

Scrutiny Committee

Wednesday 16 May 2018

*9.30 am, Cavell and Colman Rooms
South Norfolk House, Cygnet Court,
Long Stratton, Norwich, NR15 2XE*

**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



Contact: Sue Elliott on 01508 533869 or democracy@s-norfolk.gov.uk

Members of the Scrutiny Committee:

(Membership to be confirmed)

This meeting may be filmed, recorded or photographed by the public; however, anyone who wishes to do so must inform the chairman and ensure it is done in a non-disruptive and public manner. Please review the Council's guidance on filming and recording meetings available in the meeting room.

Agenda

1. **To report apologies for absence and identify substitute voting members (if any);**
2. **To deal with any items of business the Chairman decides should be considered as matters 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 attached page 7)
4. **To confirm the minutes of the Scrutiny Committee meetings held on 24 January and 7 February 2018;**
(attached – page 8)
5. **Review of Member Ward Grant Spending;**
[Please view the Member-Led Grant Ground Rules here](#)
[Please find the Member Ward Grant Spending Summary here](#)

Members are requested to review the grants process, ensuring compliance with the ground rules, and that monies are spent effectively and in line with corporate priorities.

The Scrutiny Committee is invited to recommend any changes (if necessary) to the current scheme.

6. **Broadland and South Norfolk Collaborative Working Opportunities – Update from Scrutiny Committee Chairman;**
(verbal update)
7. **Scrutiny Work Programme and Cabinet Core Agenda;** (attached - page 18)

Working style of the Scrutiny Committee and a protocol for those attending

Independence

Members of the Scrutiny Committee will not be subject to whipping arrangements by party groups.

Member leadership

Members of the Committee will take the lead in selecting topics for and in questioning witnesses. The Committee 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 Committee 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 Committee should not feel under attack.

Respect and trust

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

Openness and transparency

The Committee's 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 Committee 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 Committee will give impartial and independent advice, recognising the importance of the Scrutiny Committee 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. Members 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 Committee 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.

Agenda Item: 3

DECLARATIONS OF INTEREST AT MEETINGS

Members are asked to declare any interests they have in the meeting. Members are required to identify the nature of the interest and the agenda item to which it relates.

- In the case of **other** interests, the member may speak and vote on the matter.
- If it is a **pecuniary** interest, the member must withdraw from the meeting when it is discussed.
- If it **affects or relates to a pecuniary interest** the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting.
- Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.
- In any case, members have the right to remove themselves from the meeting or the voting if they consider, in the circumstances, it is appropriate to do so.

Should Members have any concerns relating to interests they have, they are encouraged to contact the Monitoring Officer (or Deputy) or another member of the Democratic Services Team in advance of the meeting.



SCRUTINY COMMITTEE

Minutes of a meeting of the Scrutiny Committee of South Norfolk District Council held at South Norfolk House, Long Stratton on 24 January 2018 at 9.30am.

Committee Members Present: Councillors: G Minshull (Chairman), B Bernard, B Duffin, T Lewis, L Neal, and T Palmer

Apologies: Councillors: C Gould, R Savage and J Wilby

Substitute Members Present: Councillors: M Dewsbury for R Savage and M Wilby for J Wilby

Cabinet Member in Attendance: Councillor: Y Bendle

Officers in Attendance: The Director of Growth and Business Development (D Lorimer), the Director of Communities and Wellbeing (J Sutterby), the Assistant Director – Resources (P Catchpole), the Head of Business Transformation (H Ralph), the Business Improvement Manager (A Mewes) and the Senior Governance Officer (E Goddard)

1214 MINUTES

The minutes of the meeting of the Scrutiny Committee held on 2 January 2018 were confirmed as a correct record and signed by the Chairman.

1215 REVIEW OF THE 2018/19 BUSINESS PLAN

The Committee considered the report of the Business Improvement Lead, which presented members with the draft Business Plan for 2018/19.

The Business Improvement Manager outlined the key areas of the Plan, explaining that due to an anticipated increase in income, there was an overall net cost reduction of £286k, when compared with the Plan for 17/18. He informed the Committee that the Health and Wellbeing and Early Help activities attributed to the majority of revenue spend and there had also been a slight increase in capital investment in this area, relating to investments in leisure facilities. Members noted that the majority of capital expenditure continued to focus on economic growth.

