

# COUNCIL

## To: All members of the Council

You are hereby summoned to attend a meeting of South Norfolk Council for the purpose of transacting the business set out in this agenda.

Yours sincerely

A handwritten signature in black ink, appearing to read "Trevor Holden", with a long, sweeping horizontal stroke at the end.

Trevor Holden  
Managing Director

Cllr F Ellis  
Chairman of the Council

Cllr J Easter  
Vice-Chairman of the Council

## Date & Time:

Monday 11 October 2021  
7.30pm

## Place:

Council Chamber South Norfolk House, Cygnet Court, Long Stratton, Norwich, NR15 2XE

## Contact:

Claire White tel (01508) 533669  
Email: [democracy@s-norfolk.gov.uk](mailto:democracy@s-norfolk.gov.uk)  
Website: [www.south-norfolk.gov.uk](http://www.south-norfolk.gov.uk)

## PUBLIC ATTENDANCE:

**This meeting will be live streamed for public viewing via the following link:**

<https://www.youtube.com/channel/UCZciRgwo84-iPyRImsTCIng>

If a member of the public would like to attend to ask a question, please email your request to [democracy@s-norfolk.gov.uk](mailto:democracy@s-norfolk.gov.uk), no later than 5.00pm on Thursday 7 October 2021.

# AGENDA

1. To report apologies for absence;
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)
4. To confirm the minutes of the meeting of the Council held on 26 July 2021;  
(attached – page 6)
5. Chairman's Announcements; (engagements attached – page 17)
6. To consider any petitions received under Section I of the “Rights of the Public at Meetings”;
7. Notice of Motions;
  - a) Cllr C Brown  
“Motion to Support the Climate and Ecological Emergency Bill”  
(attached – page 19)
  - b) Cllr C Brown  
“Declaring a Climate Emergency”  
(attached – page 21)
8. Adoption of Long Stratton Neighbourhood Plan;  
(report attached – page 23)
9. Monitoring Officer Report; (page 35)

## 10. Questions to Chairmen and Portfolio Holders

### To take questions from Councillors and the Public

Note: Time allocated to be at the discretion of the Chairman. No notice is required of questions; however, it may be necessary for written answers to be provided where an immediate response cannot be supplied. If members choose to submit questions in writing in advance, they will be circulated before the meeting.

#### a. Cabinet

Please [click here](#) to view the most recent Cabinet minutes available

#### Questions to the Leader and other Cabinet members:

John Fuller	The Leader, External Affairs and Policy
Alison Thomas	Better Lives
Michael Edney	Clean and Safe Environment
Richard Elliott	Customer Focus
Kay Mason Billig	Governance and Efficiency
Lisa Neal	Stronger Economy
Josh Worley	Finance and Resources

#### b. Scrutiny Committee - Questions to the Chairman

Please [click here](#) to view the most recent Scrutiny Committee minutes

#### c. Licensing Appeals and Complaints Committee / Licensing and Gambling Acts Committee – Questions to the Chairman;

Please [click here](#) to view the most recent Licensing Committee minutes

#### d. Development Management Committee – Questions to the Chairman

Please [click here](#) to view the most recent Development Management Committee minutes

#### e. Electoral Arrangements Review Committee – Questions to the Chairman

Please [click here](#) to view the most recent Electoral Arrangements Review Committee minutes

## 11. Outside Bodies – Feedback from Representatives

## DECLARATIONS OF INTEREST AT MEETINGS

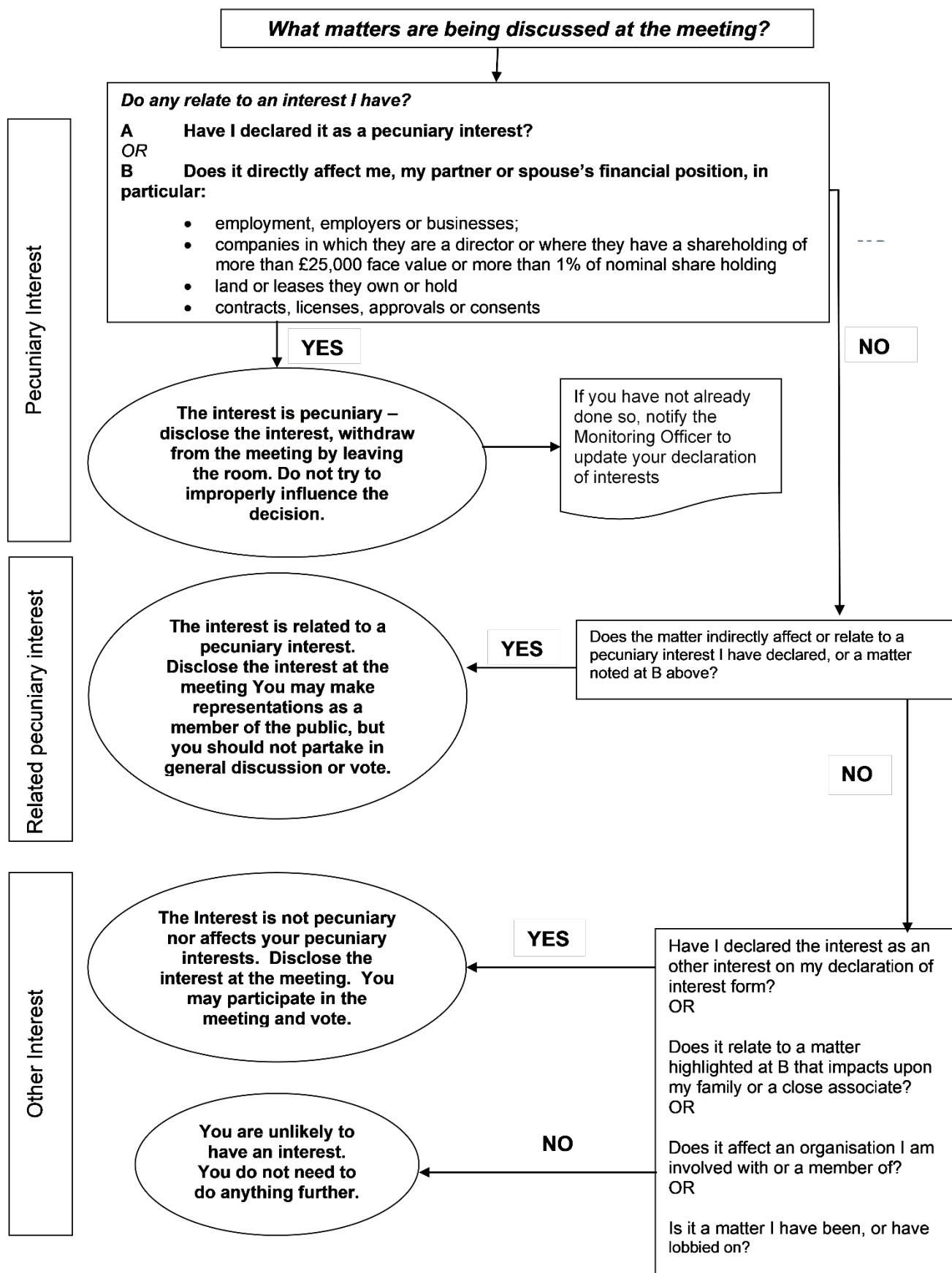
When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. 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.

