

Minutes of a meeting of the **Council** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Thursday 21 February 2019** at **7.00pm** when there were present:

Mrs J Leggett – Chairman

Mr A D Adams	Mr D G Harrison	Mr S Riley
Mrs C H Bannock	Miss J R Keeler	Mrs B H Rix
Mr D Buck	Mr R J Knowles	Mr D Roper
Mr P H Carrick	Miss S Lawn	Mr N C Shaw
Mr S M Clancy	Mr K G Leggett MBE	Mr M D Snowling MBE
Mr S Dunn	Mr I J Mackie	Mrs K A Vincent
Mr J J Emsell	Mrs T M Mancini-Boyle	Mr S A Vincent
Mr G Everett	Mr I N Moncur	Mr D C Ward
Mr J F Fisher	Mr G K Nurden	Mr J M Ward
Mr R Foulger	Mr F O'Neill	Mr F Whymark
Mr R F Grady	Mr G Peck	
Mr C Harrison	Mr A J Proctor	

Also in attendance were the Managing Director, the Deputy Chief Executive, the Head of Finance and Revenue Services, the Head of Democratic Services & Monitoring Officer and the Committee Officer (DM).

Members of the public and the Press also attended the meeting.

102 NORFOLK CONSTABULARY PRESENTATION / QUESTION / ANSWER SESSION

The Chairman welcomed to the meeting Superintendent Harvey, Inspector R Wicks and Sergeant A Youd. Supt Harvey thanked Members for the opportunity to attend the Council meeting again to provide an update on progress on policing matters and to answer questions. He added that he and his fellow officers were always available to Members to discuss any areas of concern and Members were welcome to contact the officers present for a one to one meeting at any time. Supt Harvey reported that the new policing model was now starting to settle well and he gave an example of how the new ANPR facility was proving invaluable in catching criminals. Figures for violent crime had risen but research had identified this was most often amongst people who knew each other. On average, one robbery took place each month in Broadland and the district continued to remain a very low crime area. There were no County Lines dealers in the district.

In response to a question about speeding and the use of SAM cameras, Supt Harvey confirmed that a lot of progress was being made in the battle with speeding and local speed watch volunteers were helping immensely in this respect. With regard to ongoing concerns about misuse of and accidents on

the Broadland Northway, Supt Harvey commented that a significant improvement had been seen in use of the road over the last 3 months following improvements by the Highway Authority to road markings but there was still a need for continued education. There were still some issues with regard to the speed of cars approaching roundabouts and use of the road continued to be monitored with a full review planned after 12 months' operation to gauge the impact on accident numbers overall in the area. Members were well placed to lobby the County Council regarding any improvements they felt should be considered.

A question was raised about the proper use of CCTV by residents and businesses and Supt Harvey confirmed that privately owned CCTV and indeed dash cams were invaluable in providing evidence to help solve crimes. CCTV cameras should be positioned so that they recorded within the residential / business private curtilage. In cooperation with the help hub, he was hoping to prepare guidance on the use of CCTV.

A number of Members thanked the Police representatives present for work being done on the ground in several parishes in Broadland and the Police presence which was to be welcomed. Reference was made to the ongoing growth of the county and the need to continue to try to respond to the growth with appropriate resources.

The Chairman thanked the Police representatives for attending and they undertook to present an update of crime figures in the area on their next visit.

103 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8

Member/Officer	Minute No & Heading	Nature of Interest
The Head of Democratic Services and Monitoring Officer (on behalf of all staff present)	109 – Cabinet Reports - Senior Management Structure	Personal interest on behalf of all staff present affected by the proposals

104 APOLOGIES FOR ABSENCE

Apologies for absence were received from Ms S J Catchpole, Mrs J K Copplestone, Mrs S Gurney, Mrs L H Hemsall, Mr T W Landamore and Mr V B Tapp.

105 MINUTES

The Minutes of the meeting held on 10 January 2019 were confirmed as a correct record and signed by the Chairman.