Cllr T Lewis referred to the Norfolk Constabulary proposals to discontinue the role of Police Community Support Officers (PCSOs), and expressed concern with regard to the impact of this on South Norfolk residents. Cllr Lewis suggested that officers could investigate further whether any functions currently carried out by PCSOs, could instead be carried out by the Council. In response the Director of Communities and Wellbeing stressed the need for caution when considering taking on activities that another statutory body had chosen not to pursue. He added that the PCSOs were currently still in post, and that the impact of their removal was an unknown; there was no evidence as yet to suggest that residents would be adversely affected. The Senior Governance Officer reminded the Committee that Scrutiny was “evidence based” and she suggested that she could liaise with Cllr Lewis to scope a potential future report, to be considered by the Scrutiny Committee, some six to nine months after the changes had been implemented. The Committee agreed that this was the appropriate course of action.

Members then considered the draft Business Plan, page by page, and officers responded to a number of queries on points of detail. The Committee agreed that it would be helpful if the Plan explained more explicitly why some corporate activities were repeated across different themes, and how this spend was apportioned. Members suggested that next year’s Plan should contain more details regarding the sources of funding, and more information concerning large capital spends.

During discussion, reference was made to the following activities in the Plan:

E3 Infrastructure Delivery Programme

Members referred to the £5M allocated for the Long Stratton Bypass, and the Director of Growth and Business Development explained that this sum had been set aside as a precaution only and that CIL and external funding sources would be exhausted before any Council monies would be used to fund the project. In response to a query regarding the need to borrow to fund the

project, she explained that it was anticipated that a level of borrowing would be required to fund the whole capital programme, in the next five years.

E6 Commercial Property Investment and Development

Following a query, the Assistant Director – Resources advised members the capital spend allocation of £5.2M would contribute to Phase 3 at Rosebery Park in Poringland, and other Big Sky Developments in Cringleford.

E15 Norwich Enterprise Zone

The Director of Growth and Business Development explained that it was likely that the Council would need to provide a loan to fund this initiative, to the sum of £3M during 2018/19. Members noted that the monies would be repaid to the Council, with interest, through the business rates generated from the Enterprise Zone.

E28 SNC Corporate and Internal Communications

In response to a query regarding in-house video technology, the Head of Business Transformation explained that social media content in the form of videos was more effective and interactive, attracting more public interest. A recent example of this was the marketing for the Council's annual Pub of the Year awards.

E32 Procurement

In response to a question, the Assistant Director - Resources informed members that the Council currently employed a Procurement Officer who was involved in a number of the Council's larger contracts, such as the Long Stratton Leisure Centre. His work had expanded to other councils and he had also delivered training to suppliers.

E33 Implement the IT Strategy

Regarding a query about telephony, the Assistant Director - Resources explained that the contract was currently out for procurement and he hoped that a new telephony solution would be in place before the end of the current financial year. Members noted that £65k had been allocated for this project during 17/18 (although there was a possibility that this may slip in to 18/19) and that a further £20k had been set aside for 2018/19. Regarding a query concerning an upgrade on mobile devices to Windows 10, it was noted that this was to be rolled out in a phased approach. The aim was to create a standard platform, so that IT staff were supporting less applications.

H3 Long Stratton Leisure Centre / Community Hub

Members noted that contracts concerning the refurbishment of the Long Stratton Leisure Centre were due to be signed that week, with an expected project delivery date of before Christmas.

H5 Development of Leisure Centre Portfolio Offering

The Committee was informed that the £1.3M capital spend under this activity was allocated to help develop existing community provision, such as that provided at Hethersett, and Ketts Park in Wymondham. Members noted that the capital funding would all come from external funding sources.

H8 Universal Credit Scheme

Referring to the Universal Credit Scheme, members noted that only some residents from the Beccles Job Centres had been affected, with the Norwich and Diss branches yet to move over to the scheme. In response to a query, the Director of Communities and Well-being confirmed that there was not one nominated officer dealing with Universal Credit at South Norfolk, instead the knowledge was spread across the team.