<p>Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.</p>
<p>Does the interest directly:</p> <ol style="list-style-type: none"> <li>1. affect yours, or your spouse / partner's financial position?</li> <li>2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?</li> <li>3. Relate to a contract you, or your spouse / partner have with the Council</li> <li>4. Affect land you or your spouse / partner own</li> <li>5. Affect a company that you or your partner own, or have a shareholding in</li> </ol> <p>If the answer is "yes" to any of the above, it is likely to be pecuniary.</p> <p>Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.</p>
<p>Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?</p> <p>If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but you should not partake in general discussion or vote.</p>
<p>Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest but may participate in discussion and voting on the item.</p>
<p>Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.</p>

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.**

**PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST INSTANCE**

**DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF**



**Agenda Item: 4**

## **COUNCIL**

**Minutes of meeting of South Norfolk District Council, held on Monday 26 July 2021 at 7.30pm.**

<b>Committee Members Present:</b>	Councillors: Ellis (Chairman), Bills, Blundell, Brown, Burrill, Dearnley, Dewsbury, Easter, Edney, Francis, Fuller, Halls, Hardy, Holden, Hornby, Hudson, Kemp, Kiddie, Laidlaw, Legg, Mason Billig, Neal, Nuri-Nixon, Overton, Ridley, R Savage, Thomson, and M Wilby
<b>Apologies</b>	Councillors: Amis, Bendle, Bernard, Clifford-Jackson, Curson, Duffin, Elliott, Glover, Hurn, Knight, Minshull, Overton, Rowe, J Savage, Spruce, Thomas, J Wilby and J Worley
<b>Officers in Attendance:</b>	The Director of Place (P Courtier), the Director of Resources (D Lorimer), the Assistant Director Chief of Staff (E Hodds) and the Assistant Director of Finance (R Fincham)

### **3595 DECLARATIONS OF INTEREST**

With regard to minute number 3598(c), Greater Norwich Local Plan – Submission to the Secretary of State for Independent Examination, Cllrs F Ellis, J Fuller and L Neal declared other interests as members of the Greater Norwich Development Partnership.

Referring to minute number 3601, the Adoption of the Poringland Neighbourhood Plan, Cllr L Neal declared an other interest, as a member of Poringland Parish Council and a former member of the Parish Council's Poringland Neighbourhood Plan Committee. Cllr V Thomson also declared an other interest as County Councillor for Poringland.

### **3596 MINUTES**

With reference to Appendix 2 of the minutes, which referred to the Appointments to Outside Bodies, the Democratic Services Manager explained that since the agenda had been published, the Leader of the Council had

appointed James Easter to the Norfolk Joint Museums Committee, and Trevor Spruce to the Norfolk Area Museums Committee.

The minutes of the meeting held on 26 April 2021 were then confirmed as a correct record and signed by the Chairman.

### **3597 CHAIRMAN'S ENGAGEMENTS**

Members noted the civic engagements attended by the Chairman and Vice-Chairman for the period 27 April – 26 July 2021.

The Chairman referred to the last engagement listed which referred to a reception she had hosted to present nominated residents and volunteers with a certificate of appreciation for their selflessness. The Chairman wished to clarify that the certificates had been awarded to those (including 17 Park Radio volunteers) who had gone over and beyond to improve the lives of residents at all times, not just during the pandemic. She had been proud to have been part of an event which saw residents and volunteers coming together to share ideas and celebrate their achievements.

### **3598 RECOMMENDATIONS FROM THE CABINET MEETINGS HELD ON 1 JUNE AND 19 JULY 2021**

#### **(a) UPDATE TO LOCAL DEVELOPMENT SCHEME**

Cllr J Fuller presented the recommendations from the Cabinet, which sought Council approval for the proposed amendments to the Local Development Scheme.

Cllr Fuller explained that this it was a statutory requirement to update the Local Development Scheme. He drew attention to the planned adoption dates of September 2022 for the Greater Norwich Local Plan, and April 2023 for the South Norfolk Village Clusters Housing Allocations Document.

It was unanimously

#### **RESOLVED**

To approve the proposed amendments to the current Local Development Scheme.

## **(b) STRATEGIC PERFORMANCE, RISK AND FINANCE REPORT FOR QUARTER 4 2020/21**

Cllr J Fuller presented the recommendations from Cabinet arising from the finance report for quarter 4 2020/21.

Cllr Fuller drew attention to paragraphs 3.30 and 3.32 of the report, regarding the slippage requests for both revenue and capital. He further explained the reasons for the creation of three new earmarked reserves relating to Covid Recovery, Leisure Services and Waste.

It was then unanimously

### **RESOLVED**

To agree

1. the slippage requests for both Revenue (as detailed in paragraph 3.30) & Capital (as detailed in paragraph 3.32).
2. the recreation of three new earmarked reserves; a) Covid Recovery Reserve (see 3.4) b) Leisure Services Recovery Reserve (see 3.11) c) Waste Reserve (see 3.15)

## **(c) GREATER NORWICH LOCAL PLAN (GNLP) – SUBMISSION TO THE SECRETARY OF STATE FOR INDEPENDENT EXAMINATION**

Cllr J Fuller presented the recommendations from Cabinet, which sought approval to submit the Greater Norwich Local Plan (GNLP) to the Secretary of State for independent examination.

Cllr Fuller explained that it was the opinion of officers, that there was no reasons in terms of soundness, to prevent the Plan being submitted to the Secretary of State for independent examination. However, he drew attention to the need to proactively identify and bring forward sufficient Gypsy and Traveller sites to meet identified need, explaining that unfortunately no sites had come forward as part of the Local Plan process. The three planning authorities were working together to identify sites, and he referred to South Norfolk's enviable record in traveller site provision.



With reference to the recommendation to reach an agreement in principle with Natural England, in the form of a signed statement of common ground, in relation to the mitigation necessary to protect sites protected under the Habitat Regulations, Cllr Fuller advised that he believed that an agreement had been reached.

Members noted that there was also a need to agree that the Independent Inspector could make any main modifications necessary to make the Plan sound and legally compliant.

It was then unanimously

**RESOLVED to**

1. Agree that the Greater Norwich Local Plan (GNLP) is sound and to submit the Plan to the Secretary of State for independent examination subject to reaching an agreement in principle with Natural England, in the form of a signed statement of common ground, in relation to the mitigation necessary to protect sites protected under the Habitat Regulations.
2. Commit to proactively identify and bring forward sufficient Gypsy and Traveller site to meet identified needs in accordance with the criteria-based policies of the current and emerging Development Plans.
3. Agree to request that the appointed independent inspector make any Main Modifications necessary to make the plan sound and legally compliant.

and,

4. Delegate authority to the Assistant Director for Planning in consultation with the Portfolio Holders for External Affairs and Policy and Stronger Economy, and in conjunction with Broadland District and Norwich City Councils, to:

- a. agree minor modifications to the GNLP prior to its submission.

and,

- b. negotiate any main modifications necessary to make the GNLP Sound as part of the Independent Examination.

**(d) ADOPTION OF CONSERVATION AREA APPRAISALS AND BOUNDARY AMENDMENTS FOR BURSTON, FORNCETT, GISSING, THORPE ABBOTTS, WINFARTHING AND WRAMPLINGHAM**

Cllr L Neal presented the recommendations from Cabinet, which sought Council approval to agree and adopt the amended conservation area boundaries, and the conservation area appraisals and management guidelines, for Burston, Forncett, Gissing, Thorpe Abbots, Winfarthing and Wrampingham conservation areas.

