

**Housing and City Development Scrutiny Committee**  
**18 September 2023**

**Work Programme**

**Report of the Statutory Scrutiny Officer**

**1 Purpose**

- 1.1 To set the Committee's work programme for municipal year 2023/24.

**2 Action required**

- 2.1 The Committee is asked to identify its priorities for its 2023/24 work programme and schedule items accordingly.

**3 Background information**

- 3.1 The Housing and City Development Scrutiny Committee has been established to carry out the statutory overview and scrutiny functions in relation to matters relating to housing and city development including economic development, employment and skills, business growth and inward investment, property and asset management, housing, transport, traffic and parking. This includes:
- a) holding local decision-makers, including the Council's Executive and relevant Boards of the Council's group of companies, to account for their decisions, actions, performance and management of risk
  - b) reviewing existing policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
  - c) contributing to the development of new policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
  - d) exploring any matters affecting Nottingham and/ or its citizens
  - e) make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive
  - f) reviewing decisions made but not yet implemented by the Council's Executive in accordance with the Call-in Procedure.
- 3.2 The Committee is responsible for setting and managing its own work programme to fulfil this role. This work programme must have a clear link to its roles and responsibilities and take into account the resources available to deliver it.
- 3.3 In setting a programme for scrutiny activity, the Committee should make sure that each item included on the programme has clear objectives and desired outcomes from its work that add value to the improvement of the Council. To help prioritise items for inclusion, it is suggested that the Committee considers the questions within the Council's Scrutiny

Prioritisation Process, which is attached at Appendix A. Once items have been identified, the scheduling of those items should be timely; sufficiently flexible so that issues which arise as the year progresses can be considered appropriately; and reflect the resources available to support the Committee's work. It is recommended that there is a maximum of two substantive items scheduled for each committee meeting.

- 3.4 A proposed work programme for the municipal year 2023/24 is attached at Appendix B. This is based on areas of work identified at previous scrutiny committee meetings, horizon scanning of relevant issues, discussions at an informal meeting of Committee members to scope its work programme and feedback from relevant Portfolio Holders and Directors.
- 3.5 On the work programme, some items have already been scheduled with space for further items to be added to later meetings. This is because some potential issues require further scoping and consideration as to the appropriate timing – once this has been done they will be proposed for scheduling accordingly – and this also allows for flexibility to accommodate issues that arise as the year progresses.
- 3.6 At this meeting the Committee is asked to consider this proposed work programme and any further suggestions raised at this meeting. Any new suggestions should be appropriately scoped prior to their inclusion on the work programme.

#### **4 List of attached information**

- 4.1 Scrutiny Prioritisation Process
- 4.2 Housing and City Development Scrutiny Committee Work Programme

#### **5 Background papers, other than published works or those disclosing exempt or confidential information**

- 5.1 None

#### **6 Published documents referred to in compiling this report**

- 6.1 Nottingham City Council Constitution

#### **7 Wards affected**

- 7.1 All

#### **8 Contact information**

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