

AGENDA

NOTE: In the case of non-members, this agenda is for information only

**Committee - OVERVIEW AND SCRUTINY
COMMISSION**

Date & Time - Thursday, 14th January, 2021 at 10.00 am

THIS MEETING WILL BE STREAMED LIVE VIA THE LINK BELOW AND WILL BE ACTIVATED AT THE START OF THE MEETING

<https://www.breckland.gov.uk/virtual-committee-meetings>

Members of the Committee requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Committee.

Members of the OSC

Mr D. R. R. Oliver (Chairman)
Mrs L.S. Turner (Vice-Chairman)
Mr T. Birt
Miss H. Bushell
Mrs V. Dale
Mr F. Eagle

Mr T. J. Jermy
Mr M. Kiddle-Morris
Mr R.G. Kybird
Mr I. Martin
Mr M. J. Nairn
Mr D. Wickerson

Substitute Members

Mr R. Atterwill
Mr H. Clarke
Mr P. Wilkinson

Mrs H. Crane
Mr P. Morton

Democratic Services
Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE
Date: Wednesday 6 January 2021

PROTOCOL

Working Style of the Overview & Scrutiny Commission (OSC) and Other Scrutiny Bodies

This document sets out the roles of Members and Officers, and the general principles to be adopted by the OSC and other scrutiny bodies such as Scrutiny Task and Finish Groups.

Member Leadership

Members of the OSC will take the lead in selecting topics for overview and scrutiny and will recognise that best practice identifies scrutiny as a non-executive Member-led activity. The OSC will expect Cabinet members to take prime responsibility for answering their questions about topics which chiefly relate to the Council's activities.

A Constructive Atmosphere

Meetings of the OSC will be constructive and not judgmental. The Commission recognises and accepts that effective scrutiny is best achieved through challenging and constructive enquiry. People giving evidence should be given due respect and not made to feel under attack.

Independence

Members of the OSC/task and finish groups will not be subject to whipping arrangements by the party groups.

Respect and Trust

Meetings will be conducted in a spirit of mutual respect and trust.

Consensus

Members of the OSC/task and finish groups will work together and, while recognising political allegiances, will attempt to achieve consensus and agreed targeted recommendations. There will be recognition that the OSC has a primary duty to scrutinise on behalf of the community.

Openness and Transparency

The OSC's business will be open and transparent, except where there are sound reasons for protecting confidentiality. The minutes of the Commission's meetings will explain the discussion and debate so that they can be understood by an outside reader.

Impartial and Independent Officer Advice

Officers who advise and support scrutiny will give impartial and independent advice, as officers support all members of the Council.

Regular Review

There will be regular reviews of how the scrutiny process is working, and a willingness to change if it is not working effectively.

Programming and Planning

It is the responsibility of the OSC and the wider non-executive to determine its work programme and to allocate specific reviews either through a dedicated task and finish group or to undertake a review itself. Before each topic/review is commenced, the O&SC will agree the scope of the exercise, what information they will need initially, and which members, officers and external witnesses they wish to see.

Managing Time

The OSC will aim to conclude the business of each meeting in reasonable time. The order of business will be arranged as far as possible to minimise the demands on the time of witnesses.

Member/Officer Roles

Executive members will regularly be called to account for the decisions they have made and to explain progress in key areas of their portfolio – and in the case of the Council Leader – the Council as a whole. Members will be expected to produce and present a brief written account of their executive activities and will then be questioned by members of the OSC for a period no longer than 20 minutes.

Co-optees

“Expert witnesses” may be co-opted onto scrutiny task and finish groups to provide technical assistance to the review. Co-optees possess no voting rights.

Substitutes

Substitute members will be so listed on the agenda papers of the Overview & Scrutiny Commission. It is a member responsibility to alert a substitute in the event that she/he cannot attend a meeting.

PART A - ITEMS OPEN TO THE PUBLIC

1. MINUTES

To confirm the minutes of the meeting held on 3 December 2020.

2. APOLOGIES AND SUBSTITUTES

To receive apologies for absence and to note substitute Members in attendance.