H13 Support for Residents to Access Early Help Services

The Committee's attention was drawn to the recent appointment of the Minister for Loneliness and the dedicated fund set up to tackle this issue. The Director of Communities and Wellbeing confirmed that the Council would be seeking funding from this source and he also referred to funding provision from Norfolk County Council.

P1 Sustainably Manage the Street Scene**P2 The Delivery of Waste and Recycling Services**

In response to a query regarding the planned £103k capital spend in this area, the Director of Growth and Business Development confirmed that new sweepers were required for the Street Cleansing Team. Members noted that the allocated £778k would be used to replace some of the aging refuse fleet. It was explained that two of the older vehicles would be maintained as spares, to reduce the need to use hire vehicles on occasions.

P7 Environmental Quality including Community Assets

Referring to the £435k capital spend allocated to Environmental Quality and Community Assets, members noted that some of this spend would be invested in the upkeep of play areas and divestment of toilets.

P12 One Public Estate

The Director of Communities and Wellbeing confirmed that the Council was not currently working on any tangible projects regarding the One Public Estate initiative. Referring to previous plans to share the Ketteringham Depot with Norfolk County Highways, the Director of Growth and Business Development explained that it had not been feasible to pursue this project as Norfolk County Council was unable to provide the substantial investment required. Members were reminded that the Council continued to capitalise on its office space at South Norfolk House, with Children's Services recently moving in to the Daniel's Room.

M4 MFT/OD Moving Forward Together Programme and Organisational Development

Members queried the £145k capital allocated under this activity, and officers suggested that this may have been assigned incorrectly. The Head of Business Transformation agreed to look in to the matter further and to report back to members after the meeting. (subsequent to the meeting, members were informed that this figure had been incorrectly assigned to this activity. This allocation was for IT spend on pc requirements, server replacements, tablets and the telephony project).

Turning to Appendix B of the report, Cllr Lewis queried whether the 2018/19 targets were really “stretching” as most of them appeared to be the same as those set for the current year. The Business Improvement Manager confirmed that targets were already stretching and reminded members that it was possible to set lower intervention levels if appropriate. With regard to a query regarding LI758, External Funding Identified and Brought in to the Local Economy, the Director of Growth and Business Development explained that the current target for 2017/18 was over- achieved due to some significant one-off grants which had been successfully obtained in the current year. It was therefore felt appropriate not to increase the target for 2018/19.

RESOLVED: TO RECOMMEND THAT CABINET:

1. Approves the 2018/19 Business Plan, subject to:
 - a) An explanation in the Plan, as to why some activities are repeated across different themes, and how spend is apportioned;
 - b) That officers check the £145k capital spend against activity M4 MFT/OD.
2. That in future years:
 - a) The Plan details sources of funding that have been secured in relation to identified capital spend, i.e grant, income or loan;
 - b) Where capital costs exceed £250k, a brief explanation is provided regarding what the spend is for.

1216 BROADLAND AND SOUTH NORFOLK COLLABORATIVE WORKING OPPORTUNITIES – UPDATE FROM SCRUTINY COMMITTEE CHAIRMAN

The Chairman updated members on the progress of collaborative working opportunities between Broadland and South Norfolk Councils.

Members noted that interim planning arrangements had come into effect from 22 January, following agreement from Scrutiny and Cabinet at both South Norfolk and Broadland. This was one of the first services looking at further ideas for collaboration and this would feed in to the June/July feasibility report to members. He advised that Helen Mellors, the Development Manager, John Walchester, the Spatial Planning Manager and Phil Courtier, the Head of Planning, would share their working week across the two councils.

The Chairman referred to a visit to East Suffolk Council (Suffolk Coastal and Waveney) on 11 January, where the two councils had been working collaboratively for over ten years and were now merging to become one. He explained the visit to have been most useful, and that advice received had been to concentrate on “quick wins” and to ensure that all members were on board going forward. Over £18M had been saved over the last 10 years of working together, however it was noted that most of these savings had focussed on one of the councils, with initially one of the authorities being in a much stronger position than the other. Members were reminded that South Norfolk and Broadland’s focus was to drive the growth agenda and gain more of a national voice, which was different to that of East Suffolk Coastal.

