

Overview & Scrutiny Committee

Review of Cabinet Agenda

Agenda

Date

Tuesday 2 April 2019

Members of the Overview & Scrutiny Committee

Mr D G Harrison
(Chairman)

Mr J J Emsell
(Vice Chairman)

Mr A D Adams
Mrs C H Bannock
Mr D Buck
Ms S J Catchpole
Mr G Everett
Mr R F Grady
Mr G K Nurden

Mr F O'Neill
Mr V Ray-Mortlock
Mr S Riley
Mr V B Tapp
Mrs K A Vincent
Mr D C Ward

Substitutes Conservative

Any Members not
appointed to the
Committee or to Cabinet

Substitute Liberal Democrat

Any Members not
appointed to the
Committee

Time

10.00 am

Place

Council Chamber
Thorpe Lodge
1 Yarmouth Road
Thorpe St Andrew
Norwich

Contact

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@BDCDemServices

If any Member wishes to clarify details relating to any matter on the agenda they are requested to contact the relevant Head of Service.

The Openness of Local Government Bodies Regulations 2014

Under the above Regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a protocol, a copy of which will be displayed outside of each meeting room and is available on request.

**The Chairman will ask if anyone wishes to
film / record this meeting**

A G E N D A

Page No

1 To receive declarations of interest under Procedural Rule no 8

2 Apologies for absence

3 [Minutes of meeting held on 26 March 2019](#)

4 - 9

4 Matters arising therefrom (if any)

5 Chairman's Announcements

6 Public Speaking

To consider representation from the members of the public who have expressed the wish to convey their views on items on this agenda.

In accordance with the Constitution a period of 3 minutes is allowed per member of the public.

7 Cabinet Reports

To follow

To consider the Cabinet reports in respect of the 9 April 2019 meeting.

Trevor Holden
Managing Director

OVERVIEW & SCRUTINY COMMITTEE

2 April 2019

Final Papers

Item	Details	Page No
3	<u>Minutes of meeting held on 26 March 2019</u>	4 – 9

DEMOCRATIC SERVICES

Broadland District Council
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Minutes of a meeting of the **Overview & Scrutiny Committee** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Tuesday 26 March 2019** at **10.00 am** when there were present:

	Mr D G Harrison – Chairman	
Mr A D Adams	Mr J J Emsell	Mr S Riley
Mrs C H Bannock	Mr R F Grady	Mr V B Tapp
Mr D Buck	Mr G K Nurden	Mrs K A Vincent
Ms S J Catchpole	Mr V Ray-Mortlock	Mr D C Ward

Also in attendance were the Director of People and Communities, Interim Head of Housing and Environmental Services, Emergency Planning Manager, Pollution Control Officer and the Committee Officer (JO).

The Chairman welcomed Jamie Sutterby, the Director of People and Communities, to the meeting.

The Director of People and Communities advised the meeting that he had been Director of Communities and Wellbeing at South Norfolk Council for the last 18 months and had previously worked at Hertfordshire County Council and the NHS. His Directorate included housing, early help and leisure and had a common theme of health, wellbeing and social mobility running through it.

Members noted that collaboration would lead to significant changes to the structure of the Council and emphasised the importance of keeping staff fully informed about the new management arrangements, as it could be a very unsettling process.

126 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Everett and Mr O'Neill.

127 MINUTES

The Minutes of the meeting held on 5 March 2019 were confirmed and signed by the Chairman as a correct record.

128 AIR QUALITY IN THE DISTRICT

The Pollution Control Officer informed the meeting about the activities that Broadland undertook to monitor air quality in the District.

All local authorities were required to submit an Air Quality Status Report on an annual basis. These were produced by locating Nitrogen Dioxide monitoring tubes at 24 locations across Broadland in areas where traffic

regularly queued or was slow moving, such as the Pound Lane/Yarmouth Road junction, Wroxham Road and Boundary Road, Hellesdon. Other locations included Acle and Aylsham and areas around four schools. Funding for more monitoring points in locations near schools was to be sought as part of the Bike, Walk, Scoot programme. The monitoring tubes were located in appropriate and representative sites for a period of one month before being replaced by a new tube and the removed tube sent for analysis. Air quality in Broadland had been found to be generally good.

Broadland would produce a combined Air Quality Status Report with South Norfolk Council in future, although separate data would be gathered for each authority.

Broadland and South Norfolk were also part of the Greater Norwich Air Quality Group, which sought to reduce vehicle emissions and encourage better use of public transport. Although the Group had a focus on the urban area of Greater Norwich, it was anticipated that their work would also benefit the surrounding countryside.

Broadland was also a Member of the Norfolk Environmental Protection Group, which was developing an event for Clean Air Day on 20 June 2019 at The Forum in Norwich. The event would seek to help residents recognise the financial and health benefits of reducing emissions by doing straightforward things such as making better use of public transport and turning engines off when idling in traffic. The Group were also trying to link in with schools for Clean Air Day.

The Council was considering acquiring particulate emission monitors in partnership with South Norfolk Council, Norwich City Council and the County Council. These monitors had recently become more affordable and less obtrusive and would provide detailed and continuous monitoring.

In response to a query, it was confirmed that emissions from large factories, such as the British Sugar factory at Cantley, were regulated by the Environment Agency who published their own data. It was confirmed that a link to the Environment Agency website would be placed on the Council's Air Quality Reports webpage, so that the data could be reviewed.

It was noted that construction, such as that which took place for Broadland Northway could cause temporary peaks in emissions. It was anticipated, however, that in the longer term the road should reduce emissions on the inner ring road. Developers were also being increasingly required to produce air quality reports for the construction phase of larger sites to mitigate pollution.

