

Overview & Scrutiny Committee

Agenda

Date

Tuesday 18 June 2019

Members of the Overview & Scrutiny Committee

Mr S Riley
(Chairman)

Mr A D Adams
(Vice Chairman)

Mr S C Beadle
Mr N J Brennan
Mr P E Bulman
Ms S J Catchpole
Ms N J Harpley
Ms S I Holland
Mr K S Kelly

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

Substitutes Conservative

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

Substitute Liberal Democrat

Mr D G Harrison
Mrs C Karimi-Ghovanlou
Ms K E Lawrence
Mr D Roper

Substitute Labour

Mrs B Cook

Time

10.00 am

Place

Trafford Room
Thorpe Lodge
1 Yarmouth Road
Thorpe St Andrew
Norwich

Contact

James Overy tel (01603) 430540

Broadland District Council
Thorpe Lodge
1 Yarmouth Road
Thorpe St Andrew
Norwich NR7 0DU

E-mail: james.overy@broadland.gov.uk



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

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**The Chairman will ask if anyone wishes to
film / record this meeting**

A G E N D A

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| 1 | To receive declarations of interest under Procedural Rule no 8 | |
| 2 | Apologies for absence | |
| 3 | <u>Minutes of meeting held on 4 June 2019</u> | 3 – 6 |
| 4 | Matters arising therefrom (if any) | |
| 5 | Chairman’s Announcements | |
| 6 | Public Speaking | |
| | <p>To consider representation from the members of the public who have expressed the wish to convey their views on items on this agenda.</p> <p>In accordance with the Constitution a period of 3 minutes is allowed per member of the public.</p> | |
| 7 | <u>Economic Update</u> | 7 – 9 |
| | <p>To receive an update from the Assistant Director Economic Growth.</p> | |
| 8 | <u>Norfolk Health Overview and Scrutiny Committee Update</u> | 10 – 15 |
| | <p>To receive an update from the Committee’s Member representative.</p> | |
| 9 | Corporate Equalities Group | |
| | <p>To appoint the Committee’s representatives to the Corporate Equalities Group.</p> | |
| 10 | <u>Overview and Scrutiny Committee Work Programme</u> | 16 – 18 |
| | <p>To consider the Committee’s Work Programme.</p> | |

Trevor Holden
Managing Director

Minutes of a meeting of the **Overview & Scrutiny Committee – Review of Cabinet Agenda** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Tuesday 4 June 2019** at **10.00 am** when there were present:

Mr S Riley – Chairman

Mr A D Adams
Mr S C Beadle
Mr N J Brennan
Ms S J Catchpole
Ms N J Harpley

Ms S I Holland
Mr K S Kelly
Mr D King
Mr M L Murrell
Mr G K Nurden

Mrs S M Prutton
Mrs C E Ryman-Tubb
Mr N C Shaw

Mr Emsell and Mrs Hemsall also attended the meeting for its duration.

Also in attendance were the Assistant Director Governance and Business Support, Spatial Planning Manager, UNISON Branch Secretary, HR Officer (JB) and the Committee Officer (JO).

1 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8

Officer	Minute No & Heading	Nature of Interest
Assistant Director of Governance and Business Support	7 - Performance Related Pay 2019	Personal interest on behalf of all staff present as beneficiaries of the Pay Scheme

2 APOLOGY FOR ABSENCE

An apology for absence was received from Mr Bulman.

3 MINUTES

The Minutes of the meeting held on 2 April 2019 were confirmed and signed by the Chairman as a correct record.

Minute no: 137 – Minutes - Minute no. 133 – Overview and Scrutiny Committee Work Programme

The Chairman requested that Members be updated regarding progress with the provision of officer support for the Committee.

In response, the Assistant Director of Governance and Business Support informed the meeting that work was being undertaken to align staff structures and resources across a single workforce. An assessment of the needs of the

Committee and how it could be developed into a more Member-led body would be part of this process. It was intended to consult upon in this in September.

Members expressed disappointment that a resource was not going to be put in place sooner for the Committee and it was

RESOLVED:

to agree that a meeting would be arranged for the Chairman and Vice-Chairman to meet with the Leader, the Managing Director and the Assistant Director of Governance and Business Support to discuss this matter further.

The Committee was also advised that the EcoCube Time and Task Limited Panel report would be deferred to the 27 August 2019 meeting.

