

Minutes of a meeting of the **Overview & Scrutiny Committee – Review of Cabinet Agenda** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Tuesday 24 July 2018** at **10.00 am** when there were present:

Mr D G Harrison – Chairman

Mr A D Adams
Mrs C H Bannock
Mr D Buck
Ms S J Catchpole

Mr J J Emsell
Mr R F Grady
Mr G K Nurden
Mr F O'Neill

Mr S Riley
Mr M Snowling
Mrs K A Vincent
Mr D C Ward

Also in attendance were the Head of Democratic Services and Monitoring Officer, Head of Economic Development, Head of Corporate Resources, Head of Planning, Head of Finance and Revenue Services, Economic Development (Partnerships & Growth) Manager, Housing Manager, Environmental Protection Manager, Service Improvement Officer and the Committee Officer (JO).

26 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Everett and Mr Tapp.

27 MINUTES

The Minutes of the meeting held on 17 July 2018 were confirmed as a correct record and signed by the Chairman.

Minute no: 20 – Chairman's Announcements

The Chairman advised the meeting that a replacement for Mrs Copplestone on the Performance Management Sub-Committee was required and it was:

RESOLVED

to appoint Mrs Catchpole to the Performance Management Sub-Committee.

CABINET REPORTS

28 COUNCIL PERFORMANCE – BROADLAND BUSINESS PLAN

The report provided a comprehensive overview of the Council's performance for the last 12 months by assessing how Broadland had delivered against the objectives and ambitions within its Business Plan and the measures being used to evidence this. The report used a mix of numerical and narrative data

and also looked at risks and what mitigations were in place to address them.

The Committee considered the objectives in the Business Plan and noted the following:

Objective 1

To back Broadland businesses by providing information, help, advice and guidance to help them grow and prosper

- Officers were to be congratulated for the Repton 200 event, which had been very successful.
- Weather extremes in 2018 had not unduly affected businesses in the district so far, although the current heatwave might affect crops. The Emergency Planning Manager was working with the Norfolk Resilience Forum to plan for emergencies.
- The Council had excellent engagement with a whole range of businesses in the district and was well placed to access funding from the Local Enterprise Partnership.

Objective 2

To support the people of Broadland and their communities by offering a range of opportunities, skills and/or employment prospects.

- The national decline in apprenticeships had not been replicated in Broadland, which had had 266 vacancies advertised since July 2017.
- Most apprenticeships in the district were provided by larger companies, which contributed to the new levy (a breakdown of this figure would be forwarded to Members following the meeting).
- Effective marketing through social media of the Council's in-house business courses had led to an increase in bookings of 12 percent.
- Careful screening of prospective business proposals, to ensure they had realistic prospects of success, had led to a decrease in the failure rate for business start-ups.
- Business start-up courses were provided free. The Council charged a fee for the other BCTS courses that it offered.

- Broadly Active had funding in place for the next 12 - 18 months. The Council was currently providing the service in Norwich and would soon be delivering it in North Norfolk. Plans were also being made to roll it out to South Norfolk in the future.
- All apprenticeships were compliant with disability legislation (figures for the number of apprentices with learning difficulties / special needs would be forwarded to the Committee following the meeting)
- The Community Grants Programme would be reviewed later in the year. Broadland made a 34 percent contribution (£24,111) to a total pot of £71,692 to 14 projects awarded grants in 2017/18.
- Community Grant funding might be available where eligible to repair / maintain tracks where Parkruns were held, if required.

Objective 3

To minimise waste and maximise recycling

- The brown bin service continued to grow by around 2,000 customers a year.
- The Council encouraged residents to take their brown bins with them if they move within the district.

Objective 5

To keep Broadland clean and tidy

- The Council had a policy of clearing up fly tipping as soon as possible to deter further dumping.
- Most fly-tipping was carried out by rogue traders, not householders.
- Not enough data was available to identify if the charges for DIY waste disposal at Household Waste Recycling Centres had led to an increase in fly-tipping or tonnage of residual waste disposal at this stage

Objective 6

To generate and commit investment to ensure development provides the necessary infrastructure, homes and opportunities for Broadland residents

- The New Homes Bonus would be subject to the Comprehensive Spending Review in 2019, so its future remained uncertain.
- So far approximately £9m in Community Infrastructure Levy (CIL) had been collected in Greater Norwich. CIL could be used for match funding infrastructure projects.
- Although the adopted Local Plan did not have a five year housing land supply, the latest Strategic Housing Market Assessment indicated that Broadland had an eight year housing land supply. The Government was also proposing a standard methodology for assessing land supply and if this was used it was anticipated it would indicate that the Council had a five year housing land supply.
- A £54m bid to the Housing Infrastructure Fund, which could fund key elements of the Broadland Growth Triangle, had been submitted. The outcome of the bid would be known next spring.