Cllr L Neal commended the report to members, explaining that minor modifications had been proposed, in consultation with local residents, parish councils and local members.

Cllr J Fuller praised officers for excellent work which celebrated the built and natural environment and distinctive parts of South Norfolk, ensuring that any future development was in keeping with the area.

It was unanimously

**RESOLVED to**

1. Approve and adopt the amended conservation area boundaries for Burston, Forncett, Gissing, Thorpe Abbots, Winfarthing and Wrampingham Conservation Areas.
2. Approve and adopt the conservation area appraisals and management guidelines for Burston, Forncett, Gissing, Thorpe Abbots, Winfarthing and Wrampingham Conservation Areas

**(e) MOVING TOWARDS A FIRST-CLASS CUSTOMER SERVICE**

Cllr J Fuller presented the recommendations from Cabinet, which sought approval for the adoption of a Complaints Handling Policy and an Unreasonably Persistent Complainants Policy.

Members noted the proposals and it was unanimously

**RESOLVED**

To approve the adoption of:

- a) The Complaints Handling Policy;
- b) The Unreasonably Persistent Complainants Policy.

### **3599 RECOMMENDATIONS FROM THE FINANCE, RESOURCES, AUDIT AND GOVERNANCE COMMITTEE, ARISING FROM THE MEETING HELD 25 JUNE 2021**

#### **Review of Contract Procedure Rules**

Cllr S Ridley presented the recommendations arising from the Finance, Resources, Audit and Governance Committee (FRAG) meeting, held 25 June 2021, which sought approval for amended contract procedure rules, as outlined at appendix A of the FRAG report.

Cllr Ridley explained that the FRAG Committee had unanimously agreed to the proposed changes which had included modest changes to give senior officers more discretion in approving some contracts. The Committee had felt that this was a more efficient process, and it had been disappointed to learn that Broadland District Council had taken a different view. However, it was understood that Broadland Council would be considering contract award levels again in the near future.

It was unanimously

#### **RESOLVED**

To approve the amended contract procedure rules, as outlined at Appendix A of the report.

### **3600 MONITORING OFFICER REPORT**

Members considered the report of the Monitoring Officer, which sought Council approval for the proposed changes to the Staff Code of Conduct.

Cllr J Fuller briefly outlined the proposals, and it was

#### **RESOLVED**

To agree

1. The updated Staff Code of Conduct.
2. That the Monitoring Officer makes the consequential changes to the Constitution as a result of the report.

### **3601 ADOPTION OF PORINGLAND NEIGHBOURHOOD PLAN**

Members considered the report of the Senior Community Planning Officer, which sought adoption of the Poringland Neighbourhood Plan.

Cllr J Fuller presented the report, and gave mention to John Joyce, the Chairman of Poringland Parish Council, and congratulated him and his Council on the outcome of the referendum, which had resulted in 92% of the votes being in favour of the Neighbourhood Plan.

Cllr C Brown also congratulated Poringland Parish Council on the production of the Plan, acknowledging the amount of hard work and effort from those involved.

It was unanimously

**RESOLVED** to adopt the Poringland Neighbourhood Plan.

### **3602 QUESTIONS TO CHAIRMEN AND PORTFOLIO HOLDERS**

#### **(a) Cabinet**

Cllr C Brown referred to the Council's new website, and the need to ensure transparency of the Council in its decision making and through its elected members. He was disappointed that the website's Councillor and Committee pages did not include information such as election history, membership of committees and training records, which some other councils, for example Norfolk County Council, did include.

Cllr Fuller explained that the new website had been a huge undertaking, and he had been extremely pleased with the results, referring to the new and more sophisticated search system. He accepted the points made with regard to the Committee and Councillor pages but explained that this was being addressed through the procurement of a Committee System. Once in place, this system would assist in the compiling of agendas and would be able to efficiently manage records of members, automatically updating the website when required.

Cllr S Ridley referred to the Conservative Group's manifesto pledge, to ensure the implementation of the Long Stratton bypass. He asked Cllr Fuller for his reaction to the recent announcement that the Government would be contributing in excess of £26 million towards its construction.

Cllr Fuller welcomed the news, explaining that it had been a team effort, with South Norfolk Council, local residents, land owners, the Town Council, the Local Enterprise Partnership (LEP) and the County Council, all working hard

to ensure implementation of the bypass. He gave special mention to District Councillor Alison Thomas, and District and County Councillor and Cabinet member for Planning and Transportation, Martin Wilby, and explained that this news was important to Long Stratton residents and the wider economy of East Anglia.

Cllr M Wilby echoed the comments of Cllr Fuller, and congratulated all those involved. This was a key piece of infrastructure and transport link for the region and would improve air quality, congestion and road safety in Long Stratton.

Cllr C Brown had noted the announcement in the recent Link magazine of the launch of the Big Litter Pick, in September and October, and he congratulated Cllr Edney and all officers involved in its launch. He then referred to a recent announcement from Breckland District Council regarding its new Green Grants scheme as part of its commitment to drive environmentally friendly changes. The Council had invested over £100k in the scheme, which was looking for solutions to issues such as saving water and energy, protecting local habitats, reducing litter and waste, and promoting green travel options. He asked Cllr Edney if South Norfolk was aware of this scheme and whether it would consider adopting a similar scheme in future.

In response, Cllr Edney explained that he had not been aware of the Breckland scheme. He felt all those issues raised were commendable but were issues that South Norfolk Council was already addressing on a day to day basis, and therefore he felt that no further financial investment was required in such a scheme. He acknowledged that some initiatives had needed to take a back step during the height of the pandemic, but he hoped that workstreams were now getting back to normal, with litter picks in place, street cleaning recommencing and education recycling campaigns resuming.

Cllr Brown also asked Cllr Edney when the electric car charging points in the Council's office car park, would be connected. Cllr Edney explained that he hoped that they would be installed shortly, adding that it had not been seen as a priority with the majority of staff working from home over the last 18 months. Cllr J Fuller reminded members that there was an electric car charging point in the Long Stratton public car park and he informed members that further charging points were currently being considered in other areas of the district.

Cllr G Francis asked Cllr M Edney if he could provide an update on the Council's waste collection service and the difficulties it was experiencing, due to the pandemic.

Cllr Edney was extremely proud that waste collection services had continued with little disruption to the residents over the last 18 months. It had been difficult at times, and he explained that over the last 18 months, a van had

been following each refuse collection vehicle to ensure social distancing between the crew. This arrangement was now being phased out, as social distancing rules were relaxed, and members noted that normal collection arrangements would resume within a fortnight. Cllr Edney also referred to the rules on self isolating and explained that the depot had been affected with many staff being “pinged” and agency staff being in short supply. He was hopeful that this situation would improve, now that waste collection services had been placed on the Government’s list which allowed workers to continue to go in to work if daily coronavirus tests were negative.

Cllr J Easter asked Cllr M Edney what the procedure was, should a member of the public want to report fly tipping, and also asked whether the Council ever exercised its powers to prosecute offenders.

Cllr Edney advised that the Council rigorously prosecuted fly tippers and explained that cases would be investigated even if there were no names or addresses to be found. Members noted that one offender had recently been traced through a till receipt and had been issued with a £250 penalty notice.