The Head of Business Transformation explained that the feasibility study was underway with the first staff workshops having already taken place. She explained that staff from all levels would be involved, and that a progress report would be fed back to the joint member groups week commencing 26 March 2018, and then on to both full Councils in April.

Members were reminded that an informal networking event was to take place at Poringland Community Centre on 29 January, 5 – 7pm for both Broadland and South Norfolk members.

1217 SCRUTINY WORK PROGRAMME, TRACKER AND CABINET CORE AGENDA

The Committee noted the Work Programme, Tracker and Cabinet Core Agenda.

(The meeting concluded at 10:54am)

Chairman

SCRUTINY COMMITTEE

Minutes of a meeting of the Scrutiny Committee of South Norfolk District Council held at South Norfolk House, Long Stratton on 7 February 2018 at 9.30am.

Committee Members Present: Councillors: G Minshull (Chairman), T Lewis, B Bernard, B Duffin, L Neal, T Palmer, R Savage and J Wilby

Apologies: Councillor: C Gould

Substitute Member Present: Councillor: V Thomson for C Gould

Cabinet Members in Attendance: Councillors: Y Bendle and L Hornby

Officers in Attendance: The Director of Growth and Business Development (D Lorimer), the Director of Communities and Well-Being (J Sutterby), the Assistant Director of Resources (P Catchpole), the Accountancy Manager (M Fernandez-Graham), the Group Accountant (J Brown) and the Senior Governance Officer (E Goddard)

1218 2018/19 BUDGET REVENUE BUDGET, CAPITAL PROGRAMME AND COUNCIL TAX 2018/19

In the absence of Cllr Stone, Cllr L Hornby introduced the report, which detailed the Revenue Budget from which Council Tax levels would be determined by Full Council, and proposed a Capital Programme for the financial years 2018/19 to 2022/23 which set out the Council's capital investments in line with the Capital Strategy approved by Cabinet on 24 October 2016.

The Assistant Director of Resources advised the Committee that the general strategy and direction for the Council's resources, as detailed in the report, remained similar to that of the previous year but that any financial changes which might arise from the Council's future collaborative working with Broadland District Council had not been taken into account.

The Accountancy Manager provided members with a presentation and summarised the salient points in the report, advising of the changes affecting the Council's financial position, such as the reforms to New Homes Bonus resulting in a reduction of £551,000 compared to 2017/18, and the anticipated higher pay award of 2% for 2018/19. It was noted that some estimations had been made in the Medium Term Financial Strategy due to the yet unknown impact of the Government's announcement to increase business rates retention from 50% to 75% from 2020/21. Officers advised that once more information was available, they would be in a position to provide a more accurate assessment of the impact that these changes might have on the Council's finances but anticipated that the fairer funding consultation would ultimately lead to changes in baselines which would likely reduce the benefits of retaining a larger share of the business rates.

The Committee noted that, since the Capital Program had been drafted, a Housing Infrastructure Fund grant of £5.5 million had been awarded to the Council. In response to a member's query, the Director of Growth and Business Development advised that, although no detailed information was yet available, it was anticipated that this grant funding would be received in tranches and transferred to Big Sky Developments to deliver infrastructure up-front for the development at Cringleford. She further added that the intention was for this land to be split into smaller packages to attract smaller building companies to advance and accelerate growth, with some plots set aside for self-build projects. Members were advised that, as detailed in the bid for grant funding, once the land had been developed and profits were being realised, these monies would be continually re-invested by Big Sky into infrastructure and developments throughout the District in future schemes. In response to a member's question regarding the financial relationship between the Council and Big Sky Developments, officers clarified that Big Sky were currently paying interest to the Council for borrowing, and were also being charged management fees in respect of the support provided by SNC for HR, IT and marketing. The Director of Growth and Business Development added that the commercial interest rates charged to Big Sky together with the profits received from the sale of the two plots of land and from the future sale of properties would result in significantly higher profits to the Council than those which would have been achieved from alternative forms of investment.

In response to a member's question regarding the level of income achieved from the 3G pitch in Long Stratton, it was noted that this was included within the figures for leisure services but would not be detailed further at this stage. Cllr Bendle reminded members that leisure services would be considered at a future meeting of the Scrutiny Committee when more specific details would be available.