Objective 7

To maximise the delivery of homes people can afford

- A report would be considered by Cabinet in September setting out the proposed arrangements for establishing a Growth Delivery Team to accelerate and promote quality development at strategic sites across Broadland and South Norfolk.
- There were over 9,000 outstanding planning permissions in Broadland, but in contrast, 693 houses were delivered in 2017/18. This was due to a number of factors including; the rising cost of construction, a shortage of skilled workers and the high cost of upfront infrastructure.
- Developers were also successfully arguing that affordable housing was affecting the viability of sites and were negotiating a reduction in the Council's 33 percent planning policy commitment.
- Not many exceptions sites were currently being proposed for affordable housing, as most prospective sites were being put forward for market housing in the new Local Plan. Once sites were allocated in the Local Plan, those that were rejected might then come forward as exception sites.

Objective 8

To raise the quality of existing homes

- Funding for the Handyperson + scheme had been allocated in the base budget.
- There were no plans to expand the Handyperson + beyond its current level of capacity.

Objective 9

To understand people's housing problem and help them solve it

- Three people had recently been sleeping rough in Broadland. Two of these people were now in temporary accommodation.
- The Police and Crime Commissioner and the Probation Service were aware that there was an issue about prisoners being discharged without any accommodation to go to and were working to address the problem

Objective 10

To address the needs of the older population to ensure they can continue to live independently

- The County Council was proposing to assist in the provision of Housing with Care schemes in Broadland with land, capital and revenue funding.

Objective 11

To reduce incidence of crime and anti-social behaviour (ASB) by targeted actions

- It was suggested that a risk regarding lack of support from Norfolk County Council in respect of road safety near schools should be listed under this objective (it was confirmed that the Council had commissioned the Bike, Walk, Scoot scheme with the County Council, so the risk to this project was minimal).
- The risk of partner agencies failing to support the Hub was also suggested (Members were advised that the Early Intervention and Community Safety report to the 11 September 2018 meeting of the Committee would provide an update on the Hub).

Objective 12

To effectively manage our finances

- The Budget Forward Look would be considered by Cabinet in October, seeking approval for additional funding for 2018/19 for the Collaboration Project with South Norfolk Council.
- Revenue expenditure was approximately 108 percent of budget due to a revaluation of the Pension Fund and a loss on the disposal of the EcoCube (financial details in respect of the EcoCube were forwarded to the Committee following the meeting).

Objective 13

To use system thinking principles to improve services, maximise new income streams and deliver savings and efficiencies

- The decision to undertake the Feasibility Study into collaboration with South Norfolk had impacted on the roll out of further Systems Thinking interventions. The future use of Systems Thinking would be the subject of further joint discussions.
- The ongoing revenue savings of £447,000 accrued from Systems Thinking interventions was an accurate and realistic figure.

Objective 14

To maximise staff engagement

- Staff turnover at Broadland remained low. A slight increase in 2017/18 was in part due to six retirements, which was itself an indicator of how good staff retention at the Council was.
- Significant staff engagement had been built into the Feasibility Study process and would continue through the collaboration process.
- The Collaboration Programme Team continued to work on governance arrangements and the Joint Lead Members Group and the Joint Scrutiny Group would continue to meet as the project was rolled out. The routemap would be used as a basis for continued monitoring of the project.

Objective 15

To promote healthy lifestyles and encourage behaviour change

- £20,000 had been raised for the Stroke Association by holding a 'Resolution Run' at Catton Park.

RECOMMENDED TO CABINET

Option (1)

to note and consider the progress made against the objectives outlined in the Appendices.

**29 CHANGES TO APPOINTMENTS TO OUTSIDE ORGANISATIONS
(EXECUTIVE FUNCTION)**

Following the changes to the Leader and Cabinet at Council on 12 July 2018, Cabinet would be asked to agree the following changes to appointments to outside organisations:

District Councils' Network = Leader

East of England LGA = Leader

Health and Wellbeing Board = Leader

LGA General Assembly = Leader

Norfolk Water Management Partnership Strategic Forum = Mr Moncur.

RECOMMENDED TO CABINET

to note the appointments to outside organisations.

30 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.

31 LAND AT REEDHAM ROAD, ACLE

The report explored an opportunity for the Council to acquire the freehold of a parcel of land in Acle to develop for employment use.

Following further discussion it was:

RECOMMENDED TO CABINET

Option (1, as amended)

to agree the recommendation identified in the report regarding the land off Reedham Road, Acle *and to encourage the landowner and the Parish Council to explore developing the site for housing.*

The meeting closed at 12.43 pm