Scrutiny Committee

Members of the Scrutiny Committee:

Mrs M Dewsbury (Chairman)
Mr T Lewis (Vice Chairman)
Mrs V Bell
Mr T Blowfield
Mr L Hornby
Mr B McClenning
Mr A Pond
Mrs S Thomson
Mr K Tilcock
Mr K Weeks
Mrs J Wilby

Agenda

Date
Wednesday 12 February 2014

Time
9.30 am

Place
Colman & Cavell Rooms
South Norfolk House
Long Stratton
Norwich
Norfolk
NR15 2XE

Contact
Sue Elliott tel (01508) 533663
South Norfolk District Council
Swan Lane
Long Stratton Norwich
NR15 2XE

Email: democracy@s-norfolk.gov.uk

Group Meetings

Conservatives:
Blomefield Room 9.00 am

Liberal Democrats:
Kett Room 9.00 am

If any member of the public wishes to speak on a non-confidential item, they may do so at the discretion of the Chairman

If you have any special requirements in order to attend this meeting, please let us know in advance

Large print version can be made available

04/02/2014
AGENDA

At the discretion of the Chairman, a short break will be taken after the meeting has been running for approximately two hours.

1. To report apologies for absence and to identify substitute members;

2. Any items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B(4)(b) of the Local Government Act, 1972. Urgent business may only be taken if, "by reason of special circumstances" (which will be recorded in the minutes), the Chairman of the meeting is of the opinion that the item should be considered as a matter of urgency;

3. To Receive Declarations of Interest from Members;
   (Please see guidance form and flow chart attached – page 4)

MEMBERS ARE REQUESTED TO BRING THEIR COPIES OF THE
10 FEBRUARY 2014 CABINET AGENDA

4. Budget 2014/15
   a) REVENUE BUDGET AND COUNCIL TAX 2014/15
      (Cabinet agenda - page 126 - plus separate Appendices A, B & F)
   b) CAPITAL PROGRAMME APRIL 2014 TO MARCH 2017    (Cabinet agenda - page 154)
   c) TREASURY MANAGEMENT STRATEGY STATEMENT AND INVESTMENT STRATEGY APRIL 2014 TO MARCH 2017    (Cabinet agenda - page 166)

5. Review of Scrutiny Directorate Planning Workshop;    (report attached – page 6)

6. Filming Council Meetings;    (report attached – page 15)

7. Scrutiny Work Programme, Recommendations Tracker and Cabinet Core Agenda;
   (attached – page 18)
Working Style of the Scrutiny Committee

Independence
Members of the Scrutiny Committee and Overview Sub-Committees will not be subject to whipping arrangements by party groups.

Member leadership
Members of the Committees will take the lead in selecting topics for and in questioning witnesses. The Committees will expect members of Cabinet, rather than officers, to take the main responsibility for answering the Committee's questions about topics, which relate mainly to the Council's activities.

A constructive atmosphere
Meetings of the Committees will be constructive, and not judgmental, accepting that effective overview and scrutiny is best achieved through challenging and constructive enquiry. People giving evidence at the Committees should not feel under attack.

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

Openness and transparency
The Committees' business will be open and transparent, except where there are sound reasons for protecting confidentiality. In particular, the minutes of the Committee's meetings will explain the discussion and debate, so that it could be understood by those who were not present.

Consensus
Members of the Committees will work together and, while recognising political allegiances, will attempt to achieve consensus and agreed recommendations.

Impartial and independent officer advice
Officers who advise and support the Committees will give impartial and independent advice, recognising the importance of the Scrutiny Committee and the Overview Sub-Committees in the Council's arrangements for governance, as set out in the Constitution.

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

Programming and planning
The Scrutiny Committee will have a programme of work, in conjunction with the Overview Sub-Committees. The Committee will agree the topics to be included in the work programme, the extent of the investigation to be undertaken in relation to resources, and the witnesses to be invited to give evidence.

Managing time
The Committees will attempt 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.
Review of Scrutiny Directorate Planning Workshop

Business Improvement Manager

This report outlines the discussions at the Scrutiny workshop held on the 12th December and demonstrates that these have been used both as part of the directorate planning process, general discussion and adding value to the organisation.

