be redeveloped.

A query was raised about the possibility of the economic downturn leaving large developments without retail centres, but it was confirmed that policies were in place to ensure that local centres which would meet the everyday needs of residents would form part of developments.

Members noted the additional sites being proposed and expressed concerns about infrastructure to meet these homes, but were advised that these figures were considered robust and reflected the Government's requirement for an increase in the delivery of housing.

However, Members were advised that where housing numbers had increased, the Regulation 19 stage would be an opportunity to challenge the process and procedure of allocation and subject it to independent examination.

Following a vote with 8 in favour, 1 against and 1 abstention it was:

RECOMMENDED TO CABINET

Options (1 and 2)

- (1) To agree to publish the Greater Norwich Local Plan under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012; and,
- (2) Delegate authority to the Assistant Director for Planning in consultation with the Portfolio Holder for Planning Authority to make any minor or factual corrections to the GNLP ahead of its publication.

217 UPDATE TO LOCAL DEVELOPMENT SCHEME

The Place Shaping Manager introduced the report, which proposed amending the Local Development Scheme (LDS) to reflect changes to the Greater Norwich Local Plan (GNLP) timetable.

The LDS set out the timetable for preparing new plans and summarised what they contained. The last update was in July 2020, but since then it had been agreed to accelerate the process to allow the plan to be put in place before an increased housing requirement was introduced by the Government using a revised methodology.

On 19 December 2020 the Government had published a further revision of the methodology which did not result in the scale of increase that it had earlier

implied. However, as substantial work on the Regulation 19 version of the Plan had been done it proposed to carry on with the new agreed timetable.

Publication of the pre-submission Regulation 19 plan would take place during February and March, with submission to the Secretary of State for independent examination in July 2021 and the anticipated adoption of the plan in September 2022.

The GNLP would directly replace the Joint Core Strategy and the Site Allocations documents, but not the Area Action Plan for the Growth Triangle or Development Management Documents.

Following a vote with 7 in favour, 1 against and 2 abstentions it was:

RECOMMENDED TO CABINET

Option (1)

That Cabinet recommends to Council that it approves the proposed amendments to the current Local Development Scheme (LDS).

The meeting closed at 12.19pm

APPRENTICESHIPS AND NEW SCHEMES

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Portfolio:

Economic Development

Wards Affected:

All

Purpose of the Report:

This report sets out the schemes of work the Council is progressing to support young people in apprenticeships and gaining skills and employment.

Recommendations:

1. The Committee is asked to note the report and comment on support for apprenticeships for young people.

1 SUMMARY

- 1.1 This report has been requested by the Overview and Scrutiny Committee to understand how the Council can assist apprenticeships and young people.

2 BACKGROUND

- 2.1 Skills and support for young people is part of a long standing programme for the Council. Through Broadland Council Training Services [link](#) the Council has supported young people through a range of programmes and continues to offer support to young people who may need additional help to enter and progress in the workforce.
- 2.2 Entry level jobs and employment sectors such as hospitality have been adversely affected by the Covid pandemic and these roles are far more likely to be filled by young people.
- 2.3 Chartered Institute of Personnel Development (CIPD) July 2020 report found that most apprenticeships are being offered to existing employees rather than new labour market entrants with an increasing share of opportunities going to those aged 25 and over. Overall, there has been a 21% reduction in the number of apprenticeship starts between 2016/7 and 2018/9. Since the introduction of the Apprenticeship Levy, employers have increasingly focused their investment in providing apprenticeship training to older and in many cases already highly experienced and qualified workers which is evidenced by the growing numbers of apprenticeships in leadership and management and other professional training. Apprentice and graduates starts have slowed due to the current economic impact of COVID 19 however it is the aim of the Council to focus on recruiting entry level apprentices and graduates.

3 CURRENT POSITION/FINDINGS

- 3.1 Analysis of youth unemployment and the impact of Covid from the UK Parliament [link](#) suggests that there has been a large national increase in unemployment for young people aged 16 – 24 years old since the start of the pandemic. Unemployment for young people has increased by 73,000 (14%), the increase for men was 55,000 (19%), while increase for women is 18,000 (8%)
- 3.2 The number of young people claiming universal credit between March and November 2020 has seen an increase in 120% nationally. Universal Claimants in Broadland is consistent with national figures.
- 3.3 There is strong evidence in widely published material that young people who are unemployed for a length of time suffer a range of issues that includes being linked to long term reductions in wages, increased chances of subsequent periods of unemployment, and poorer health outcomes.
- 3.4 The cost of youth employment to the UK economy over the next decade has been estimated at £28 billion. Businesses are saying that they struggle to recruit young, work ready staff and a generation of young people lost to unemployment means

an inadequate talent pool for the needs of our business as the economy recovers.
[link](#)

- 3.5 As well as the current Covid situation, a range of factors causes youth unemployment including:

Lack of jobs	Gaps between education and employment
Lack of skills needed for work	Employers prefer experience staff
'Credentialism'	Young people expectations
Lack of appreciate qualifications	Lack of careers information
Rise in retirement age	Employment legislation
Recruitment methods	Employers perception of young people
Poor vocational options	Lack of quality vocational pathways

- 3.6 As part of our wider Human Resources improvements, the Council will be looking at its services and how we can support young people, but also, along with Economic Development and Individuals and Families, working as a place leader to support young people into work and training.