4 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded the Committee that scrutiny training had been arranged for Monday 8 July 2019 at 6.00pm in the Council Chamber.

The Committee was also informed that Members' iPads were being prepared and would soon be available for collection.

5 APPOINTMENT OF THE PERFORMANCE MANAGEMENT SUB-COMMITTEE

The following Members were appointed to the Sub-Committee:

Mr Beadle, Ms Catchpole, Ms Holland, Mr Murrell, Mr Nurden and Mr Riley.

CABINET REPORTS

6 UPDATE TO LOCAL DEVELOPMENT SCHEME

The report proposed that amendments be made to the current Local Development Scheme (LDS).

The changes were in respect of the relationship of the LDS to other Local Plans and if the Greater Norwich Local Plan (GNLP) would supersede other development plan documents. Whilst the GNLP would supersede the Joint Core Strategy and the Broadland Site Allocations DPD, it had been concluded that it would be premature to supersede the Growth Triangle Area Action Plan

and the Development Management DPD at this stage although some elements might be added, amended or replaced.

RECOMMENDED TO CABINET

to recommend Council to approve the proposed amendments to the current Local Development Scheme (August 2018).

7 PERFORMANCE RELATED PAY 2019

The report asked Cabinet to determine the value of the Standard Merit Unit (SMU) for Performance Related Pay (PRP) for 2019. An SMU of 1.33 was proposed, which was in line with the budget agreed at Council in February 2019 and was approximately one percent of the payroll budget.

In February 2019, Council agreed a two percent growth in salary budgets, valued at £155,300, to provide funding for both the cost of living and PRP awards. In April 2019 a cost of living award of one percent was made to all staff. Therefore, one percent of the growth agreed in salary budgets was available for PRP.

The payment of PRP would recognise staff performance over the last year and the value of the SMU at 1.33 would keep payments within the budget agreed by Council in February 2019.

The Committee was informed that a new pay scheme was to be developed as a single staff structure was rolled out across Broadland and South Norfolk. Officers were looking at best practice at other local authorities to ensure that it met the needs of both authorities.

Members suggested that the PRP scheme was out of date and not fit for purpose, especially for those at the top of their band who would not be eligible for any PRP however good their performance.

The Assistant Director of Governance and Business Support emphasised that it was intended that the new scheme would be fair and equitable for all staff and Members' concerns would be taken into consideration when it was developed. She added that employment at Broadland and South Norfolk should not be compared on remuneration alone, as there were other benefits in both schemes and one was not necessarily better than the other.

The UNISON Branch Secretary advised the meeting that the union would be involved in the development of the new pay scheme. In respect of the report before the Committee, the union's primary concern was that staff at South Norfolk Council received a better pay award than Broadland staff. This was due to South Norfolk determining pay awards through a national scheme and

Broadland operating a local scheme.

UNISON, therefore requested that in this interim period an additional one percent pay award for all staff, backdated to 1 April 2019 should be made on top of the 1.33 SMU. It was also requested that the local pay scales be amended to commence at the same level as those used by South Norfolk Council. The additional one percent would cost £75,500, but would be a significant boost to staff morale at a time of great uncertainty for staff.

In response to a query, the UNISON Branch Secretary confirmed that the Branch Committee did have a preference for determining pay through the National Joint Council, rather than through a local scheme.

In answer to concerns expressed about the decision making process in respect of the pay scheme, the Assistant Director of Governance and Business Support confirmed that the design of the scheme would be an officer decision, but it would have input from UNISON and staff and the Joint Lead Members' Group would receive progress updates. It was emphasised, however, that the budget for pay would continue to be determined by Council, as part of the budget setting process.

The Chairman also noted that the Feasibility Study stated that the joint structure, terms and conditions and implementation was intended to be agreed by September 2019.

RECOMMENDED TO CABINET

- (1) That Cabinet approve the Standard Merit Unit (SMU) of 1.33 for the Performance Related Payment scheme in recognition of staff's performance during 2018/19; and
- (2) To make an additional one percent pay award for all staff backdated to 1 April 2019; and
- (3) Consider using the National Joint Council to determine pay awards in future.

8 APPOINTMENTS TO OUTSIDE ORGANISATIONS (EXECUTIVE FUNCTIONS)

RECOMMENDED TO CABINET

To note and approve the appointments to outside organisations.