The Interim Head of Housing and Environmental Services advised the meeting that a joint Environmental Strategy was being drafted with South

Norfolk Council that would articulate the ambition to access external funding for monitoring of particulates. The Strategy would be brought to Cabinet later in the year.

Members noted the report.

129 RESILIENCE UPDATE

The Emergency Planning Manager advised the meeting that since his last update, in July 2018, there had been no major incidents to report. A fire had taken place at Rackheath Industrial Estate in early March, but this had been contained by the Fire and Rescue Service with no requirement for additional support from the Council.

A lot of preparation had taken place for Brexit through the Norfolk Resilience Forum. Risks identified, such as disorderly demonstrations and disruptions to food and fuel supplies had all been assessed as 'medium'. Consumer behaviour in stockpiling goods was seen as the most likely cause of any shortages as a result of Brexit.

All local authorities had been informed that they would receive £35,000 contingency funding for Brexit, but this had not been forthcoming so far. [Following the meeting it was confirmed that £17,484 had been received on 4 March 2019 and the remainder would be received in 2019/20.]

Emergency Planning work was ongoing in preparation for the District Elections in May. The Space would be used for the Count this year, but in future joint Counts with South Norfolk might be held at the Royal Norfolk Showground.

The two Councils had worked collaboratively on Emergency Planning for a number of years, but once the management restructure was in place the alignment of Business and Continuity Plans would be looked at in greater depth. It was also planned to hold some joint Emergency Planning training exercises for staff and Members.

The Committee was informed that Thorpe St Andrew Town Council was currently drafting its Community Resilience Plan and Cantley Parish Council had just completed theirs.

Broadland also sought to support businesses through the Business Emergency Resilience Group (BERG), which aimed to help big businesses support small businesses in disaster recovery.

Members noted the report.

130 PARTNERSHIP REGISTER UPDATE

The report presented an annual update of the Council's Register of Partnerships, which gave the Committee the opportunity to assess partnership performance and identify any areas that they wish to investigate further.

The Committee considered the Register and raised the following queries that they wished to have clarified:

- What was the annual cost of the Council's contribution to the Greater Norwich Growth Board?
- Why was the Council contributing £7,000 per annum to the Local Enterprise Partnership, when it was accessing significant external funding itself?
- Was the Norfolk One Public Estate Board offering value for money for the £5,000 that the Council had paid for an initial two years?
- What was the cost to the Council over the last three years of being a member of the Norfolk Waste Partnership?

Responses to the above questions would be forwarded to Members following the meeting.

In answer to a query, the Interim Head of Housing and Environmental Services advised the meeting that the local safeguarding partnerships that the Council participated in were currently going through an internal review process the outcomes of which would be reported back when completed.

A Member recommended that a senior officer be appointed to the Norfolk Community Relations and Equality Board (this role had formerly been held by the Deputy Chief Executive).

Members were advised that the cost of participation in the Norfolk Housing Alliance, which assisted in the delivery and management of affordable housing in the District was officer time. Until recently non-stockholding local authorities had not participated in the Alliance.

The Committee was informed that Pathways Norwich Homeless Services delivered against the Greater Norwich Homelessness Strategy and replaced funding lost when County Council housing and support funding was cut. The £46,000 per annum that the Council contributed was used to prevent rough sleeping mainly in Norwich, which was where most rough sleepers from Broadland gravitated to. The service was due to be evaluated at the end of its

first year and the outcomes would be reported back to Members as part of the Housing Briefing in June 2019.

The Norfolk Fraud Hub, which the Council had joined in January 2019, would be added to the Partnership Register.

AGREED

to note the content of the Partnership Register.

131 COMMITTEE RECOMMENDATION RECORD UPDATE

The report presented a record of the Committee's recommendations in order to monitor their progress.

The Committee confirmed that they did not require any additional details on progress with the recommendations at this stage.

AGREED

to note the contents of the Recommendation Record.

132 NORFOLK HEALTH OVERVIEW AND SCRUTINY COMMITTEE UPDATE

The Committee noted the outcomes and actions from the 28 February 2019 meeting of the Norfolk Health Overview and Scrutiny Committee.

133 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

The Committee received a paper which listed the following suggestions that Members had made for the 2019/20 Work Programme:

- Water – supply, management and climate change
- GP and Dentist provision in the District
- Traffic flows in the areas adjoining Broadland Northway
- Future Infrastructure Provision in Broadland
- Broadband and mobile phone coverage in the District
- Collaboration: the views of the respective Leaders and the Managing Director on how they envisaged shared services would develop over the next five years.

It was requested that reports on GP and Dentist provision, Infrastructure Provision (especially for the delivery of Beeston Park) and Water be given priority on the next Work Programme.

The following items were also suggested for the Work Programme:

- Staff turnover at Broadland District Council since 2015 to the present.
- Housing Allocations Policies at Broadland and South Norfolk – this might be carried out as a joint scrutiny investigation.
- Affordable housing provision – another possible joint scrutiny to compare and contrast how effectively each authority delivered affordable housing. This should also include an assessment of why Clarion Housing, the largest stock holder in Broadland, was no longer building affordable housing in the District.

It was confirmed that Scrutiny Training for Members was being arranged for the new municipal year.

In response to a question about providing support for the Committee by filling the vacant Overview and Scrutiny Research Officer post; the meeting was informed that this issue would be looked at once the Assistant Director of Governance and Business Support was in post.

AGREED

to note the proposed 2019/20 Work Programme.

134 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

to exclude the Press and public from the meeting for the remaining business because otherwise, information which was exempt information by virtue of Paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 would be disclosed to them.

135 EXEMPT MINUTES

The exempt Minutes of the meeting held on 5 March 2019 were confirmed and signed by the Chairman as a correct record.

The meeting closed at 11.51 am.