4 PROPOSED ACTION

- 4.1 Supporting young people is going to be even more important in the Covid recovery phase to ensure that young people in Broadland are supported to find work and training. The Council is reviewing its support for apprenticeships and how we support young people who work for us, and who would want to work for us.
- 4.2 It is our aim to create apprentice roles for hard to recruit to service areas in order to grow our own skills. We will create an apprenticeship network both within our organisation and with our partners to provide learning opportunities and celebrate apprenticeships through events such as the Apprenticeship challenge. We will promote apprenticeships through events such as the Norfolk Careers and Skills Festival and establish third party networks such as through Armed Forces, Disability Confidence scheme, and create links with universities and local schools/colleges. We will work with local universities to identify career pathways for local graduates into the public sector and develop workforce plans with each directorate to identify gaps and formulate plans to fill gaps with a focus on graduates / apprentices and work placement opportunities.
- 4.3 Kickstart programme – the Government announced support for 18 – 24-year olds, offering employers an incentive through paying wages for up to 25 hours a week for six months to employ a young person to give them vital skills for work. Currently the Council has 12 internal placements and has applied to be a Gateway employer to support small businesses to work with the scheme. Currently around 20 businesses have applied for the scheme with around 24 placements being considered. Although Kickstart started in November 2020, delays due to resources by the DWP (Department of Works and Pensions) means we are likely to start placements in February 2021.

- 4.4 For this scheme we are required to support young people with careers and skills development, and we will be adapting our Choices programme to support young people in both internal and external work placements.
- 4.5 Integrated employment – we are working with DWP on developing a programme to improve support to young and older people who become unemployed as part of the pandemic. We have placed one of our housing benefits team into this programme which will be matched by a DWP Jobs Coach. This programme will build on the success of initiatives such as the help hub and rough sleeper initiatives, by coordinating activity with our partners, we can identify and support those who have been recently unemployed to navigate the system and identify the right support to move them back into the workplace.
- 4.6 As part of this programme we will be utilising the current skills and training offer in and around the Broadland area including Norfolk County Councils Adult Learning service, Clarion and Saffron Housing support and our own offer in the Choices programme and Carrowbeck House (subject to Covid restrictions).
- 4.7 This programme will provide early support to our housing functions by reducing the impact on housing through loss of income and therefore at risk of losing their home, with the intention of using this learning to inform future strategy.

Future working

- 4.8 As part of our Covid recovery response we will be reviewing our skills offer, looking externally about how we work with schools to promote good careers advice, looking at the future employment opportunities and what skills we will need in the future to support Broadland businesses. Broadland Council cannot complete this work on our own and therefore will be working with key partners including the New Anglia Local Enterprise Partnership (the LEP), Norfolk County Council, University of East Anglia and businesses to understand the impact of the pandemic and where we can make a difference to our residents and businesses

5 OTHER OPTIONS

- 5.1 Supporting young people has clear benefits to our residents and businesses as well as developing our staff. The Council can choose to invest less in this support but the long term effect on young people could potentially cost the Council more in increased demand on housing and benefits as well as a loss to our economy.

6 ISSUES AND RISKS

- 6.1 **Resource Implications** – these proposals are all within the current resourcing capacity and budget. Any future opportunities will be fully costed out and brought back to future committees.
- 6.2 **Legal Implications** – none
- 6.3 **Equality Implications** – young people have been adversely affected by the Covid downturn and this work will help address this problem

6.4 **Environmental Impact** – none

6.5 **Crime and Disorder** – none

6.6 **Risks** – none

7 CONCLUSION

7.1 By supporting young people, the Council is helping to reduce the impact of Covid on a key group who have been adversely affected by Covid. By investing in support now, we can help young people into work and training, building the skills we need for the Council and wider Broadland economy.

8 RECOMMENDATIONS

8.1 The Committee is asked to note the report and comment on support for apprenticeships for young people.

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2020–2021

In setting future Overview and Scrutiny **TOPICS**, Members are asked to consider the following: **T**imely – **O**bjective – **P**erformance – **I**nterest – **C**orporate Priority

T Is this the right **time** to review this issue and is there sufficient **officer time** and resource to conduct the review? What is the **timescale**?

O What is the reason for review; do officers have a clear **objective**?

P Can **performance** in this area be improved by input from scrutiny?

I Is there sufficient **interest** (particularly from the public)? The concerns of local people should influence the issues chosen for scrutiny.

C Will the review assist the Council to achieve its **Corporate Priorities**?