The meeting closed at 11.25 am

ECONOMIC DEVELOPMENT SERVICE OVERVIEW – JUNE 2019

Business and Community Support and Training

The Economic Development team offer a package of support to new and existing businesses to help locate, expand and flourish, including free business support to grow and increase productivity, free business start-up advice, free/subsidised training courses, free pre-application planning advice, discretionary business rates relief, access to cluster groups and business development networks, assistance in finding ideal commercial property or development opportunity, help to identify finance, access grants and incentives and support to develop bids, and tailored information on skills.

Broadland Council Training Service has delivered 106 courses during the year, welcoming 630 learners. Of the 106 courses, 82 were paid for courses and 24 were free for Broadland businesses. Income for the courses was £32,752 with costs amounting to £38,088. The Business Essential Start-up programme that is run free for Broadland residents cost £5,451 and assisted 61 residents to start their own business. The recently published 2019-20 course programme contains over 40 workshops ranging from Health and Safety and Customer Care to Microsoft Office training and Social Media.

The Choices group has continued to meet weekly at Carrowbreck. The Choices programme tackles long term unemployment and barriers to work, often relating to low level maths and English skills, lack of confidence, anxiety and low self-esteem. After building trust we are able to assist everyone with a current CV and offer courses to enhance their skills and qualities. Attendees of previous groups are now starting to find employment and gain positive outcomes including roles at Broadland Council, Norfolk County Council, Suffolk University and work experience at the NNUH.

Recent Broadland Business Breakfasts have been attended by over 65 people from 50 businesses. Speakers included Chloe Smith Member of Parliament, Trevor Holden, Cllr Shaun Vincent, Judy Randon from Insight6 and Philip Macdonald from Turning Factor.

The latest meeting of the Greater Norwich Manufacturing Group, facilitating was attended by 45 people who received presentations from pioneering businesses in the region showcasing how they have embraced digitisation and digitalisation to impact innovation. The 4th annual regional conference took place in February 2019 attracting over 120 delegates.

Through the group, to date there have been 11 examples of businesses making contact and exploring potential business opportunities. These have included examples of innovation and new product development design projects. Membership has increased to over 150 contacts now. Finally, two members of the Group are exploring the potential of temporarily sharing staff during this year.

The Financial Industries Group is aimed at promoting and developing the financial and related professional services cluster in Norwich and Norfolk. There are now over 60 firms signed up to the Trade Directory and approximately 50 members of the LinkedIn group. The third annual FIG conference, attended by over 120 people, was held at Aviva Marble Hall in November 2018.

The 2019-20 'Buy in Broadland' voucher booklet was published as a centre-fold pull out in the spring *Broadland News* issued in March. Over 90 Broadland businesses agreed to take part in the scheme by offering a discount to residents. A further five vouchers were also issued in the Winter *Broadland News*. The scheme continues to be a success and we have received several enquiries for submission of offers in both the summer edition of *Broadland News* and in next year's booklet.

Over the year seven Broadland businesses have had LEADER funding approved grants of a total of £669,568, our best year since the programme began. The team supported six of the seven applicants. This funding will enable development of new rural workspaces, bring an historic building back to life and support businesses to grow.

Total funding accessed through the New Anglia Local Enterprise Partnership (LEP): Growing Business Fund - £3,158,275 in grants to 19 businesses providing 410 jobs (£16,024,851 private investment). Small Grants - £129,488 in grants to 18 businesses providing 2 jobs (£523,866 private investment).

Tourism

In November a week long WW1 100yr anniversary exhibition in Reepham detailed some of the impact on Broadland residents and the importance of the area during that difficult time. Names from every roll of honour within Broadland's parishes were displayed. Research and content writing was done by the team along with contributions from local history societies and community groups. Free talks and activities took place and 'There but not there' Tommy silhouettes were on display.

The Blue Plaque Scheme was launched in January 2019 as an opportunity to showcase some of Broadland's most influential residents in history. The first set of blue plaques were linked to the Suffrage Pioneers campaign and the 100 year anniversary of women receiving the right to vote. Applications for the 2020 awards will be invited in the June edition of *Broadland News*.

The Reepham Town Team has been working on a new parking scheme to encourage visitors and employees of Reepham to adjust their habits and utilise space around the town. A fresh set of 'parking' road signage will be installed to encourage people to use the recreation ground at Stimpsons Piece as a free long stay car park. This has been coupled with a 'Park & Stride' scheme which highlights the very short walking distance to the Market Place.

