

Minutes of a meeting of the **Cabinet** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Tuesday 28 August 2018** at **9.00 am** when there were present:

Mr S A Vincent – Policy (Chairman)

Portfolio holders:

Mrs J K Copplestone	Economic Development
Mr R R Foulger	Housing and Wellbeing
Mrs T M Mancini-Boyle	Finance
Mr I N Moncur	Planning
Mr G Peck	Transformation and Organisational Development

Mrs C Bannock also attended the meeting for its duration.

Also in attendance were the Chief Executive, Deputy Chief Executive, Head of Democratic Services and Monitoring Officer, Spatial Planning Manager, Housing Manager and the Committee Officer (JO).

### **29 APOLOGY FOR ABSENCE**

An apology for absence was received from Mr Fisher.

### **30 MINUTES**

The Minutes of the meeting held on 31 July 2018 were confirmed as a correct record and signed by the Chairman.

### **31 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.

### **32 UPDATE TO LOCAL DEVELOPMENT SCHEME**

The report presented an updated Local Development Scheme (LDS), which set out the Development Plan documents that the Council was going to publish, together with a timetable for their production. The current LDS was published in June 2016 and was in need of updating to reference the

timetable for production of the Greater Norwich Local Plan (GNLP), as well as more general changes and updates.

The revised timetable for the GNLP proposed publication of the Plan in February 2020, followed by submission to the Secretary of State in June 2020 and adoption of the final Plan in September 2021. It was noted that the timetable required amendment to correct a typographical error in respect of the final adoption.

The Spatial Planning Manager explained that as the timetable required formal approval each time it was revised to ensure that it remained sound and not subject to legal challenge, only the formal stages of the Local Plan process were included in it. Other informal stages could, therefore, be treated more flexibly and make more productive use of officer time.

Cabinet was informed that there would be further consultation on 'additional' sites in October / November 2018 and a consultation on a draft Plan in autumn 2019. The GNLP would be reviewed in 2021, in accordance with the National Planning Policy Framework, which required that Local Plans be reviewed at least every five years.

## **RECOMMENDED TO COUNCIL**

to approve the updated Local Development Scheme (August 2018) (attached at Appendix 1 to the signed copy of these Minutes).

### **Reasons for decision**

To meet legislative requirements.

## **33 HOUSING BRIEFING – YEAR END REPORT 2017/18**

The report provided the 2017/18 year end summary of housing related services delivered by the Council.

The Government had recently published its Rough Sleeper Strategy. It had been suggested that the Strategy would come with significant additional funding, but there were no details of how much the Council would be able to access at present.

The Government had also published a Social Housing Green Paper, which aimed to provide safe decent homes, empower residents, expand the supply of housing and widen opportunities for home ownership. The Green Paper would be considered by the Place Shaping Panel in October. A joint response to the Green Paper with South Norfolk Council was also being considered.

The Housing Manager confirmed that reduced delivery of affordable housing on some sites was a national issue. Broadland took a pragmatic approach to this trend, with each planning application being assessed on a case by case basis.

The Portfolio Holder for Housing and Wellbeing commended the level of activity being undertaken in the department. In particular, he noted that £3m had been secured from the Warm Homes Fund to provide help to fuel poor households across Norfolk and it was confirmed that this two year project was progressing well.

Members' attention was also drawn to the number of empty homes in the district, which at 265 was at an all-time low. The Portfolio Holder for Housing and Wellbeing informed the meeting that Compulsory Purchase powers had proved a powerful incentive for owners to bring their properties back into use. Members were also asked to note the removal of the £30,000 cap on Disabled Facilities Grants, as well as the popularity of the Handyperson+ service, which had completed 539 jobs in 2017/18.

The Chairman advised the meeting that he and the Chief Executive had met the newly appointed Chief Executive of North Norfolk and South Norfolk Clinical Commissioning Groups (CCG) last week to explore opportunities for working together. He had been particularly interested in the Home Improvement Agency intervention pilots at GPs surgeries in Drayton and Aylsham, which provided direct housing support services to a cohort of patients with a high demand on the surgeries. Growth in Broadland and the impact on CCG services was also an issue that was explored. Closer linkages with the CCGs would be developed as part of the new Broadland Business Plan 2019/22.

## **RESOLVED**

to note the contents of the report.

### **Reasons for decision**

The report was a factual account.

## **34 INTERIM MANAGEMENT ARRANGEMENTS IN HOUSING AND ENVIRONMENTAL SERVICES DEPARTMENT**

The report provided an update on progress with the current temporary interim management arrangements in the Housing and Environmental Services department and suggested appointing internally a Head of Housing and Environmental Services on an interim basis until such time as the new Managing Director had agreed a new joint management structure.

Since the departure of the Head of Housing and Environmental Services, the Team Leaders of the four main teams in the department had each been 'acting up' to take on the responsibilities of their Head of Service, whilst reporting to the Deputy Chief Executive. It was agreed when these arrangements were put in place that they would be revisited once the Feasibility Study was published and a decision made about collaboration. Given that this decision had now been made and the Council was, therefore, facing a period of significant change and although the arrangements had worked well so far, there were some concerns in the department about the reduction in senior capacity and the lack of a single point of leadership.

It was, therefore, proposed to recruit internally from Broadland staff a Head of Housing and Environmental Services, on an interim basis, until the joint management structure across Broadland and South Norfolk Councils was in place. As the appointment was to be on an interim basis it was suggested that it be made by the Deputy Chief Executive with a panel of one or two other Heads of Service with HR support. However, the option to convene the Appointments and Pay Panel was also available if Members thought it necessary.

Members considered it unnecessary to convene an Appointments and Pay Panel for an interim appointment, but it was proposed that the relevant Portfolio Holders sit on the informal panel.

## **RESOLVED**

to

- (1) note the progress made under the interim arrangements agreed in November 2017;
- (2) agree to appoint internally a Head of Housing and Environmental Services on an interim basis until such time as the new Managing Director had agreed with Members the joint management structure across Broadland and South Norfolk; and
- (3) agree that the appointment to the post be delegated to the Deputy Chief Executive with a panel comprised of the relevant Portfolio Holders and two Heads of Service; and
- (4)
  - (a) request the Head of Democratic Services and Monitoring Officer to amend the temporary delegations in the Constitution to appropriately reflect this decision; and
  - (b) authorise the Deputy Chief Executive to arrange the back filling of posts if required.

**Reasons for decision**

To appoint an interim Head of Service, now that the Feasibility Study on collaboration had been published.

**35 A CASE FOR CHANGE – BUSINESS CASE FOR CHANGING THE GOVERNANCE OF THE NORFOLK FIRE AND RESCUE SERVICE**

The report presented a draft proposal from the Norfolk Police and Crime Commissioner setting out a business case for the adoption of a new governance model for the Norfolk Fire and Rescue Service. The proposal would see the service moving from the current governance model under the auspices of Norfolk County Council, to a new governance model under the control of a new Norfolk Police, Fire and Crime Commissioner.

The Portfolio Holder for Finance advised Members that the Business Case for the proposal was flawed as it was based on assumptions of funding from sources that were unlikely to be available in the future, such as the Revenue Support Grant. The Chairman also noted that the appraisals for options one and two were not sufficiently robust.

**RECOMMENDED TO COUNCIL**

that a negative response be made to the proposal as it was considered that the funding assumptions in the Business Case were flawed and the appraisals of the options were inappropriate.

**Reasons for decision**

To respond to a public consultation exercise.

*The meeting closed at 9.37am*