Cllr C Brown queried the Scrutiny function at South Norfolk, noting that it had received no call ins over the last two years and was a very different function to that at Broadland. He suggested that member training on the Scrutiny process might be appropriate.

Cllr K Mason Billig reminded Cllr Brown that members were free to call in Cabinet decisions if they felt it necessary. She suggested that this seldom happened due to the open, transparent and inclusive decision making at South Norfolk, reminding Cllr Brown that the Conservative Group actively sought to consult the opposition group in its decision making. She added that training could be provided if members felt it to be necessary.

Cllr Fuller referred to the Scrutiny function at Broadland Council and acknowledged that this was very different, but made for a much more long winded decision making process. He considered no call-ins to be a sign of strength and he referred to South Norfolk Cabinet meetings and its inclusive nature which allowed opposition members to participate meaningfully. Cllr Brown thanked members for their response, adding that he was very appreciative of the way in which Cabinet was run and that opposition members were permitted to voice their views.

Cllr S Nuri Nixon referred to the Council’s recent facebook campaign featuring a number of market towns and villages, and wondered if Wymondham and other towns and villages would have the opportunity to be included. She also asked what the Council was doing to try to attract people from other parts of the Country, to South Norfolk.

In response, Cllr L Neal assured Cllr Nuri-Nixon that Wymondam and other villages had not been forgotten. The campaign was continuing, and other towns and villages would soon be featured. With regard to attracting residents from further afield, she referred to the use of social media and the Link magazine.

Cllr J Fuller explained that the Council and its partners were working really hard to ensure the district was commercially and environmentally attractive to both residents and visitors. He explained that Netflix had recently shown an interest in filming in South Norfolk which would draw attention to the area, and he was also delighted to announce that the new Assistant Director for Economic Growth had recently been appointed and would bring with him knowledge and experience of customer focus.

#### **(b) Scrutiny Committee**

There were no questions relating to the work of the Scrutiny Committee.

#### **(c) Licensing Appeals and Complaints Committee / Licensing and Gambling Acts Committee**

In the absence of the Licensing Chairman, Cllr Y Bendle, Cllr J Fuller informed Council that the Licensing Committee was currently reviewing the Council's Taxi Policy, and he suggested that any members who wished to contribute to the debate, should contact Cllr Bendle.

#### **(d) Development Management Committee**

The Chairman of the Development Management Committee, Cllr V Thomson, expressed his thanks to officers and members of the Committee for their work in ensuring a smooth transition back to "in person" meetings.

#### **(e) Electoral Arrangements Review Committee**

The Chairman of the Electoral Arrangements Committee, Cllr K Kiddie explained that there had been no meetings of the Committee since the election in May.

### **3601 OUTSIDE BODIES – FEEDBACK FROM REPRESENTATIVES**

There were no feedback from representatives on outside bodies to consider.

Cllr C Brown expressed his disappointment that members rarely fed back on outside bodies, and the Chairman agreed that members should be reminded of the need to provide feedback if appropriate.

Cllr Fuller explained that the Scrutiny Committee was a more appropriate place to review the value of the Council's representations, suggesting that the Committee had a rolling programme for review.

Cllr N Legg reminded Council that any information on outside bodies could be shared with other members in the Members' Area on SharePoint, and he informed Council that he regularly updated the Members' Area with short reports relating to the Norfolk, Health and Overview Scrutiny Committee.

The meeting concluded at 8.45 pm

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Chairman



## **CIVIC ENGAGEMENTS FOR THE CHAIRMAN and VICE CHAIRMAN FOR THE PERIOD: 27 July to 11 October 2021**

12 August	The Chairman was invited to tour the newly rebuilt Iceni House at Eaton Vale Scout and Guide Activity Centre. Iceni House had been devastated by fire in March 2020.
19 August	The Chairman was joined by Broadland District Council's Chairman to welcome the Lord Lieutenant of Norfolk to Long Stratton Leisure Centre for a tour of the gyms and to thank leisure and depot staff who had volunteered to work for the NHS and other areas during the covid pandemic. The Lord Lieutenant also visited South Norfolk House to meet with other members of the One Team.
27 August	The Chairman hosted her annual civic reception, which was held at Hill House, a 16 <sup>th</sup> century manor in Saxlingham Nethergate.
3 September	The Chairman attended a reception hosted by Broadland District Council's Chairman and Past Chairman.
4 September	The Chairman attended the annual summer reception hosted by the Chairman of Norfolk County Council, which was held at the How Hill Trust in Ludham.
6 September	The Chairman attended a reception hosted by the High Sheriff of Norfolk, which was held at Cromer Pier.
9 September	The Chairman attended the President's Reception at The Great Hospital, hosted by Royal British Legion County President.
10 September	The Chairman announced the winner in the '#Motivator' category for the staff One Awards.
10 September	The Vice Chairman attended the Autumn reception at RAF Lakenheath.
12 September	The Chairman attended St Mary's Church in Diss for a service hosted by the Mayor of Diss.
13 September	The Chairman was part of the judging panel for the South Norfolk Community Awards, which are taking place on 2 November.
13 & 17 September	This year's Battle of Britain ceremonies were held remotely, and the Chairman was able to view the commemorative events via Norfolk County Council and Norwich City Council's YouTube channels.
19 September	The Chairman attended a Battle of Britain parade at Norwich Cathedral as part of the Royal British Legion's Norfolk Centenary Ceremony.
24 September	The Chairman attended a reception hosted by the Mayor of Wymondham, which was held at the Town Council offices.

1 October	The Vice Chairman attended the Mayor of Great Yarmouth's annual reception at the Town Hall.
6 October	The Chairman attended a civic reception at Fakenham Racecourse, hosted by the Chairman of North Norfolk District Council.
8 October	The Chairman attended the Mayor of Thetford's annual reception.
Various	The Chairman gave several interviews for Park Radio between July and October in support of the Council's current delivery plan.

**Motion to Support the Climate and Ecological Emergency Bill**

This Council acknowledges that:

1. Humans have already caused irreversible climate change, the impacts of which are being felt in the UK and around the world. Global temperatures have increased by around 1°C from pre-industrial levels and the natural world has reached crisis point, with 28% of plants and animals currently threatened with extinction.
2. Unless we drastically change course, the world is set to exceed the Paris Agreement's safe 1.5°C limit. Pledges like the Paris Agreement and updated emissions targets are not legally binding. The gap between pledges and policies leaves the world on course for catastrophic warming of near 3%. As the 2018 report by the Intergovernmental Panel on Climate Change (IPCC) made clear, every half a degree makes a world of difference: severe climate impacts with 1.5°C of warming, such as extreme weather patterns causing flooding and heat waves, get significantly worse with 2°C. According to the IPCC, limiting heating to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society, the private sector and local communities.
3. The UK is one of the most nature-depleted countries in the world and more than one in seven of our plants and animals face extinction and more than 40% are in decline. We have lost 95% of our hedgehogs. The UK needs a legally-enforceable nature target so that by 2030 nature is visibly and measurably on the path of recovery, in line with the Global Goal for Nature and the Leaders' Pledge for Nature.