Reedham Village Team have been working on a project to improve the Quayside. This will include interpretation and welcome boards, as well as signage around the village so that visitors are aware of all the village has to offer. This also includes the development of a Reedham brand to accompany the strapline 'Reedham – Heart of the Yare Valley'.

The team have prepared an application to the LEADER programme to support this work, the outcome of which will be known in June/July 2019.

Skills

Apprentice performance data for Norfolk:

- Although Apprenticeship starts in Norfolk overall have not reduced considerably when compared to the data from 2017/18 overall, there was a 15 percent drop in the numbers of 16 to 18 year olds taking up an Apprenticeship. This is alongside a drop of 12 percent in 19 to 24 year old starts.
- Higher Apprenticeships were up 33 percent in Norfolk but 92 percent across England.
- Overall starts were broadly flat in Norfolk, but 10 percent up in England.
- 16 to 18 year old starts were weakest in Norwich and Great Yarmouth areas.
- Over 50 percent of starts in Norwich were for those aged over 25.
- In Great Yarmouth and North Norfolk, Level 2 starts are higher than average but this appears to affect numbers on advanced level in these areas.
- North Norfolk has the lowest number of Higher Level Apprenticeship starts.

Local Investment in Future Talent (LIFT) funding, an EU funded programme aimed at benefitting people and businesses in rural areas has been secured to deliver a small recruitment and training support programme to SMEs in Aylsham who are keen to contribute to the local economy.



**Outcomes and Actions
Norfolk Health Overview and Scrutiny Committee (NHOSC)
30 May 2019**

Agenda Item Number	Report Title	Outcomes and Actions	Action By Whom
1.	Election of Chairman	Cllr Margaret Stone elected	
2.	Election of Vice Chairman	Postponed until 25 July 2019 meeting	
8.	Local action to address health and care workforce shortages	<p>Noted the Director of Primary Care’s presentation on the General Practice Forward View in Norfolk and Waveney.</p> <p>Agreed that representatives from Norfolk and Waveney Sustainability Transformation Partnership (STP) Workforce Workstream should attend a future meeting to discuss action to address shortages in the wider healthcare workforce.</p> <p><i>(Provisionally scheduled for 25 July 2019 NHOSC, see forward work programme below)</i></p>	Maureen Orr
9.	Joint health scrutiny committees’ terms of reference	<p>Approved amendments to:-</p> <ul style="list-style-type: none"> • The Great Yarmouth and Waveney Joint Health Scrutiny Committee structure and terms of reference document • The potential Norfolk and Waveney Joint Health Scrutiny Committee draft terms of reference <p>The amendments reflected the establishment of East Suffolk Council.</p>	

10.	Norfolk Health Overview and Scrutiny Committee appointments	<p>(a) Existing appointments to Great Yarmouth and Waveney Joint Health Scrutiny Committee were confirmed.</p> <p>(b) The following new appointments were made to clinical commissioning link roles:-</p> <ul style="list-style-type: none"> • North Norfolk CCG – Cllr Emma Spagnola • Norwich CCG – Cllr Margaret Stone • Norfolk and Waveney Joint Strategic Commissioning Committee – Cllr Margaret Stone <p>All other existing appointments to clinical commissioning link roles were confirmed.</p> <p>(c) The following new appointments were made to provider trust link roles:-</p> <ul style="list-style-type: none"> • Norfolk Community Health and Care NHS Trust – Cllr David Harrison • Norfolk and Suffolk NHS Foundation Trust – Cllr Margaret Stone <p>All other existing appointments to provider trust link roles were confirmed.</p> <p>Agreed to make appointments to remaining vacant roles at a future meeting.</p>	
11.	Forward work programme	The Forward Work Programme for NHOSC meetings was agreed with the addition of the following items:-	Maureen Orr

		<p>25 July 2019:- Local action to address health and care workforce shortages (Norfolk & Waveney STP's action regarding workforce shortages other than the GP primary care workforce, which was discussed at NHOSC on 30 May 2019)</p> <p>To be scheduled following receipt of additional information regarding patient safety concerns:- City Reach service</p>	
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Copied to:-
Chairman of NHOSC
District Council Members of NHOSC
Member Support Officer – Ashleigh Hodge
CCG engagement contacts (x5)
Health and Wellbeing Board support officer – Linda Bainton
Healthwatch Norfolk – Judith Bell

Norfolk Health Overview and Scrutiny Committee

ACTION REQUIRED

Members are asked to suggest issues for the forward work programme that they would like to bring to the committee's attention. Members are also asked to consider the current forward work programme:-

- whether there are topics to be added or deleted, postponed or brought forward;
- to agree the briefings, scrutiny topics and dates below.

