

Minutes of a meeting of the **Cabinet** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Tuesday 6 February 2018** at **9.00 am** when there were present:

Mr A J Proctor – Policy

Portfolio holders:

Mr S M Clancy	Economic Development
Mr R R Foulger	Communities and Housing
Mrs T M Mancini-Boyle	Finance
Mr S A Vincent	Planning

Mrs C Bannock and Mr D Harrison were also in attendance for the duration of the meeting.

Also in attendance were the Chief Executive, Deputy Chief Executive, Head of Democratic Services and Monitoring Officer, Head of Planning, Spatial Planning Manager, Environment Protection Manager, Economic Development (Partnerships and Growth) Manager and the Committee Officer (JO).

117 APOLOGY FOR ABSENCE

An apology for absence was received from Mr Fisher.

118 MINUTES

The Minutes of the meeting held on 9 January 2018 were confirmed as a correct record and signed by the Chairman.

Minute no: 111 – Council Owned Bridges on the Bure Valley and Marriott's Way Routes

The Portfolio Holder for Economic Development confirmed that accurate costings were being drawn up for the maintenance of the bridges in the ownership of the Council and would be presented to a future meeting of Cabinet for consideration.

119 REPRESENTATIONS FROM NON CABINET MEMBERS

The Chairman agreed that, at his discretion, all non-Cabinet Members in attendance be allowed to join the debate at the relevant point of the proceedings on request.

120 OVERVIEW AND SCRUTINY COMMITTEE

Cabinet received the Minutes of the meeting of the Overview and Scrutiny Committee held on 16 January 2018.

The Chairman of the Overview and Scrutiny Committee advised Members on the views expressed by the Committee when it reviewed the Cabinet Agenda on 30 January 2018, as each item was considered.

121 SERVICE IMPROVEMENT AND EFFICIENCY COMMITTEE

Cabinet received the Minutes of the meeting of the Service Improvement and Efficiency Committee held on 22 January 2018.

The Chairman noted that the Committee was focusing most of its attention on the collaborative Feasibility Study. Income generation also featured on the Committee's Work Programme as a topic for future consideration.

122 ECONOMIC SUCCESS PANEL

Cabinet received the Minutes of the meeting of the Economic Success Panel held on 23 January 2018.

Cabinet agreed with the Panel's observation in respect of the poor mobile phone signal at Thorpe Lodge and suggested that the Council offices might be a suitable site for a mobile phone mast, which could improve the signal and possibly generate income. The Panel would be updated on this at its next meeting.

123 FINANCIAL MONITORING TO 31 DECEMBER 2017

The report summarised the financial position of the Council at 31 December 2017.

There was a capital underspend of nearly £0.5m which had been largely set aside for the County Council's Superfast Broadband project, which was not being drawn on as much as had been expected.

There were also underspends on Community Grants, the administration of which was transferred to the Norfolk Community Foundation, however it was expected that 90 percent of the Capital budget would be spent by the end of the financial year. The Chairman suggested that measures be taken as a matter of urgency to ensure that funding remained in place for Community Grants.

At 31 December 2017 the level of revenue budgets spent was 87.1 percent.

The Portfolio Holder for Finance noted that there was a lower draw on the budget for Superfast Broadband and that the Council should only release further funds if there was a compelling reason to do so and that a decision on this be made by the Cabinet.

RESOLVED

to note the report.

Reasons for decision

The report was a factual account.

124 TREASURY MANAGEMENT STRATEGY 2018/19

The report set out the proposed Treasury Management Policy, Treasury Strategy Statement and Annual Investment Strategy for 2018/19.

The Chartered Institute of Public Finance and Accountancy had issued a revised Treasury Management Code of Practice in 2017 and the Treasury Management Policy Statement 2018/19 had been amended to incorporate these changes, which also included minor amendments to the financial indicators.

The Chairman noted that the Council's Treasury advisors; 'Capita Asset Services,' had been sold to an Australian company, 'Link Asset Services'. The Council's contract came to an end in 2019 and a re-evaluation would take place before a decision was taken on its renewal.

The Treasury Management Policy Statement set out the aims and limits of the Treasury function for 2018/19, which now included other non-financial assets held for financial return. These changes would now allow the Council to explore options for a better return on its investment.

RESOLVED

to

- (1) adopt the proposed Treasury Management Policy and Treasury Strategy Statements for 2018/19 (attached at Appendix 1 to the signed copy of these Minutes); and

- (2) bring forward options for improving Treasury Management returns to the 10 April 2018 meeting of Cabinet.

RECOMMEND TO COUNCIL

to adopt the Annual Investment Strategy for 2018/19.

Reasons for decision

The report was a factual account.

125 JOINT 5 YEAR INFRASTRUCTURE INVESTMENT PLAN

The report proposed that Cabinet recommend to Council that the Greater Norwich Joint 5 Year Investment Plan be approved.

The report was brought to Members annually for approval and set out the priorities for infrastructure spending for 2018/19, as well as the infrastructure funding priorities for the subsequent four years to 2022/23.

There were five projects in Broadland for 2018/19, supported by £1,440,000 of Community Infrastructure Levy funding from the Infrastructure Investment Fund. These were:

- Improvements to the Marriott's Way between Thorpe Marriott and Costessey – (£100,000)
- Community Sports Hub proposal for Horsford Manor site – (£1,000,000)
- Thorpe Marriott Greenway – £105,000
- Marriott's Way: Surfacing Works (Drayton) – £85,000
- Access for All – a five-year pot of £150,000 to allow various smaller-scale improvements to trails across Greater Norwich to be made (such as surfacing and gate/fence improvements), with decisions being made by the Infrastructure Delivery Board.