Cabinet member(s): Ward(s) affected:
All

Contact Officer, telephone number, and e-mail: Warren Salmons 01508 533682 wsalmons@s-norfolk.gov.uk

1. Overview

1.1. The Council’s Directorate Business Plans form a central part of our business and financial planning process as the delivery mechanism for the vision and priorities set by members, and are integral to producing our balanced budget. The process relies on officers and members working together to ensure that the activities are focussed in the right areas and on the right things to ensure that the priorities set by Cabinet are met.

1.2. The Scrutiny workshop is integral to the process and looks at the proposed activity to ensure that officers what are proposing and resourcing reflects the vision and priorities set by members before the final directorate plans are agreed by Cabinet.

1.3. The workshop on 12th December was much more informal than in previous years and builds on the feedback from members from last year’s workshop where it was asked for a more informal approach with the opportunity for all members to ask questions of officers on directorate plan issues.

1.4. The workshop explored the following aims:
- How the draft plan delivers the Council’s priorities and outcomes
- The impact of the proposals on customers
- The extent to which the proposals are realistic and achievable

The workshop was a café style meeting open to all members who were invited to informally discuss the draft plans with senior officers.
2. **Findings**

2.1 A wide range of comments and recommendations were made and where documented can be seen in appendix 1. Those issues raised by individual members who required a detailed or individual response have received them.

2.2 Many of the questions generated good discussion at the workshop and were considered really useful by both members and senior managers. The format allowed members to ask senior managers for specific detail about their service and more direct questions relating to the Business Plans which developed greater clarity of why we would undertake particular activities. Members were able to look at the resources allocated to activities to ensure that the allocation of funds reflects the activity need, its impact and provides good value for the tax payer. The most detailed comments were for Environment & Housing directorate, Economic Development and Localism where members focus looked at front line delivery issues and challenged draft targets in the plan to clarify measures and activities.

3. **Relevant Corporate Priorities**

3.1. Enhancing our quality of life and the environment we live in.

3.2. Promoting a thriving local economy.

3.3. Supporting communities to realise their potential.

3.4. Driving services through being businesslike, efficient and customer aware.

4. **Conclusion**

4.1. The success of the workshop was in the informality of the session. It was a good opportunity for members and senior managers to discuss topics across the board. Feedback from both members and officers has shown that the conversations were constructive and although not just about the directorate plans a constructive and useful conversation took place. It may have been more helpful for the names of each service to appear on the tables so that members had signposting to the services they wanted to see. All comments and actions have been fed into the final draft directorate plan for approval at Cabinet on 10th February.

5. **Action Required**

5.1. Scrutiny to endorse a further café style workshop as part of the 2015/16 directorate planning process.
### Environment & Housing

#### Environment

<table>
<thead>
<tr>
<th>Service &amp; Short Activity description</th>
<th>Activity No</th>
<th>Members Comment/action</th>
<th>Progress on actions and comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comprehensive and targeted cleansing service that meets customer needs and business requirements</td>
<td>V2</td>
<td>Ground maintenance Are we working closely with others including NCC to work more efficiently?</td>
<td>We are reviewing and expanding our services that can be delivered from Ketteringham Depot. We have a number of external grounds maintenance contracts already and are looking to be more commercial. Clearly where there are overlaps between service providers we will consider the most efficient approach to managing, in consultation with them. We are also keen to develop less intensive management regimes. These will help to enhance the district for our residents and provide more income to the Council.</td>
</tr>
<tr>
<td>Inspect land and drinking water supplies and monitor air quality with advice support and enforcement</td>
<td>W3</td>
<td>% of plan applications – 92% appear low – is it a review issue</td>
<td>Our target of 92% of planning consultations responded to in 21 days, accounts for us not having been provided with all the information we require when forming comments. Where this is the case, more information is requested from the applicant. The applicant may be required to commission additional surveys and so the process may take longer than the 21 days. To assist the applicant we are planning on creating an information pack to provide guidance to allow efficient processing of the application.</td>
</tr>
<tr>
<td>Promote and provide business continuity arrangements to ensure continuity in adverse circumstances</td>
<td>Y2</td>
<td>What is the progress on Emergency parish plans for all Parishes?</td>
<td>We are working closely with our Parishes to support them in creating emergency response plans. We have 28 plans in place and are looking to meet our target of 33 by end of 2013/14. Additionally we have many community contacts who feel they do not require plans, but value our support and advice. The target for parish plans for 2014/15 is 35.</td>
</tr>
<tr>
<td>Work with others to develop recycling opportunities, reduce waste to landfill and increase income.</td>
<td>U1</td>
<td>Landfill waste per target – how does it compare to current performance</td>
<td>The landfill waste target for this year is 458kg/hh. The target for 2014/15 is 448kg/hh. This reduction reflects the increase of recycling we are aiming to deliver with the materials recycling facility (MRF) that we are investing in. As a reflection, the recycling target has increased from 41% for the current year to 43% in 2014/15. As the new recycling contract is due to commence in October 2014 we will have the benefit of a second half boost to recycling as the wider range of materials is collected. Also we have based our targets on projections and clearly we will see how progress matters. The increased diversion from landfill will clearly have financial and environmental benefits.</td>
</tr>
</tbody>
</table>
## Appendix 1: Directorate planning workshop – table of responses