3. CHAIRMAN'S ANNOUNCEMENTS (IF ANY)

4. URGENT BUSINESS

To note whether the Chairman proposes to accept any item as urgent business pursuant to Section 100(B)(4)(b) of the Local Government Act 1972.

5. DECLARATION OF INTERESTS

The duties to register, disclose and not to participate for the entire consideration of the matter, in respect of any matter in which a Member has a disclosable pecuniary interest are set out in Chapter 7 of the Localism Act 2011. Members are also required to withdraw from the meeting room as stated in the Standing Orders of this Council.

6. NON-MEMBERS WISHING TO ADDRESS THE MEETING

To note the names of any non-members or public speakers wishing to address the meeting.

7. EXCLUSION OF PRESS AND PUBLIC

To consider passing the following resolution:

"That under Section 100(A)(4) of the Local Government Act 1972, the press and the public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A to the Act".

PART B – ITEM FROM WHICH THE PRESS AND THE PUBLIC ARE EXCLUDED

8. SCRUTINY CALL-INS (STANDING ITEM)

To consider the following Call-In:

Received from Councillors Atterwill, Birt and Jermy: *We wish to formally call-in the decision arrived at by Cabinet on 04.01.2021 in relation to the Barnham Broom Golf and Country Club Investment Asset - specifically the*

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herewith

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	<u>Page(s) herewith</u>
<i>decision to select option 3.</i>	
a) <u>Barnham Broom Golf & Country Club Investment Asset</u> Report of Councillor Paul Hewett, Executive Member for Contracts and Assets.	22 - 29
9. <u>HOUSING SERVICE REVIEW</u> Report of Councillor Alison Webb, Executive Member for Health and Housing.	30 - 36
WHEN CONSIDERATION OF THE ABOVE ITEMS IS COMPLETE, THE MEETING WILL REVERT TO PUBLIC SESSION	
10. <u>COUNCILLOR CALL FOR ACTION (STANDING ITEM)</u> To consider the following:	
a) <u>Flagship - Cyber Attack</u> As a follow-up to the meeting held on 3 December 2020, Mr Adrian Barber, Managing Director (Victory Housing), Flagship will be in attendance to respond to issues arisen from their substantial data leak. <i>To consider the following Call for Action received from Councillor Tim Birt and Councillor David Wickerson:</i> <i>Please could we request Flagship to attend a meeting to explain issues which have arisen from their substantial data leak. We have heard from a few tenants who have been left concerned and in the dark about consequences this serious issue.</i> <i>Opening questions for Flagship:</i> <ol style="list-style-type: none">1. <i>What happened and when?</i>2. <i>What data and how much data was compromised?</i>3. <i>Who copied the data?</i>4. <i>What action has been taken to fix leak?</i>5. <i>What action has been taken to protect tenants from the consequences, both short and long term?</i>6. <i>How are all tenants being kept informed?</i>7. <i>What is being done to help those suffering stress, especially those with mental health issues?</i>	
11. <u>DRAFT BUDGET, MEDIUM TERM PLAN AND CAPITAL STRATEGY 2021-22</u> Report of Councillor Phil Cowen, Executive Member for Finance and Growth.	37 - 94
12. <u>PLANNING ENFORCEMENT</u> Report of Executive Director for Place, Rob Walker.	95 - 100

	<u>Page(s)</u> <u>herewith</u>
13. <u>OUTSIDE BODY FEEDBACK (STANDING ITEM)</u> To receive an update from representatives on Outside Bodies.	
14. <u>WORK PROGRAMME</u> (a) A copy of the Commission's work programme is attached. The Commission is asked to agree any additions, deletions or amendments to the programme as appropriate. (b) <u>Member Issues</u> : In accordance with the Commission's protocol for member leadership, which states that members of the Commission will take the lead in selecting topics for overview and scrutiny and in the questioning of witnesses, members are invited to put forward items for selection for future review. <i>A copy of the Key Decision Plan is attached for Members' information.</i>	101 - 105
15. <u>NEXT MEETING</u> To note the arrangements for the next meeting to be held on 4 March 2021 at 10.00am.	