Date	Topic	Lead Officer / Portfolio	Objectives and Desired Outcomes	Comments
26/1/2021 (item added 8/9/2020)	Apprenticeships and new schemes	Assistant Director Economic Growth Economic Development Manager / Economic Development	Agreed at meeting on 08/09/20 to postpone T&TP as the objectives for the Panel (which had been set in June 2019), except for barriers to transport, were no longer relevant. Therefore, officers would aim to bring a report to a future meeting of the Committee on a number of new schemes and initiatives that could assist apprenticeships and young people.	AD of Governance and Business Support to report to O&S Committee on 26 January 2021.
26/1/2021	Early Intervention and Community Safety	Community Safety & Intervention Lead / Policy	To receive an update on the effectiveness of the Norfolk County Community Safety Partnership, with particular reference to progress of established outcomes and benefits achieved in the district. The Committee to make recommendations as appropriate.	AD of Individuals and Families to provide an overview of the Norfolk County Community Safety Partnership and how it fits into the wider Council review of the Early Help Provision which will be considered by Cabinet in May 2021.
30/3/2021	Committee Annual Report	Senior Governance Officer / Policy	Committee to approve the draft Annual Report for presentation to Council.	
30/3/2021	Provision of leisure principles	Policy & Partnerships Manager / Housing & Wellbeing	To receive an overview and to review progress with initiatives to improve the health and wellbeing of residents in Broadland, including costs of projects. To feed recommendations into Cabinet in May 2021.	A review of community leisure provision is scheduled for presentation to Cabinet in May 2021.

Date	Topic	Lead Officer / Portfolio	Objectives and Desired Outcomes	Comments
30/3/2021 (Item added 1/12/2020)	Bridge Maintenance Reserves	Director of Place / Economic Development	Agreed at O&S Committee meeting 1/12/2020 to receive a report to enable a review the reserves set aside for bridge maintenance were sufficient to meet the Council's future liabilities. To identify any issues and make any recommendations to address these.	
Review: Autumn 2021	Housing Allocations Policy	Assistant Director Individuals & Families / Housing & Wellbeing	To review the Housing Allocation Policy to ensure it meets desired outcomes and to identify and make any recommendations for improvement.	Possible review of policy following its implementation in November 2020.
Upon conclusion of Time & Task Panel	Staff turnover at Broadland	HR Lead / Transformation & Organisational Development	To receive a report setting out the levels of staff turnover from 2015 to present and identify any trends.	Time and Task Panel set up to investigate further (see below) and feed its conclusions back to a future meeting of the Committee.
	Future topics for scrutiny To invite town/parish councils to submit topics for future consideration	Senior Governance Officer	Email sent to Parish Councils (December 2020) and 'good work' article to be placed in next edition of Broadland News.	Emailed Parish Clerks - 10/12/2020 Broadland News article pending for Spring edition – with comms team
	Broadband and mobile phone coverage in the district	Assistant Director Economic Growth / Economic Development	To be decided – see comments	On hold awaiting data from Openreach detailing the 2% of properties without connectivity in the area. Data expected in Jan 2021 so will liaise with Jo Copplestone with a view to holding a joint update with Economic Success Panel.
As and when appropriate	Water – supply, management and climate change	Water Management Officer / Environmental Excellence	To investigate how water was being managed in the district and what measures were being put in place to address climate change.	To receive updates from Jo Copplestone as BDC's representative on Water Resources East, as and when appropriate. www.wre.org.uk

Date	Topic	Lead Officer / Portfolio	Objectives and Desired Outcomes	Comments
	Council partnership register review	Policy & Partnerships Officer / All Portfolios	Committee to receive an update against the Council's partnership register and to identify any partnership concerns that may require further investigation by a nominated time and task limited panel.	On hold due to Covid19

Meeting dates: 30 June 2020; 8 September 2020; 17 November 2020; 27 January 2021 and 30 March 2021

Time and Task Panel reviews

Topic	Objectives	Lead Officers	Comments
<u>Staff turnover</u> Mr Adams; Mr Brennan; Ms Harpley; Ms Holland, Mrs Karimi-Ghovanlou; Mr Nurden and Mr Riley	To scrutinise the staff turnover figures further, incl: <ul style="list-style-type: none"> Break-down of figures by department and by grade Analysis of what stage in their career employees were leaving 	Assistant Director Governance & Business Support	T&TP met on 21/10/2020 to set out Terms of Reference. To meet again in early 2021 to consider data.

Workshops

Topic	Objectives	Lead Officers	Month
Preparing to meet with Cabinet to discuss budget performance	A facilitated workshop attended by the Assistant Director of Finance for committee members to identify, agree, and allocate questions for Cabinet to answer at the joint budget meeting.	Assistant Director of Finance Finance Team staff Senior Governance Officer	October 2021.

Process for adding items to the Overview and Scrutiny Committee Work Programme