<table>
<thead>
<tr>
<th>Issue</th>
<th>Workstream</th>
<th>Description</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inspect land and drinking water supplies and monitor air quality with advice support and enforcement</td>
<td>W3</td>
<td>Review of contaminated and database – why is this needed?</td>
<td>The contaminated land database will be reviewed in 2014/15 as part of the ongoing requirements of the Environmental Protection Act 1990. This act requires regular review of our contaminated land inspection and site prioritisation strategy. New government guidance takes a more pragmatic approach to dealing with land contamination and the strategy of local authorities for inspecting land. This will ensure our land contamination information and inspection strategy is up to date. This will also assist in dealing with planning applications and availability of information for enquirers.</td>
</tr>
<tr>
<td>Inspect land and drinking water supplies and monitor air quality with advice support and enforcement</td>
<td>W3</td>
<td>Private water supply - 85% target needs clarifying</td>
<td>The private drinking water supply target reflects our ability to issue an undertaking to the property owners where there is a technical breach of water quality standards. This undertaking allows the property owner to defer taking any action to improve their water quality, while their living situation remains the same. The wording of this target has since been reworded to clarify this and now reads as ‘% of private drinking water supplies that were found to be unwholesome, where action has been taken to remedy the situation’, with a target to 15% i.e. those with an undertaking that do not justify formal action.</td>
</tr>
<tr>
<td>Respond and take action from residents concerning statutory nuisance issues</td>
<td>W5</td>
<td>Noise nuisance call % target need clarifying in terms of other volumes</td>
<td>As you would expect nuisance complaints vary year on year. We are currently experiencing numbers that will reflect 720 complaints for 2013/14. Numbers in former years have been around this figure, however we saw a reduction in 2012/13 to 606. Therefore, we have chosen to reflect the target in percentages so that it is more relevant to reflect the outcome rather than the volume of work.</td>
</tr>
<tr>
<td>A comprehensive efficient and comprehensive customer focussed collection service</td>
<td>V1</td>
<td>Plastic bags... into petroleum? why are we not dividing our recyclables in this way</td>
<td>Explanation was given of alternatives of the new recyclables contract and issues relating to it.</td>
</tr>
<tr>
<td>All</td>
<td></td>
<td>Issue of ageing workforce – how will we handle this in heavy work areas</td>
<td>Workplace risk assessments and occupational health consultations can be of assistance to highlight ways of making the work manageable. Workable targets have been set for all staff and monitored. Where colleagues may be struggling to meet targets, discussions occur and support is put in place.</td>
</tr>
</tbody>
</table>
### Housing and public Health

| Help vulnerable people maintain independence in their own homes | Z8 | Can we explain more about the 25% target when policy asks for up to 33% | The 25% target is an average. It is to be calculated as the total of all affordable homes dwellings in S106 Agreements signed in the financial year for qualifying sites as a percentage of total dwellings on those sites. |