Proposed Forward Work Programme 2019

<i>Meeting dates</i>	<i>Briefings/Main scrutiny topic/initial review of topics/follow-ups</i>	<i>Administrative business</i>
25 July 2019	<p><u>The Queen Elizabeth Hospital NHS Foundation Trust</u> - response to the Care Quality Commission report – progress report</p> <p><u>Norfolk and Suffolk NHS Foundation Trust</u> - response to the Care Quality Commission report – progress update</p> <p><u>Local action to address health and care workforce shortages</u></p>	
5 Sept 2019	<p><u>Access to palliative and end of life care</u> – progress since October 2018</p> <p><u>Physical health checks for adults with learning disabilities</u> – update since September 2018</p> <p><u>Ambulance response and turnaround times in Norfolk</u></p> <ul style="list-style-type: none"> • Plans to help patient flow in winter 2019-20 • Progress with pathways for mental health patients • The interface between EEAST and the NHS 111 service 	
10 Oct 2019	<p><u>Children's speech and language therapy</u> (central and west Norfolk) – update since 28 Feb 2019</p> <p><u>Adult autism – access to diagnosis</u> – to examine waiting times to diagnosis.</p> <p><u>City Reach service</u> – to examine concerns regarding staffing levels and patient safety.</p>	<i>Date subject to NHOSC agreement</i>

NOTE: These items are provisional only. The OSC reserves the right to reschedule this draft timetable.

Provisional dates for report to the Committee / items in the Briefing 2019

- July 2019 (in the Briefing) - Continuing healthcare – update on trends in referrals and assessment of eligibility for CHC and explanation of those trends.
- 28 Nov 2019** (on the agenda) - Access to NHS dentistry – update to 11 April 2019 report
- Eating disorder services – update to 11 April 2019 report

Other activities

- Visit to be arranged - Follow-up visit to the Older People’s Emergency Department (OPED), Norfolk and Norwich hospital to be arranged after expansion works are completed in 2019-20.

Main Committee Members have a formal link with the following local healthcare commissioners and providers:-

Clinical Commissioning Groups

- North Norfolk - Emma Spagnola
(substitute David Harrison)
- South Norfolk - Dr Nigel Legg
(substitute Peter Wilkinson)
- Gt Yarmouth and Waveney - Emma Flaxman-Taylor
- West Norfolk - Michael Chenery of Horsburgh
(substitute Sheila Young)
- Norwich - Margaret Stone
(substitute Brenda Jones)

Norfolk and Waveney Joint Strategic Commissioning Committee

- Link - Margaret Stone
- Substitute for meetings held in west and north Norfolk - Michael Chenery of Horsbrugh
- Substitute for meetings held in east and south Norfolk - Dr Nigel Legg

NHS Provider Trusts

- Queen Elizabeth Hospital, King's Lynn NHS Foundation Trust - Sheila Young (substitute Michael Chenery of Horsbrugh)
- Norfolk and Suffolk NHS Foundation Trust (mental health trust) - Margaret Stone (substitute Brenda Jones)
- Norfolk and Norwich University Hospitals NHS Foundation Trust - Dr Nigel Legg (substitute David Harrison)
- James Paget University Hospitals NHS Foundation Trust - Emma Flaxman-Taylor
- Norfolk Community Health and Care NHS Trust - David Harrison



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OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2018-19

Subject to change due for any resource implications and/or matters arising.

