

Scrutiny Recommendation Tracker 2023/24

Date	Topic	Responsible Officer	Resolution and Recommendations	Response / Progress	Outcome
3 Aug 2023	Leisure Recovery Plan – year 2	Assistant Director – Community Services & Leisure Operations Manager	<p>RESOLVED to</p> <ol style="list-style-type: none"> 1. Receive the end of year two performance against the leisure service’s Covid recovery plan and the potential future risks. 2. Continue to support and monitor the approved leisure service’s Covid recovery plan. 	<p>No further action required.</p> <p>No further action required.</p>	<p>The Committee was able to consider progress made with the Leisure Recovery Plan, and provide comment regarding the future direction of the service.</p> <p>Members were able to assess the offering at the centres and trends in membership numbers and associated income. This was also accompanied by pressures on the service and how these were to be addressed</p>
3 Aug 2023	Member-Led Grants	Assistant Director – Individuals & Families, and Communities Manager	<p>RESOLVED to</p> <ol style="list-style-type: none"> 1. Note the current spend against the ground rules; and 2. With a vote of 7–2, to RECOMMEND TO CABINET, that subject to the amendment of the 	<p>No further action required.</p>	<p>Firstly, members assessed the member grant spend and adherence to the ground rules. This ensures that adequate controls regarding governance of the scheme</p>

			<p>wording from “expected” to “encouraged” at 2.2 of both the Member Ward Grant and the Community Action Fund ground rules, it:</p> <ul style="list-style-type: none"> a. Approve all amendments to the Member Ward Grant, as outlined in section 4 of the report. b. Approve all amendments to the Community Action Fund, as outlined in section 4 of the report. 	<p>Cabinet agreed the new Ground Rules, in which the wording at 2.2 was changed from “expected” to “requested”.</p>	<p>In terms of the amendments to the Ground Rules, members were able to consider the practicalities of some aspects of the changes and the impact on councillors themselves. The review of the Ground Rules and subsequent amendments will ensure these are fit for purpose and work for all parties.</p>
23 Nov 2023	Cost of Living	Assistant Director – Individuals & Families	<p>RESOLVED to</p> <ol style="list-style-type: none"> 1. To note the contents of the report. 2. To schedule a further report in March 2024 to review the internal audit recommendations regarding this area of work 	<p>No further action required.</p> <p>Further report added to the work programme.</p>	<p>The Committee was able to consider progress made on how the Council has been supporting people in relation to cost of living challenges.</p> <p>Members assessed the outcomes from the previous and existing/planned cost of living projects and activities and the current state of play both locally and nationally.</p> <p>The Committee resolved to schedule a further report following the internal audit conducted in this area, enabling Scrutiny to further review progress.</p>

<p>12 Dec 2023</p>	<p>Draft Strategic Plan 2024-2028 and Delivery Plan 2024-2026</p>	<p>Assistant Director of Transformation, ICT & Digital</p>	<p>RESOLVED to</p> <ol style="list-style-type: none"> 1.To receive the draft proposals for the Strategic Plan 2024 – 2028. 2.To receive the draft proposals for the Delivery Plan 2024 – 2026. 3.To schedule a further report on 15 February 2024 for the Committee to review the final draft Plans alongside the budget, ahead of the Full Council decision. 4. To convene a Task and Finish Group to investigate, evaluate and review the Council’s Key Performance Indicators. 	<p>No further action required.</p> <p>No further action required.</p> <p>Report was brought back in February 2024.</p> <p>Task and finish group has been convened and due to report back to Scrutiny Committee on 9 May 2024.</p>	<p>The Committee was able to consider the first drafts of the Strategic Plan and Delivery Plan for the Council from 2024.</p> <p>Members provided feedback to Officers for their consideration in the finalisation of the Plans going forward.</p> <p>The Committee agreed that further work needed to be done by Members to assess the effectiveness of the Key Performance Indicators and resolved to establish and Task and Finish Group, to report back to Scrutiny Committee. At the time of writing, the Group is due to report back to the Committee on the 9 May 2024.</p> <p>The Committee resolved to receive both draft proposed plans and to schedule a further report in February following Cabinets recommendation on the final Plans.</p>
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12 Dec 2023	Draft Budget – Scrutiny Review	Assistant Director of Finance	<p>RESOLVED to</p> <p>1. To receive the draft 2024/25 budgets</p>	No further action required.	<p>The Committee received and reviewed the draft budget.</p> <p>Members were able to ask questions and receive clarifications on the draft budget. The Committee will be receiving the final budget for 2024/25 in February 2024 for further review.</p> <p>The Committee resolved to receive the draft 2024/25 budget.</p>
1 Feb 2024	Environmental Strategy and Delivery Plan Update	Clean Growth and Sustainability Manager	<p>RESOLVED to</p> <p>1.To receive the report on the effectiveness of the Council’s Environmental Strategy and Delivery Plan</p> <p>2.Recommend that officers explore including information on Big Sky within the Council Carbon Footprint report in the future.</p>	<p>No further action required.</p> <p>Update to be sought in the future for the Committee.</p>	<p>The Committee reviewed and considered the update provided by Officers on the Environmental Strategy and Delivery Plan, including the appended Carbon Emission Report.</p> <p>The Committee provided feedback to officers and resolved to recommend to officers to explore including Big Sky information within the Carbon Footprint report of the Council in the future.</p>