This Council notes that:

1. Many local authorities are playing an important role in the UK taking action to achieve net zero carbon emissions, and to protect and revitalise local wildlife and natural habitats.
2. Parliament in May 2019 declared an Environment and Climate Emergency.
3. There is a Bill before Parliament—the Climate and Ecological Emergency Bill (published as the “Climate and Ecology Bill”), which, if it became law, would require the government to develop a strategy to address the emergency that would ensure:
  - the ecological emergency is tackled shoulder to shoulder with the climate crisis in a joined-up approach;
  - the Paris Agreement is enshrined into law to ensure that UK does its real fair share to limit global temperature rise to the most stringent end of the Paris agreement – 1.5°C.
  - the Leaders Pledge for Nature is enshrined into law to ensure that the UK's ecosystems are protected and restored with a focus on biodiversity, soils and natural carbon sinks;

- the UK takes full responsibility for our entire greenhouse gas footprint (i.e. consumption emissions plus shipping, flights and land-based transport) by accounting for all of the emissions that take place overseas to manufacture, transport and dispose of the goods and services we import and consume;
- the UK takes full responsibility for our ecological footprint so that we protect health and resilience of ecosystems along both domestic and our global supply chains;
- an independent, temporary Climate and Nature Assembly is set-up, representative of the UK's population, to engage with the UK Parliament and UK Government to help develop the emergency strategy.

This Council therefore resolves to:

1. Support the Climate and Ecological Emergency Bill;
2. Inform the local media of this decision;
3. Write an open letter to Richard Bacon MP and George Freeman MP, shared with our residents through local and social media, urging them to sign up to support the Bill.

**Motion: Declaring a Climate Emergency**

This Council notes:

1. Humans have already caused irreversible climate change, the impacts of which are being felt around the world. Global temperatures have already increased by 1 degree Celsius from pre-industrial levels. Atmospheric CO<sub>2</sub> levels are above 400 parts per million (ppm). This exceeds the 350 ppm deemed to be a safe level for humanity;
2. In order to reduce the chance of runaway Global Warming and limit the effects of Climate Breakdown, it is imperative that we reduce our CO<sub>2</sub>eq (carbon equivalent) emissions from their current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible;
3. Individuals cannot be expected to make this reduction on their own. Society needs to change its laws, taxation, infrastructure, etc., to make low carbon living easier and the new norm. And these carbon emissions result from both production and consumption;
4. The upcoming UN Climate Change Conference (COP26) in October/November, which will aim to accelerate action towards the goals of the Paris Agreement, and the UK's commitment to working to inspire climate action ahead of COP26;
5. Unfortunately, our current plans and actions are not enough. The world is on track to overshoot the Paris Agreement's 1.5°C limit before 2050;
6. The consequences of inaction to address this emergency will include:
  - Increased risk of flooding, subsidence, and damage to buildings and infrastructure.
  - Health effects, risk of disease and severe risks from extreme weather events.
  - Higher energy and food costs and impact on food production.
  - Increases in social injustice and inequality;
7. The IPCC's Special Report on Global Warming of 1.5°C, published in October 2018, describes the enormous harm that a 2°C rise is likely to cause compared to a 1.5°C rise, and told us that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society, the private sector and local communities;
8. 74% of District, County, Unitary & Metropolitan Councils in the UK have now declared a 'Climate Emergency', including our neighbours Breckland, Norwich, Mid-Suffolk and East Suffolk;
9. Our responsibility to help secure an environmentally sustainable future for our residents and in relation to the global effects of climate change.

This Council believes that:

1. Climate change and sustainability are amongst the biggest issues of the 21st century and the effects of man-made and dangerous climate change are already manifestly occurring;

2. The Intergovernmental Panel on Climate Change (IPCC) detail that we are already seeing the consequences of a 1°C of global warming through more extreme weather, rising sea levels and diminishing Arctic sea ice, among other worrying changes;
3. We have a critical role to play in delivering a zero carbon future;
4. In light of the IPCCs special report on Global Warming of 1.5°C, published in October 2018, which confirmed the catastrophic consequences of man-made climate change, the Council is determined to achieve further reductions in the emission of greenhouse gases related to the district and is willing to take additional concrete steps to achieve this.

Therefore, the Council agrees to:

1. Declare a 'Climate Emergency';
2. Together as a community and with wider stakeholders, collectively work towards making South Norfolk carbon neutral by 2032, delivering impact on both production and consumption emissions;
3. Prepare a Climate Change Strategy, to complement our Environmental Strategy, in line with this pledge, and, with our partners across the community, to develop an action plan and 'route map' to a sustainable, low carbon future for our community;
4. Call on Westminster Government to provide the powers and resources to make the 2032 target possible;
5. Work with other governments and Councils to determine and implement best practice methods to limit Global Warming to less than 1.5°C;
6. Work with partners across the district and beyond to deliver this new goal through all relevant strategies and plans;
7. Launch engagement with the public to:
  - Improve "carbon literacy" of all citizens;
  - Encourage and support leadership on this issue in all sectors of society;
  - Obtain meaningful public input into the South Norfolk Climate Change Strategy;
  - Facilitate wide community engagement and behavioural change;
8. Report back to Full Council annually on:
  - progress towards becoming carbon-neutral by 2032
  - steps taken to support reduction in CO2e emissions in the district;
9. Ensure all energy supplied to council buildings is sourced via 100% renewable energy providers by 2023, with the exception of buildings where energy is generated onsite.

## **ADOPTION OF LONG STRATTON NEIGHBOURHOOD PLAN**

**Report Author(s):** Richard Squires, Senior Community Planning Officer,  
[richard.squires@broadland.gov.uk](mailto:richard.squires@broadland.gov.uk)

**Portfolio:** External Affairs and Policy; Stronger Economy

**Ward(s) Affected:** Stratton; Forncett

**Purpose of the Report:**  
To approve the adoption of the Long Stratton Neighbourhood Plan.

**Recommendations:**

1. The Council is RECOMMENDED to adopt the Long Stratton Neighbourhood Plan.

## **1 Summary**

- 1.1 This report provides details of the Referendum held in relation to the Long Stratton Neighbourhood Plan. Following a successful result at the referendum on 30 September 2021, the report recommends that Council adopts the Long Stratton Neighbourhood Plan as part of South Norfolk Council's Development Plan.

## **2 Background**

- 2.1 The Neighbourhood Plan for Long Stratton commenced in 2016 and was submitted to South Norfolk Council in March 2021. The Neighbourhood Plan has been prepared by a steering group of volunteers (aided by a professional consultant) on behalf of Long Stratton Town Council and Tharston and Hapton Parish Council.
- 2.2 The Neighbourhood Plan has been developed in consultation with residents and businesses in the neighbourhood area, as well as other stakeholder bodies. The Plan seeks to guide the future development of the parish up until 2036. It includes a vision and a set of objectives for the area, as well as a series of policies that look to shape future development within the respective time period.
- 2.3 The Neighbourhood Plan and supporting documentation was submitted to South Norfolk Council in January 2021 and was approved for publication and examination. In accordance with Regulation 16 of the Neighbourhood Planning (General) Regulations 2012, a period of consultation on the Neighbourhood Plan ran from Monday 22 March until Thursday 6 May 2021. The Plan was subsequently subject to an independent examination and the final report was received on 5 July 2021.
- 2.4 South Norfolk Council considered the examiner's recommendations at its Cabinet meeting of 19 July 2021 and issued a decision statement detailing the Council's intention to send the Neighbourhood Plan to referendum, subject to modifications being made as specified by the examiner.
- 2.5 The table below illustrates the date at which South Norfolk Council approved the submitted documents, undertook the required six week publication of the Plan, and approved the final Decision Statement.