### Growth and Localism

### Economic Development

<table>
<thead>
<tr>
<th>Delivering high value jobs for SN residents by supporting the continued development of the NRP as a world leading centre for research excellence</th>
<th>B2</th>
<th>Could we be clearer on what Growth Hubs are?</th>
<th>This has been added into to the plan and that these are linked to City Deals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support local businesses and entrepreneurs to seize opportunities to grow, increasing levels of employment across the district</td>
<td>B1</td>
<td>Should we be measuring the increase in profit of the Top 20 companies rather than the turnover?</td>
<td>Whilst profit is central for companies to sustain and grow, this particular measure seeks to take a look at the wider economic position of the businesses in South Norfolk, e.g. number of employees, levels of finance it is able invest. Turnover is therefore seen as more reflective of this.</td>
</tr>
<tr>
<td>Through the Market Towns initiative work with SN Market Towns as key deliverers of Economic growth.</td>
<td>B4</td>
<td>Could we include the baseline figures for the footfall in the market towns</td>
<td>% increase in level of footfall improvements have been included in the directorate plan</td>
</tr>
</tbody>
</table>
## Localism

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
<th>Additional Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delivering a programme of Civic events</td>
<td>A5  Could be clearer about how much of budget is the Chairman’s and that the programme of events which be shaped in consultation with the Chairman</td>
<td>This level of detail is not required in the directorate Plan. The financial figure includes all related costs eg staff costs as well as the budget for the Chairman’s events</td>
</tr>
<tr>
<td>Deliver a programme of Sport and physical activity in order to increase participation and improve the Health and wellbeing of residents.</td>
<td>A4  Possibility of a Mobile Gym in Hethersett?</td>
<td>This initiative is being pursued in Hethersett.</td>
</tr>
<tr>
<td>Lead and coordinate strategic activity and partnerships that are focused on economic growth, early intervention and wellbeing and ensure that local communities reap the benefits of growth</td>
<td>A1  Ensuring there is a pro-active early intervention mechanism with all agencies tied together</td>
<td>This is currently being developed with NCC and other partners.</td>
</tr>
<tr>
<td>Lead and coordinate strategic activity and partnerships that are focused on economic growth, early intervention and wellbeing and ensure that local communities reap the benefits of growth</td>
<td>A1  Queried the influence we have in the Child Poverty Strategy. Keen to see what comes as a result of the strategy</td>
<td>SNC is now a leading agency in the early help agenda, part of which will address child poverty</td>
</tr>
<tr>
<td>Maximise the level of economic development across SN, working</td>
<td>B1  Queried whether we should be measuring turnover or profit of local businesses.</td>
<td>Whilst profit is central for companies to sustain and grow, this particular measure seeks to look at the wider economic position of the businesses in South Norfolk, e.g. number of employees, levels of finance it is able invest. Turnover is therefore seen as more reflective of this.</td>
</tr>
</tbody>
</table>
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<thead>
<tr>
<th>Delivering high value jobs for SN residents by supporting the continued development of the NRP as a world leading centre for research excellence</th>
<th>B2</th>
<th>How can we ensure that the Market Towns route map as a milestone will not prevent other work progressing</th>
<th>All activities in the Directorate Plan will be prioritised.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Through the Market Towns initiative we will work with SN markets towns as key deliverers of economic growth</td>
<td>B4</td>
<td>Can we be better at promoting the special weeks of activity in the District</td>
<td>The events and festival brochure will be produced this year. Work with Visit Norwich will also provide an on-line channel for promotion.</td>
</tr>
<tr>
<td>Lead and coordinate strategic activity and partnerships that are focused on economic growth, early intervention and wellbeing and ensure that local communities reap the benefits of growth</td>
<td>A1</td>
<td>How can we use our land (e.g. resources) to support training and opportunities for NEETs? Can we demonstrate how we are working with the Prince’s Trust?</td>
<td>We will work with the Princes Trust to deliver their “Get Into” and “Get Started” programmes.</td>
</tr>
<tr>
<td>Not specific to activity</td>
<td>Split should be outlined for SLAs and what the anticipated changes would be - clarified that Housing have been responsible for securing CAB funding</td>
<td>A review of SLAs is being undertaken</td>
<td></td>
</tr>
<tr>
<td>Not specific to activity</td>
<td>Could we offer Diss Food bank with one of our empty buildings as they are short on space</td>
<td>This possibility is outside the directorate plan but will be investigated.</td>
<td></td>
</tr>
<tr>
<td>Not specific to activity</td>
<td>How can we provide data to members so that they can effectively tap into private funds to support communities and projects</td>
<td>Members have received presentations on the Needs Assessment Toolkit developed in the Communities Team. Further work with Members to publicise how the toolkit can be used to evidence need will be carried out.</td>
<td></td>
</tr>
</tbody>
</table>
## Corporate Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>Reference</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Managing maintaining and delivering corporate assets/services</td>
<td>J3</td>
<td>Review street names – Is this about enforcing? The plan incorporates the review of street naming and numbering.</td>
</tr>
<tr>
<td>Establish an effective mechanism to deliver a sustainable SNC park</td>
<td>J1</td>
<td>Events at the park were discussed: Duke of Edinburgh NFP involvement with County park and apprentices, volunteer well-being/walks and events for older kids. This issue on events is now incorporated into the directorate plan.</td>
</tr>
<tr>
<td>Manage SNC operational properties</td>
<td>J4</td>
<td>Are we considering looking at putting amenity land in an arm’s length body trust such as NFP and use volunteers to manage. There is a SLA in place for NFP and it is now in the directorate plan.</td>
</tr>
<tr>
<td>Managing maintaining and delivering corporate assets/services</td>
<td>J3</td>
<td>What is happening about the disposal programme in particular; Hethersett allotments Likely that a graduate from UEA can help with this work as part of the review of a disposal programme.</td>
</tr>
</tbody>
</table>