In the 2017/18 Plan, a cash reserve of roughly £2.6m was proposed to be built up over three years, towards repayment of the £50m which has been borrowed or committed to support the delivery of the Northern Distributor Road and the Long Stratton bypass.

In addition, the Plan proposed an allocation of £2m for 2018/19 for the

purposes of helping to deliver the Children's Services' Capital Programme, as well as exploring funding opportunities for the new Broadland Growth Triangle High School.

RECOMMENDED TO COUNCIL

to agree the Joint Five-Year Infrastructure Investment Plan in general, and the 2018/19 projects proposed, for consideration by the next meeting of the Greater Norwich Growth Board, with the first year of the Infrastructure Investment Plan to be considered as the Annual Growth Programme for 2018/19.

Reasons for decision

To facilitate the delivery of strategic growth in Greater Norwich.

126 NORFOLK STRATEGIC PLANNING FRAMEWORK

The report presented the proposed Norfolk Strategic Planning Framework that was being considered for approval and endorsement by all the local planning authorities in Norfolk. The report also proposed that the work of the Norfolk Strategic Planning Group, which had drafted the Norfolk Strategic Planning Framework, continue and that the Council contributed £10,000 per annum for two years towards this.

The Framework set out guidelines for strategic planning matters across the County and beyond, and demonstrated how the planning authorities would work together under the Duty to Co-operate on planning related topics. It also showed how strategic matters, such as housing numbers, were to be taken into account in the production of Local Plans, and would be monitored and reviewed as necessary in the following years.

The Framework was also subtitled an 'Emerging Statement of Common Ground', which anticipated the Government's introduction of a requirement that all local planning authorities produce a statement of common ground setting out cross boundary matters, including the housing need for the area and proposals for meeting any shortfalls.

The Portfolio Holder for Planning noted that the contribution to the Norfolk Strategic Planning Forum represented good value for money, as it would be far more expensive for the Council to draft its strategic planning documents on its own.

The Chairman requested that the Agreements in the document be included in the Executive Summary, so it could be clearly seen what the planning authorities were signing up to.

RECOMMENDED TO COUNCIL

to approve the Norfolk Strategic Planning Framework subject to the listing of the Agreements within the Executive Summary of the document, and continue the Council's involvement in the Norfolk Strategic Planning Forum.

Reasons for decision

To meet the Council's responsibilities as a local planning authority.

127 PUBLIC SECTOR EQUALITY DUTY ANNUAL UPDATE

The report summarised progress made by the Council during 2017 in respect of its Public Sector Equality Duty and sought approval to publish the Annual Report, as required under legislation.

The Corporate Equalities Group was the key mechanism by which equality issues were promoted and monitored at the Council and consisted of staff from all departments, as well as an elected Member.

The Group's activities included working to connect with religious and faith groups in Broadland; promoting a Health in all Policies approach; updating the Single Equality Scheme and working in partnership to better understand mental health issues for children and young people

Examples of good practice cited in the Annual Report included; Community at Heart Grants, the Choices Programme and District Direct (a project to identify patients at risk of a delayed discharge from hospital and put in place interventions to allow them to return home).

RESOLVED

to approve the Public Sector Equality Duty Annual Report for publication (attached at Appendix 2 to the signed copy of these Minutes).

Reasons for decision

To meet legislative requirements.

128 EXCLUSION OF 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.

129 ASSET MANAGEMENT

The report was a high level analysis of the land assets owned by the Council, which allocated them into the following three categories:

- Possible development sites
- Possible disposal sites
- Opportunities to explore further those that might achieve savings.

It was emphasised that only those assets that might present an opportunity for development were to be considered at this stage and that reports would be brought back to Cabinet for each agreed project.

Seven sites were proposed for consideration together with a further nine sites that were not owned by the Council, which might present commercial opportunities (as detailed in the Exempt Minutes).

RESOLVED

to agree the opportunities set out in the report (attached as Appendix 3 to the signed copy of the Exempt Minutes) as well as the recommendations, as amended, to how each of them might be progressed.

Reasons for decision

To explore the development potential of the Council's land assets.

130 WASTE COLLECTION, STREET CLEANSING AND GROUNDS MAINTENANCE SERVICE – CONTRACT UPDATE

The report provided an update on progress with procuring a new joint contract for refuse and recycling collection, street cleansing and grounds maintenance.

The report was the result of a decision to explore procuring a single contract that others would be able to join in the future and it also looked at options to extend the existing contract, so as to align with the contracts of other local authorities as well as extending the food waste collection service.

Cabinet discussed the options, as detailed in the Exempt Minutes and

RESOLVED

to extend the current Waste, Street and Grounds Contract for a period of 24 months, to November 2021, allowing for an additional 1,500 properties to be added to the food waste service, and to re-invest the contract savings identified by adding a further 1,500 properties to the food waste service, committing to £13,000 of capital costs for caddies to be funded from the contract savings.

Reasons for decision

To allow further time to explore the potential for a joint waste collection contract with other councils.

131 EXEMPT MINUTES OF MEETING HELD ON 9 JANUARY 2018

The Exempt Minutes of the meeting held on 9 January 2018 were confirmed as a correct record and signed by the Chairman.

The meeting closed at 10.10 am