1 Feb 2024	Review of Early Intervention Anti-Social Behaviour Officer pilot service – review of progress	Environmental Protection Manager	<p>RESOLVED to</p> <p>1.To receive the report of Early Intervention Anti-Social Behaviour Officer Pilot Service progress to date.</p>	No further action required.	<p>The Committee was able to consider progress made on the Pilot to date.</p> <p>Members were able to ask questions and provide feedback on the Pilot and next steps.</p>
1 Feb 2024	Review of Business Regulatory Support Hub pilot service – review of progress	Food, Safety and Licensing Manager	<p>RESOLVED to</p> <p>1.To receive the report on the business regulatory support hub pilot service progress review.</p> <p>2.To recommend that officers review the funding opportunities for the Business Regulatory Support Hub post in consultation with Broadland District Council and to then take a report through to Cabinet should funding be secured.</p>	<p>No further action required.</p> <p>Update to be sought in the future for the Committee.</p>	<p>The Committee was able to consider progress made on the Pilot to date.</p> <p>Following discussion on the outcomes and benefits arising from the Pilot, the Committee added an additional recommendation and resolved to recommend to officers to review the funding opportunities for the post, in consultation with Broadland District Council, as it was a shared Pilot project.</p>

15 Feb 2024	2024/25 Budget & Longer-Term Financial Strategy	S151 Officer	<p>This item was broken down into three separate reports with the following resolutions:</p> <p>Revenue Budget and Council Tax 2024/25</p> <p>1. To endorse the Cabinet's recommendations.</p> <p>Capital Strategy and Capital Programme 2024/25 to 2028/29</p> <p>1. To endorse the Cabinet's recommendations.</p> <p>Treasury Management Strategy Statement 2024/25</p> <p>1. To endorse the Cabinet's recommendations.</p>	No further action required.	<p>The Committee were presented with the Budget reports for 2024/25 and the Cabinets recommendation to Council.</p> <p>The Committee reviewed the reports and were able to ask clarifying questions and were provided with further insight into the budget proposals.</p> <p>The Committee resolved to endorse Cabinets recommendation to Council on all reports.</p>
15 Feb 2024	Strategic Plan 2024-2028 and Delivery Plan 2024-2026	All Directors & ADs	<p>RESOLVED to</p> <p>1. To endorse the Cabinet's recommendations.</p>	No further action required.	<p>The Committee were presented with the Strategic Plan and Delivery Plan for the second time, alongside the Cabinets recommendation to Council.</p> <p>The Committee reviewed the report and were able to ask clarifying questions.</p>

					The Committee resolved to endorse Cabinets recommendation to Council.
29 Feb 2024	Cost of Living Review	AD Individuals and Families Health & Wellbeing Senior Manager	RESOLVED to 1. To receive the contents of the report. 2. Recommend that officers explore and develop better use of IT systems within the help hub to address the findings in the Internal Audit report.	No further action. Update to be sought in the future for the Committee.	The Committee were presented with the outcomes of a recent Internal Audit report which reviewed the Councils approach to the issue of Cost of Living. The Committee reviewed the information provided and asked questions to clarify some of the feedback received from the Auditors. As a result, the Committee identified that IT systems within the Help Hub presented challenges for officers. The Committee resolved to recommend that officers explored and developed better use of IT systems to help address some of the findings of the report.

<p>4 April 2024</p>	<p>Working with Housing Providers</p>	<p>Assistant Director – Individuals & Families, and Housing</p> <p>Independent Living Senior Manager</p>	<p>RESOLVED to</p> <ol style="list-style-type: none"> 1. To receive the contents of the report. 2. Recommend that officers: <ol style="list-style-type: none"> a) Introduce an anti-social behaviour MoU with housing providers be introduced to provide a more coordinated and consistent approach to dealing with housing issues. b) Review the tenant satisfaction measures for housing associations within south Norfolk. c) Work with Housing providers and other relevant providers to share appropriate information and resource. d) Review the housing needs assessment to improve long term housing availability and stock to meet our future housing needs and this to be brought back to the committee at an appropriate time. 	<p>No further action.</p> <p>Housing needs assessment review to be brought back to the Committee in the future at an appropriate time.</p>	<p>The Committee were presented with a report which provides Members with an update on the work of the Council with our housing providers in order to support tenants and those at risk of homelessness.</p> <p>The Committee also invited Clarion Housing to this meeting to provide evidence from a provider perspective within the district.</p> <p>Members were able to review the information they were provided with and ask questions of both officers and Clarion Housing.</p> <p>Following a discussion around potential actions for officers to take, the Committee resolved to add a new recommendation (see recommendation 2).</p>
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