Topics brought to Committee:

Date of Meeting	Topic	Lead Officer Portfolio Holder	Objectives and Desired Outcomes	Time Cycle
	Performance Report	Committee Officer	Committee to allocate areas for investigation to the Performance Management Sub Committee (PMSC) when the report is received under Cabinet papers.	Six Months
	Committee Representation Updates	Committee Representatives	Opportunity for Committee Representatives from Norfolk Health Overview and Scrutiny Committee, Broadland Corporate Equalities Group, Norfolk Police and Crime Panel and Norfolk Health and Wellbeing Board to report back any key information to Committee or for Committee Members to raise any questions for representatives to take forward.	Bi-Monthly
Monday 8 July 2019 at 6.00pm	Scrutiny Training	Centre for Public Scrutiny	Scrutiny Training for Members.	Once
13 August 2019	EcoCube Time and Task Limited Panel Recommendation Report	The Chairman of the Time and Task Limited Panel	To receive the Panel's Recommendation Report following its investigation into the disposal of the lease of the EcoCube.	Once
13 August 2019	Fee's on DIY Waste	Environmental Protection Manager	To receive an update how the fees were determined and impacts on levels of fly tipping since their introduction.	Once
13 August 2019	Citizens Advice Council Tax Protocol	Interim Revenues and Benefits Manager	To receive a report setting out options for the Council in respect of the Citizens Advice Council Tax Protocol.	Once
13 August 2019	Traffic flows in areas adjoining Broadland Northway	Norfolk County Highways	To assess if Broadland Northway has eased traffic pressures in adjoining areas.	Once
8 October 2019	Future Infrastructure Provision in Broadland	Greater Norwich Planning Policy Team	To identify what infrastructure provision was proposed for the District. In particular what progress was being made for the development at Beeston Park.	Once
8 October 2019	Recommendation Update	Committee Officer	To review the Committee's recommendations from Scrutiny Reviews; establish how recommendations	Six Months

Date of Meeting	Topic	Lead Officer Portfolio Holder	Objectives and Desired Outcomes	Time Cycle
			have progressed and been implemented; review any recommendation as necessary.	
8 October 2019	Resilience Update	Emergency Planning Manager	To receive an update on emergency planning activity and resilience work being carried out in the District. For Members to assess the effectiveness of the work and make recommendations as appropriate.	Six Months
3 December 2019	Joint Budget Meeting	Head of Finance and Revenues All PH's	To address Portfolio Holders with the agreed questions drafted at a workshop to be arranged separately from the agenda in October.	Annual
28 January 2020	Economic Update	Head of Economic Development/ Portfolio Holder for Economic Development	An update on the effect of Broadland's economic strategy in the District and beyond. For Members to assess the effectiveness of the strategy and make recommendations as appropriate.	Six Months
28 January 2020	Collaboration	Managing Director	To identify how the respective Leaders and the Managing Director envisage how shared services would develop over the next five years.	Once
28 January 2020	Broadband and Mobile Phone Coverage in the District	Better Broadband for Norfolk	To assess the level of broadband and mobile phone coverage in the District.	Once
17 March 2020	Council Partnership Register Review	Committee Officer	Committee to receive an update against the Council's partnership register. Committee will be asked to identify any partnership concerns that may require further investigation by a nominated time and task limited panel	Annual
17 March 2020	Committee Annual Report	Committee Officer	Committee to approve the drafted Annual Report for presentation to Council.	Annual
TBC	Early Intervention and Community Safety	Community Safety Manager and Coordinator	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	Annual
TBC	GP and Dentist provision in the District		To identify what measures were being taken to ensure that there was adequate provision of GPs to meet the level of growth in the District.	Once

Date of Meeting	Topic	Lead Officer Portfolio Holder	Objectives and Desired Outcomes	Time Cycle
TBC	Water – supply, management and climate change	Anglian Water	To investigate how water was being managed in the District and what measures were being put in place to address climate change.	Once
TBC	Staff turnover at Broadland	HR and Customer Services Members	To receive a report setting out the levels of staff turnover from 2015 to the present.	Once
TBC	Housing Allocations Policy		To undertake a joint scrutiny with South Norfolk Council to contrast and compare the Housing Allocation Policies of each authority.	Once
TBC	Affordable Housing Provision		A joint scrutiny with South Norfolk Council to investigate how effectively each authority delivered affordable housing. This should also include an assessment of why Clarion Housing, the largest stock holder in Broadland, was no longer building affordable housing in the District.	Once

Workshops

Topic	Objectives	Lead Officers	Month
Preparing to meet with Cabinet to discuss budget performance	A workshop format facilitated by the Scrutiny Research Officer and Head of Finance and Revenue for Committee Members to identify, agree, and allocate questions for Cabinet to answer at the Joint Budget meeting.	Head of Finance and Revenue Services Finance Team staff Committee Officer	October