## Financial Services

<table>
<thead>
<tr>
<th>Description</th>
<th>Reference</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advise and support key procurements to ensure they are carried out effectively</td>
<td>L5</td>
<td>Investigate whether (quantify how much) discount could be requested by paying suppliers earlier than 30 days. Also discounts for bulk/central procurement. We have reviewed the last 100 invoices and there was no discount available for early payment. However where appropriate we already take advantage of discounts from utility companies for paying by direct debit e.g. BT. By paying our suppliers within 30 days we avoid the late payment penalties which suppliers can charge under the late payment legislation. We are always looking to obtain best value when procuring or tendering for goods and services and have been concentrating on the high value end of the goods and services we procure to ensure we fulfil the requirements of the EU public procuring regulations. Where possible we also join in shared procurements e.g. internal audit, potential banking contract. We also utilise other frameworks such as ESPO and the Government Marketplace to ensure both our legal compliance and value of money.</td>
</tr>
</tbody>
</table>
Appendix 1: Directorate planning workshop – table of responses

| Continue to ensure the updating of customer records and the collection of revenues to maximise efficiency | M6 | Review how many of the non DD payers could be encourage to transfer to DD compare with neighbouring authorities (dd take up) | We have recently added another DD option of the 28th to assist residents who are paid at the end of the month and are looking to join in the national competition run by BACS to promote paying by DD as part of the annual council tax billing process. From initial discussions we also plan to visit another local authority during the year who have a higher DD take up to compare their practices with ours and will then take forward any recommendations. |

| Democratic Services | A positive discussion from members relating to electronic working and moving towards the 2015 elections | These issues were not directly related to the plan and required no further work outside of the ongoing projects already in these areas. |

| Chief Executives | Engagement, Marketing and Communications |

| What are the visitor numbers for South Norfolk on Show (SNOS) | Visitor numbers to this year’s show were 4,000 numbers have increased steadily year on year since the show began in 2011 with 2013 attendance double that of 2012 |

| Do we charge businesses for a stall at SNOS | We charge businesses who want to pitch a stall of nominal fee of £15 as we want to build the event through providing as many attractions as possible and also encourage SMEs to participate – The response from members was that this was nominal fee was too low and this is will be reviewed before the next SNOS |
Filming Council Meetings

Compliance and Risk Manager

This report provides an update to the Scrutiny Committee regarding the filming of Council meetings.