Neighbourhood Plan	Approval of submitted Plan	Publication of Plan	Approval of final Decision Statement
Long Stratton	21/01/2021	22/03/2021 – 06/05/2021	19/07/2021

- 2.6 Following issuing of the decision statement, details of the referendum were published. The referendum was announced to be held on 30 September 2021, with details published on the South Norfolk Council website and made available at Long Stratton Library.
- 2.7 The Electoral Services team sent out polling cards to registered electors within the neighbourhood area and made other statutory preparations for the referendum.



### **3 Current Position/Findings**

- 3.1 The result of the referendum was a successful one with 78% of those who voted, voting in favour of the Neighbourhood Plan. South Norfolk Council can now formally adopt the Long Stratton Neighbourhood Plan (the declaration of the result is included as Appendix 1).
- 3.2 The Referendum Version of the Neighbourhood Plan can be viewed [here](#). Following the Council's adoption or 'making' of the Plan, the title page and introduction will be updated before a final version is published.
- 3.3 Following the successful referendum, the Neighbourhood Plan became part of the statutory Development Plan for South Norfolk.
- 3.4 The Plan is therefore being used, alongside existing Local Plan documents, in the determination of planning applications that fall within the Neighbourhood Area.

### **4 Proposed Action**

- 4.1 It is proposed that Council formally adopts (or 'makes') the Long Stratton Neighbourhood Plan.

### **5 Other Options**

- 5.1 South Norfolk Council can refuse to adopt the Neighbourhood Plan if it considers that the Plan would breach, or would otherwise be incompatible with any EU obligation or any of the Convention Rights (within the meaning of the Human Rights Act 1998). In this instance the Neighbourhood Plan would cease to be part of the Development Plan.
- 5.2 However, it is not considered that the Neighbourhood Plan is in breach of this legislation. South Norfolk Council has already approved the Plan in this respect following submission of the documents to the authority.
- 5.3 In addition, the independent examiner of the Neighbourhood Plan has stated that, subject to the modifications recommended, they are satisfied that the Neighbourhood Plan meets the basic conditions and other statutory requirements.

### **6 Issues and Risks**

#### **6.1 Resource implications**

- 6.2 Adoption of the Neighbourhood Plan requires a small amount of officer time in order to publicise the fact that the Plan will now form part of the criteria for determining planning applications within the neighbourhood area.

- 6.3 Planning officers will have to consider the adopted Neighbourhood Plan alongside existing Local Plan documents when determining planning applications within the neighbourhood area. However, this will form part of the existing process in determining applications and should not require extra resources.
- 6.4 The adoption of the Neighbourhood Plan will mean that Long Stratton Town Council and Tharston & Hapton Parish Council will receive 25% of future Community Infrastructure Levy receipts from development that is approved within their respective parishes, for spending on local infrastructure projects.
- 6.5 **Legal implications**
- 6.6 The steps outlined in this report comply with appropriate legislation within the Neighbourhood Planning (General) Regulations 2012 (as amended) and the Neighbourhood Planning (Referendums) Regulations 2012.
- 6.7 **Equality implications**
- 6.8 There are no significant equalities implications associated with the proposed Neighbourhood Plan. A full Equality Assessment was carried out in relation to the Submission Version of the Neighbourhood Plan. Given there have been no substantial changes to the Neighbourhood Plan, the original EQIA has been included with this report as Appendix 2.
- 6.9 **Environmental impact**
- 6.10 There are no significant risks associated with the environmental impact in this report.
- 6.11 **Crime and disorder**
- 6.12 There are no significant risks associated with crime and disorder in this report.
- 6.13 **Risks**
- 6.14 There are no significant risks associated with other matters covered in this report.

## **7 Conclusion**

- 7.1 The appropriate legislation within the Neighbourhood Planning Act 2017 states that at the point of a successful outcome being declared, following a referendum, the Neighbourhood Plan in question immediately forms part of the statutory Development Plan. The adoption (or 'making') of the Plan is therefore the last formal stage in the process.
- 7.2 Unless the Council considers that the Plan would breach, or would otherwise be incompatible with any EU obligation or any of the Convention Rights (within the meaning of the Human Rights Act 1998), then it cannot refuse to adopt the Neighbourhood Plan. As detailed in section 5 of this report, it is not considered that the Plan is in breach of this legislation.

## 8 Recommendations

- 8.1 The Council is **RECOMMENDED** to adopt the Long Stratton Neighbourhood Plan.

## DECLARATION OF RESULT OF POLL

### LONG STRATTON NEIGHBOURHOOD PLANNING REFERENDUM

**30 SEPTEMBER 2021**

I, Linda Mockford, being the Deputy Counting Officer at the Neighbourhood Planning Referendum for the Long Stratton Referendum Area held on the 30th day of September 2021 do hereby give notice that the number of votes recorded at the said Referendum is as follows:

QUESTION IN REFERENDUM	NUMBER OF VOTES	
	YES	NO
Do you want South Norfolk District Council to use the <b>Neighbourhood Plan for Long Stratton area</b> to help them decide planning applications in the neighbourhood area?	<b>379</b>	<b>106</b>

The number of ballot papers rejected was as follows:	
a) want of official mark	0
b) voting for more than one answer	0
c) writing or mark by which the voter/proxy could be identified	0
d) unmarked or void for uncertainty	1
Total	1

Total Electorate 3845

The total number of votes recorded represented 12.63 % of the registered electors.

**And I do hereby declare** that the result of the Referendum for the Long Stratton Referendum Area is as follows

***More than half of those voting have voted in favour of the Long Stratton Neighbourhood Plan***

Date 30 September 2021

Deputy Counting Officer



## Equalities and Communities Impact Assessment

**Name of Officer/s completing assessment:** Richard Squires

**Date of Assessment:** 13/09/2021

**N.B. The assessment below was undertaken on submission of the Long Stratton Neighbourhood Plan in January 2021. Given there have been no substantial amendments to the content of the Neighbourhood Plan since that time, the assessment below is still deemed to be appropriate in relation to the current, final stage of Neighbourhood Plan adoption by South Norfolk Council.**

### 1. What is the proposed Policy (please provide sufficient detail)?

**For the purposes of the assessment the term 'Policy' relates to any new or revised policies, practices or procedures under consideration.**

The **Long Stratton Neighbourhood Plan** is a community-led document for guiding the future development of the parish. It also encompasses a small part of Tharston and Hapton. It concerns the use and development of land between 2019 and 2036. It is the first Neighbourhood Plan that has been developed by and for the community of Long Stratton. Once the Plan is made (adopted), it will become part of the statutory Development Plan for South Norfolk, and South Norfolk Council will use it (alongside documents making up the Local Plan) to determine planning applications covered by the neighbourhood area. The Town Council will also use the Plan to respond to planning applications.

The Neighbourhood Plan has been developed under the Localism Act (2012) and the Neighbourhood Planning (General) Regulations 2012 (as amended), giving communities the right to shape future development at a local level. The Long Stratton Neighbourhood Plan complements existing local and national planning policy, providing a valuable level of local detail attained through consultation with residents and businesses, as well as through desk-based research.