Members considered the Council's policy for increasing charges to reflect the Retail Price Index (RPI) and it was suggested that this be changed to instead reflect the Consumer Price Index (CPI). In response, the Director of Growth and Business Development advised that members had adopted the policy to use RPI in 2016 and cautioned the Committee that, as RPI was higher than CPI, if this was changed then the Council would need to find more funding to reduce the deficit.

The Committee discussed the Council's borrowing, as detailed in the report and officers clarified that the rates and types of borrowing used was determined on a case-by-case basis and varied in order to smooth out the risks and interest rates over different periods. The Assistant Director of Resources reassured members that a significant percentage of the Council's borrowing was supported by assets such as retained houses in Big Sky Property Management Ltd and other resources which would generate income, and develop further property assets. The Accountancy Manager added that the Council's future borrowing would be secured on fixed rates to protect it against steep rises in interest rates which could, conversely, be favourable to the Council by way of increasing its return from cash investments. In response to a query regarding the borrowing levels for the Norwich Research Park Enterprise Zone, members were reminded that these were not yet known but it was intended they would be repaid through the receipt of business rates, and that this strategy had already been approved by the Council. The Assistant Director of Resources clarified that the Council had zero total borrowing at the present time.

Members questioned whether the proposed increase of £5 in Council Tax for 2018/19 to assist SNC in meeting its financial challenges over the next five years would be linked to inflation. Officers clarified that £5 for a Band D property was the maximum increase which the Council was permitted to apply to Council Tax without triggering a referendum.

The Committee considered the deficit of £2.2 million, as forecasted in the report, and discussed how this could be mitigated through increasing revenue streams and making leisure centres and services such as street-lighting and dog bin provision more cost effective. The Assistant Director of Resources reiterated that any financial changes which might arise from the Council's future collaborative working with Broadland District Council had not yet been taken into account.

The general consensus of the meeting was to endorse the recommendations of Cabinet however; Cllrs Lewis and Bernard reserved their positions on this matter until the meeting of Council on 19 February 2017.

RESOLVED:

To endorse the recommendations of Cabinet for the Revenue Budget, Capital Programme and Council Tax 2018/19.

**1219 2018/19 BUDGET;
TREASURY MANAGEMENT STRATEGY 1 APRIL 2018 TO 31 MARCH 2021**

The Accountancy Manager summarised the salient points in his report, which sought to outline the proposed Treasury Management Strategy from 1 April 2018 to 31 March 2021, incorporating the Council's Capital Strategy in accordance with the revised Treasury Code of Practice issued by CIPFA in December 2017.

In response to a member's query regarding the effect of current volatility in the Stock Market, officers reassured the Committee that the Strategy was very 'prudent' and reiterated that some of the Council's income was generated from rental properties and that any steep increases in interest rates might have a favourable effect on the return from the Council's cash investments.

After officers provided a brief explanation of the balance sheet summary analysis, as detailed in the report, it was:

RESOLVED:

To endorse the recommendations of Cabinet for the Treasury Management Strategy 1 April 2017 to 31 March 2020.

1220 BROADLAND AND SOUTH NORFOLK COLLABORATIVE WORKING OPPORTUNITIES – UPDATE

The Chairman advised that, since the last meeting of the Scrutiny Committee, there were no further updates but reminded members that they were invited to attend a briefing later in February.

1221 SCRUTINY WORK PROGRAMME, TRACKER AND CABINET CORE AGENDA

The Committee noted the Work Programme, Tracker and Cabinet Core Agenda. The Senior Governance Officer advised the Committee that a review of the Commercialisation Strategy Priority Opportunities had been added to the Committee's Work Programme for their consideration at the meeting to be held on 26 September 2018.

(The meeting concluded at 10:37am)

Chairman

SE/Scrutiny

Scrutiny Committee – Work Programme

In setting future Scrutiny **TOPICS**, the Committee is asked to consider the following: **T**imely – **O**bjective – **P**erformance – **I**nterest – **C**orporate Priority

T Is this the right **time** to review this issue and is there sufficient **Officer time** and resource to conduct the review? What is the **timescale**?

O What is the reason for review; do officers have a clear **objective**?

P Can **performance** in this area be improved by input from Scrutiny?