Cabinet member(s): Ward(s) affected:
Garry Wheatley All

Contact Officer, telephone number, and e-mail:
Leah Mickleborough 01508 533954 lmickleborough@s-norfolk.gov.uk

1. Background
1.1. In July 2013, the Department for Communities and Local Government issued guidance to local authorities encouraging them to allow members of the public to film Council meetings. In line with this guidance, initial proposals were put to Council in September 2013, who decided to refer the matter to the Scrutiny Committee for further consideration.

1.2. Following the Council meeting, the Government announced that more detailed, statutory proposals on the filming of meetings would be included as part of the Local Audit and Accountability Act. As such, it was suggested to the November Scrutiny Committee meeting that further consideration should be undertaken once the legal position becomes clearer. The Act received Royal Assent on 30 January, and as such we are now in a position to update the Committee.

2. Current Position and Issues
2.1. The Local Audit and Accountability Act includes a section in relation to filming Council meetings. This section is distinctly unclear, highlighting only that the Secretary of State may, by regulations, make provisions:

2.1.1. To allow people to film, photograph or make sound recordings of proceedings of the Council (this would potentially cover all public meetings of the Council)

2.1.2. To allow people to use “other means” to enable persons not present at such a meeting to see or hear proceedings of the meeting at a later date (in other words, people would be able to re-use footage to allow others to see it)

2.1.3. To allow people to report or provide commentary on the proceedings at meetings at a later date
2.1.4. To allow people to make footage available to other members of the public via any medium, including the internet

2.1.5. To allow facilities to be made available to enable people to film and record meetings

2.1.6. About the steps that should be taken by people who wish to record and film Council meetings and the situations when they should not be allowed to film meetings

2.2. When the matter was considered by Council, members expressed a range of concerns including the ability of the Council to control and monitor such footage, and whether arrangements included both video and audio recordings. A clear inference can be taken from 2.1 above that the Government do intend to give a quite wide-ranging scope to allow people to film and broadcast Council meetings, and despite concerns, the Council may have very limited ability to monitor and control use of such footage.

2.3. At the time of writing, the formal regulations which provide the detail on what Councils will be required to do are yet to be issued. However, the Act also indicates that Councils will be required to bring the new rules into effect by 30 March 2014.

2.4. It should be noted that requests to film meetings are exceptionally rare; however, the new rules may provoke some interest. The Constitution presently allows the Chairmen of Committee meetings the discretion as to whether or not to allow people to film Council meetings.

3. Proposal and Reasons

3.1. Given the regulations are yet to be released, there is insufficient time before Council on 24 February for officers and members to properly consider how the regulations should be applied. Interim measures will therefore need to be employed to ensure the Council is legally compliant, with the view to putting forward further recommendations in due course.

3.2. In this regard, officers intend to propose to Council that on a temporary basis, the Constitution is amended to reflect that the Council will allow filming of Council meetings in line with the requirements of the Local Audit and Accountability Act 2014 and any subsequent regulations issued. Should the Council receive any requests to film meetings, or the regulations require the Council to record meetings itself, the Monitoring Officer (or Deputy) and the Chair of the Committee can then discuss on a case-by-case basis how this may be most effectively managed.

3.3. Once the regulations have been issued (presumably before 30 March), officers can then analyse the potential options with a view to consideration at the Scrutiny Committee on 9 April, and formal recommendations to then be made to Council on 19 May.

4. Other Options

4.1. Without the regulations being known at this stage, there are very limited other options that can be presented that allow the Council to operate within both the spirit, and the requirements of the law.
5. **Implications**

5.1. Legal – the Council needs to ensure it is compliant with the Local Audit and Accountability Act 2014, which introduces new regulations on 30 March 2014.

5.2. Equalities – allowing recording of Council meetings may give greater access to Council meetings on the part of those people who presently find it challenging to access the meetings.

6. **Conclusion**

6.1. The Local Audit and Accountability Act requires the Council to allow the recording of Council meetings. Unfortunately, detailed regulations are not available at present and the Council are likely to have a very short timeframe in which they will be able to implement the regulations.

6.2. The proposed temporary option provides an avenue for the Council to remain legally compliant whilst enabling a more detailed consideration at the Scrutiny Committee in April, with a view to making further recommendations to Council.

7. **Recommendations**

7.1. Scrutiny Committee is requested to endorse the proposed temporary solution at paragraph 3.2