The Neighbourhood Plan incorporates an overall vision for Long Stratton, a series of objectives on different themes, and a range of policies that seek to achieve these objectives. The Plan was developed over a period of four years before being submitted to South Norfolk Council in 2021, and the process has involved an exhaustive programme of evidence gathering and community and stakeholder involvement. South Norfolk Council will shortly be considering the submitted documents to ensure they meet certain criteria, before progressing the Plan to a Regulation 16 consultation. Following this, the Plan will undergo an independent examination, a referendum and (if successful) its final adoption.

The Neighbourhood Plan vision is as follows:

'Long Stratton village will grow into a town but a village feel will be retained. Long Stratton will keep its close links to the surrounding countryside and the characterful feel of the enclosed historic centre will be strengthened not just as a result of reduced through-traffic but due to physical improvements which can take place once the by-pass has been built.

Our strong sense of place in the Neighbourhood Plan area will grow as the new development is designed sensitively and reflect Long Stratton and Tharston's existing characteristics. Pedestrian and cycle access between existing estates and the shops, services and areas of employment will be improved whilst the new development will be designed to encompass pedestrian and cycle access to the town centre. We will have a vibrant, mixed and balanced community. Our employment and business base will grow and diversify as the town takes on a more strategic role in the wider geographic area. New housing developments will provide a varied and wide housing choice ensuring the needs of existing communities will be met alongside those of future residents'.

The objectives that seek to achieve this are split amongst the themes of:

- Strong Community
- Design and Character
- Employment
- Town Centre
- Outdoor recreation, Green Infrastructure and Biodiversity
- Indoor Community Infrastructure
- Superfast Broadband

<b>2. Which protected characteristics under the Equalities Act 2010 does this Policy impact:</b> (indicate whether the impact could be <b>positive</b> , <b>neutral</b> , or <b>negative</b> )			
<b>Protected Characteristic</b>	<b>Potential Impact</b>		
	<b>Positive</b>	<b>Neutral</b>	<b>Negative</b>
Age	✓		
Disability	✓		
Race		✓	
Sex		✓	
Religion or Belief		✓	
Sexual Orientation		✓	
Marriage/Civil Partnership		✓	
Pregnancy/Maternity		✓	
Gender Reassignment		✓	
<b>3. Which additional Communities characteristics does this policy impact?</b>			
Health	✓		
Place inc. Rurality	✓		
Low Income and Poverty	✓		

#### **4. What do you believe are the potential equalities impacts of this policy?**

Please include:

- Partnership organisations worked with in the development of this policy
- Evidence gathered to inform your decision
- Where you have consulted, Who and How this has informed the decision/policy
- Any other groups impacted not detailed above

Note: Impacts could be **positive**, **neutral**, or **negative** and impact groups differently

Like most Local Plan documents that are concerned with the development and use of land, the Protected Characteristics that are most impacted are Age and Disability. The former due to the pressures facing young people being able to afford housing in the community, and access employment locally, for example. Elderly people face issues such as being able to down-size to smaller, more suitable homes and being able to access community facilities. The Neighbourhood Plan takes measures to address these issues through a range of policies, including Policy SC1 (Housing mix), Policy SC2 (Specialist and supported housing) and Policy SC3 (Affordable homes meeting Long Stratton needs), which seek to provide for the needs of these different groups within the community.

The Neighbourhood Plan includes statements of evidence and justification alongside each of the proposed policies, explaining how public consultation with residents, as well as factual research, has informed the policy being proposed. One of the supporting documents published alongside the Neighbourhood Plan is a Consultation Statement which provides more detail of how and when public consultation and engagement was carried out, what the results of this were, and how these results have impacted subsequent development of the policies.

A Neighbourhood Plan Steering Group was formed by the Town Council to lead on the project with the help of an external consultant. Throughout the process the steering group ensured that the local community and stakeholders were kept informed of the process and were able to get involved in the development of the Neighbourhood Plan. Stakeholder bodies that were consulted included Norfolk County Council, neighbouring parish and town councils, the Environment Agency, Natural England, Historic England, and South Norfolk Council, amongst others.

Communications methods used during the process included leaflet drops, posters, the parish council website, social media etc. During the plan process, several public consultation events were held. This culminated in a statutory, pre-submission Neighbourhood Plan consultation that took place with the community and stakeholder bodies prior to the Plan being submitted to the Council.

The engagement and consultation process allowed the emerging policies to be discussed, tested and updated with local residents and stakeholders, before the draft Plan was finalised for submission.

Support has been provided by South Norfolk Council, in the form of officer guidance, but also through a grant award. Financial support was also provided by the national support body, Locality.

## **5. What do you believe are the potential communities impacts of this policy?**

Please include:

- How the policy can meet agreed priorities
- Evidence gathered to inform your decision
- Partnership organisations worked with in the development of this policy
- Where you have consulted, Who and How this has informed the decision/policy
- Any other groups impacted not detailed above

**Note:** Impacts could be **positive**, **neutral**, or **negative** and impact groups differently

As explained above, the overall intention of the Neighbourhood Plan (as demonstrated by the Vision) is to encourage sustainable development and seek to benefit the entire community. The Neighbourhood Plan is required to demonstrate its contribution to sustainable development (encompassing economic, environmental and social sustainability). This is addressed within the Basic Conditions Statement, which is one of the additional, supporting documents that the Parish Council is required to submit alongside its Neighbourhood Plan.

The following assessment of how the Neighbourhood Plan contributes to social sustainability is an excerpt from the Basic Conditions Statement:

‘A key principle underpinning the Long Stratton NP is to ensure the existing Long Stratton community will also benefit from the housing that is built recognising the existing Long Stratton need for housing (as evidenced in the Long Stratton housing needs assessment) and existing need for more affordable homes. This will assist with successful integration of new and existing neighbourhoods. The Long Stratton NP identifies additional community infrastructure items (e.g. a new centrally located Community meeting space or hub to address a range of existing but growing demand from community groups and services including the library) which it considers essential for the delivery of successful places. Key to the creation of successful communities is maintaining and enhancing sense of place. The policies underpinning theme Design and Character are focused on addressing this priority.’

The Basic Conditions Statement also includes a summary of the policies within the plan, along with a statement of what they intend to do. The following picks out some pertinent examples:

#### Policy SC1 Housing Mix

‘Require all proposals to include a mix of homes to meet the needs of Long Stratton’s residents. The policy is underpinned by evidence prepared specifically for the NP, namely the local market assessment provided in the Long Stratton Housing Needs Assessment (AECOM 2017).’

#### Policy SC2 Specialist and Supported Housing

‘Again, informed by the Long Stratton Housing Needs Assessment, but also through discussions with South Norfolk Council, this policy highlights the important and opportunity for delivering:

- Additional specialist housing for the older generation in Long Stratton
- Specialist and supported housing for people with disabilities.’

#### Policy SC3 Affordable homes meeting Long Stratton’s needs

This policy requires that a proportion of affordable homes being delivered as part of market sites will be prioritised for those residents with an existing close connection to Long Stratton.

#### Policy SC4 Pedestrian and cycle-friendly neighbourhoods

‘Policy requires all new schemes to be designed so as to facilitate easy and convenient access and movement for pedestrians and cyclists.’

#### Policy SC6 Location of new Community Facilities

‘A policy supporting in principle new community facilities and requires that all such provision should be located where they can easily accessed by the communities they are intended to serve.’