I Is there sufficient **interest** (particularly from the public)? The concerns of local people should influence the issues chosen for scrutiny.

C Will the review assist the Council to achieve its **Corporate Priorities**?

STANDING ITEM: Chairman's briefing regarding collaborative working with Broadland District Council

Date of meeting	Topic	Organisation / Officer / Responsible member	Objectives
16 May 2018	Review of Member Ward Grant spending	Head of Early Help & Cllr M Edney	For members to review the grants awarded from Member Ward budget. The Committee to make appropriate recommendations in relation to the operation of and Member Ward Budget
27 June 2018	Review of the Leisure Centre Refurbishments / Enhancements	Head of Health and Leisure Services & Cllr Y Bendle	For members to receive details of usage, income and membership figures since the refurbishments and improvements of the Council's Leisure Centres. The Committee to evaluate the impact of the enhancements and whether the outcomes have met targets set and delivered an increase in membership numbers and usage in comparison to previous figures. Members to make recommendations as appropriate. Members to also receive details of Council expenditure in relation to the Leisure Centres.
27 June 2018	Draft Feasibility Study- collaborative work with Broadland District Council	Head of Business Transformation & Cllr K Mason Billig	For members to consider the draft Feasibility Study in relation with potential collaborative working with Broadland District Council and make recommendations ahead of its consideration by Cabinet on 2 July and Council on 9 July.
27 June 2018	Review of interim arrangements of collaborative working (planning)	Head of Business Transformation & Cllr K Mason Billig	For members to consider a review the impact of the interim arrangements with regarding to the Planning Department and make recommendations as appropriate.
8 Aug 2018	<i>To be held in the event of a call-in only</i>		
26 Sept 2018	Review of commercialisation Strategy Priority Opportunities	Director of Business Development and Growth & Cllr B Stone	The Committee to review whether the Priority Opportunities outlined in the Council's Commercialisation Strategy 2017-2021 were achieved by the target date of 31 March 2018 and what the outcome of this work has been. Committee members to also consider this in relation to the objectives set out in the "How we will measure success" section of the strategy. Members should also consider the work planned in relation to medium/longer-term activities. Members to make comments and any recommendations regarding the future direction of the

Date of meeting	Topic	Organisation / Officer / Responsible member	Objectives
			Strategy in light of this.
1 Nov 2018	No items scheduled		
19 Dec 2018	No items scheduled		

CABINET CORE AGENDA 2018

	Decisions: Key, Policy, Operational	Key Decision/Item	Lead Officer	Cabinet Member	Exempt Y/N
Council AGM 14 May					
11 June	O	Performance, Risk and Capital Budget Position Report for the Financial Year 2017/18	A Mewes/M Fernandez-Graham / E Goddard	B Stone	N
	O	CNC – the Next Five Years	Debbie Lorimer	J Fuller	N
2 July		Collaborative Working	Sandra Dinneen	K Mason Billig	N
Council 12 July					
23 July	O	Performance, Risk and Capital Budget Position Report for Q1 2018/19	A Mewes/M Fernandez-Graham / E Goddard	B Stone	N
	O	Guidelines for Recreation Provision in New Residential Developments Supplementary Planning Document (SPD)	S Marjoram	J Fuller	N
	K	South Norfolk Health and Wellbeing Board Strategy	J Sutterby / S Cayford	Y Bendle	N
10 Sept	K	Norfolk Health and Wellbeing Strategy	J Sutteby / S Cayford	Y Bendle	N
Council 17 September					
5 Nov	O	Performance, Risk and Capital Budget Position for Q2 2018/19	A Mewes/M Fernandez-Graham/ E Goddard	B Stone	N
3 Dec	O	Conservation Area Boundaries and Appraisals for Brockdish, Brooke, Saxlingham Green, Saxlingham Nethergate and Shotesham.	C Bennett	L Hornby	N
Council 10 December					

Key decisions are those which result in income, expenditure or savings with a gross full year effect of £100,000 or 10% of the Council's net portfolio budget whichever is the greater which has not been included in the relevant portfolio budget, or are significant (e.g. in environmental, physical, social or economic) in terms of its effect on the communities living or working in an area comprising two or more electoral divisions in the area of the local authority.