#### Policy DC8 Creating successful neighbourhoods

‘This policy requires all residential development schemes to contribute positively to the quality of Long Stratton as a place.’

#### Policy TC13 Re-establishing The Street at the heart of the town

‘This policy seeks contributions towards the delivery of town centre environmental enhancements from development proposals coming forward as part of the strategic site allocation set out in Policy LNGS 1 in the Area Action Plan. The policy useful identifies:

- measures to improve the way pedestrians can move around the town centre;
- measures to make the town centre more attractive;
- measures to improve ease of movement for cyclists; and
- measures focused on retaining or improving community facilities.



The policy is closely linked with the recommendations set out in the Long Stratton Masterplanning Report produced by AECOM in 2018.'

Policy GI17 Delivering Green Infrastructure in Long Stratton

'This policy identifies six priorities that should be adhered to when new green infrastructure is being provided in the plan area as follows:

- i. maximising accessibility and connectivity for people
- ii. relieving visitor pressure on ecologically sensitive sites in the plan area (Tyrrel's Wood, Wood Green)
- iii. maintaining connectivity to the wider countryside
- iv. protecting or strengthening existing locally characteristic features (greens, hedgerows, woodlands, ponds and landscape)
- v. maximising connectivity for wildlife
- vi. promoting health and wellbeing.'

Policy R20 Delivering a new Community Meeting Space in Long Stratton

'Supports the provision of a new community meeting space in the vicinity of the town centre'

In terms of the process of consultation and evidence gathering, please refer to question 3.

**6. How is it proposed that any identified negative impacts are mitigated?**

Please include:

- Steps taken to mitigate, for example, other services that may be available
- If a neutral impact has been identified can a positive impact be achieved?
- If you are unable to resolve the issues highlighted during this assessment, please explain why
- How impacts will be monitored and addressed?
- Could the decision/policy be implemented in a different way?
- What is the impact if the decision/policy is not implemented?

This assessment does not identify any particular negative impacts or equalities-related issues concerning the Long Stratton Neighbourhood Plan. This is due, in large part, to the fact that the statutory planning process requires an assessment of the proposed plan's contribution to sustainable development as a matter of course. Neighbourhood Plans are required by law to have undergone appropriate community and stakeholder consultation, and to demonstrate that policies are evidenced, justified, deliverable, and sustainable.

If successful, and once made by South Norfolk Council, the Neighbourhood Plan will primarily be monitored by Long Stratton Town Council, but the District Council will also be able to assess its implementation from a development management point of view and the determination of planning applications within the parish.

**Signed by evaluator:**      **Richard Squires**

**Signed by responsible head of department:**

Please send your completed forms to the equalities lead (Victoria Parsons) to be reviewed and stored in accordance with our legal duty.

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REVIEW DATE - \_\_\_\_\_

(See Page 2 for details of reviews. Please send a copy of the reviewed document to Victoria Parsons)

## **Monitoring Officer Report**

**Report Author(s):** Emma Hodds  
Monitoring Officer  
01508 533791  
[emma.hodds@southnorfolkandbroadland.gov.uk](mailto:emma.hodds@southnorfolkandbroadland.gov.uk)

**Portfolio:** Leader

**Ward(s) Affected:** All

### **Purpose of the Report:**

This report seeks approval to provide a dispensation to the six-month rule to in line with Section 85 (1) of the Local Government Act 1972 and increase the membership of the Development Management Committee to nine seats. The report also asks members to note the current position with regard to hybrid meetings.

### **Recommendations:**

Council is requested to:

1. Agree to a dispensation for Cllr J Wilby from attending meetings of the Council, pursuant to Section 85 (1) of the Local Government Act 1972, until further notice, and that the situation be reviewed at regular intervals by the Leader and the Monitoring Officer.
2. Agree to increase the membership of the Development Management Committee to nine members, with effect from November 2021.
3. Agree the allocation and appointment of the extra seats to the Development Management Committee.
4. Note the current position with regard to the introduction of hybrid meetings

## **1. Summary**

- 1.1 This report seeks approval to provide a dispensation to the six-month rule to in line with Section 85 (1) of the Local Government Act 1972 and increase the membership of the Development Management Committee to nine seats. The report also asks members to note the current position with regard to hybrid meetings.

## **2. Councillor absence**

- 2.1 Section 85 (1) of the Local Government Act 1972 states “....if a member of a local authority fails throughout a period of six consecutive months from the date of this last attendance to attend any meeting of the authority he shall, unless the failure was due o some reason approved by the authority before the expiry of that period, cease to be a member of the authority.”
- 2.2 Cllr J Wilby is currently suffering with ill health and is unable to attend council meetings. Cllr J Wilby last attended a meeting on 26 April 2021, and it is therefore recommended that Council approves to excuse Cllr J Wilby from attending meetings of the Council, pursuant to Section 85 (1) of the Local Government Act 1972, until further notice.
- 2.3 The Monitoring Officer will review the position at regular intervals with the Leader of the Council.

## **3. Development Management Committee (DMC)**

- 3.1 It has previously been agreed that the membership of the Committee was maintained at five but to be kept under review whilst covid restrictions were lifted. Recent discussions have now indicated that there is a desire to increase membership of the Committee from November 2021.
- 3.2 It is therefore proposed that the membership of DMC increases the membership of the DMC to nine from November 2021. The allocation of these additional seats needs to reflect the strength of each political group on the Council. Group Leaders have been notified of the proposed allocations under the political balance rules, which results in an additional three conservative seats and one liberal democratic seat on the Committee, and Leaders are requested to advise Council on their proposed appointments from their respective Groups.

## **4. Hybrid meetings solution**

- 4.1 Since Covid-19 made it necessary for local authorities to consider alternative options to allow decisions to be made in an environment where meeting in person was not possible, we want to ensure that we continue to embrace those changes that benefitted members and the organisation. Hybrid meetings would allow

members and officers to attend committee meetings virtually, in addition to those physically in the room. Currently, legislation does not allow decision makers to attend meetings virtually, however in preparation of a future change in legislation and allow attendance virtually of those who are not involved directly in the decision-making process, various options are being explored.

- 4.2 The Democratic Services, and IT teams have been exploring the option of utilising the current equipment installed in the Council Chamber to facilitate hybrid meetings. Further initial testing and trials will take place over the coming months and it is hoped that once a solution can be found using the existing equipment that we can move to testing with members in due course.

## **5. Issues and risks**

- 5.1 **Resource Implications** – not applicable to this report.
- 5.2 **Legal Implications** – the recommendations within this report ensure that the Council and its Members adhere to the legislation.
- 5.3 **Equality Implications** – not applicable to this report.
- 5.4 **Environmental Impact** – not applicable to this report
- 5.5 **Crime and Disorder** – not applicable to this report.
- 5.6 **Risks** – not applicable to this report.

## **6. Recommendations**

Council is requested to:

- 6.1 Agree to a dispensation for Cllr J Wilby from attending meetings of the Council, pursuant to Section 85 (1) of the Local Government Act 1972, until further notice, and that the situation be reviewed at regular intervals by the Leader and the Monitoring Officer.
- 6.2 Agree to increase the membership of the Development Management Committee to nine members, with effect from November 2021.
- 6.3 Agree the allocation and appointment of the extra seats to the Development Management Committee.
- 6.4 Note the current position with regard to the introduction of hybrid meetings