Minute no 96 – Appointment of Electoral Registration Officer/Returning Officer

In response to a concern about rumours relating to the management of the forthcoming elections, the Managing Director reassured Members that whilst he had been appointed as Returning Officer for both South Norfolk and Broadland Councils for the May elections, a fully empowered Deputy Returning Officer had been appointed at each location with the Head of Democratic Services and Monitoring Officer assuming this role at Broadland. He added that in his previous posts, he had over 10 years' experience of the role of Returning Officer and as a local person was familiar with both districts.

106 ANNOUNCEMENTS

Members noted the civic engagements undertaken by the Chairman and Vice-Chairman of the Council since the last meeting. The Chairman referred to her attendance at the launch of the Blue Plaque scheme and thanked all staff involved for their work in getting it up and running.

The Vice-Chairman referred to her attendance at the Holocaust memorial service which had been very moving, in particular, hearing from survivors of the Rwanda genocide.

The Portfolio Holder for Housing and Wellbeing (Mr Foulger) reported that 1 May 2019 saw the 175th anniversary of the establishment of the railway from Norwich to Great Yarmouth and the 200th anniversary of the birth of Queen Victoria. The new fleet of Greater Anglia trains was due to be in place by then but the signalling works by Network Rail had been delayed from April to October which would affect the celebrations planned. There was, however, still opportunity for Broadland to celebrate the anniversaries at its three stations along the line at Brundall, Reedham and Cantley.

The Portfolio Holder for Environmental Excellence (Mr Fisher) referred to the Broadland launch of the SCRAP fly tipping campaign which would take place the following day.

107 QUESTIONS FROM THE PUBLIC

The following questions were raised by members of the public present:

Dr Hayley Pinto

The 1.5oC IPCC report was described by Antonio Guterres (UN Secretary General) as “an ear-splitting wake up call.” Even our children are sacrificing their education; going out on strike to demand action. As a mother, I am deeply concerned about the terrifying prospects for my children if climate

change is not comprehensively addressed. Norfolk and specifically Broadland face significant issues, including (not limited to) loss of the Broads due to salt-water infiltration, flooding, water scarcity and heatwaves impacting agriculture & public health. Every community in the world must respond to this threat. Local councils are ideally placed to catalyze local action and educate their populations. We must rapidly reduce the carbon footprint of our communities to achieve carbon neutrality in a timeframe compliant with science and the Paris Agreement. As a rural area, we are also capable of contributing to carbon drawdown. Following the groundbreaking IPCC Report, will Broadland Council declare a climate emergency as a first step?

Responding to the question, the Portfolio Holder for Environmental Excellence commented that the District Council was very conscious of the issue of climate change and was working wherever possible to reduce emissions. He undertook to provide a full and comprehensive response to Dr Pinto's question within 10 days and that the Environmental Excellence Panel would be considering the issue of the IPCC report for recommendation to Cabinet.

He referred to a number of Council initiatives already underway with regard to encouraging the use of renewable energy and recycling. Norfolk would soon benefit from an award of funding to help improve energy efficiency in homes throughout Norfolk to reduce the carbon footprint. He also referred to the Council's innovative housing project at Carrowbreck, to build award-winning houses to Passivhaus standards and to the possibility of securing Transforming Cities funding to improve public transport routes and secure electric buses utilising renewable energy.

Dr Pinto welcomed the answer provided and the offer to expand on this further. She added that she was a member of a local group working together to try to see what communities could do to help with climate change and she would like to share their work with the Council.

Peter Lanyon – Question for Council Meeting 21 February 2019

The Norwich Western Link road, which Broadland Council supports, would drive a dual carriageway and 30,000 vehicles a day directly through the Wensum and Tud river valleys. The wider ecology of the area comprises interconnected habitats between these two river valleys. The road would damage Areas of Conservation, Wildlife sites and ancient woodlands. There is no effective way to mitigate for the loss of interconnected habitats. As the climate changes, species need to be able to move effectively through the landscape, using unbroken corridors along rivers and hedges. Put in plain English, the road would cause ecocide. The schoolchildren who were protesting last Friday, including at the Norwich Forum, were doing so because their generation is the one that will suffer devastating social impacts if we do not take urgent preventative action now. They are demanding all leaders, like

yourself, take immediate action to prevent further damage. Norfolk Wildlife Trust, the Campaign to Protect Rural England, and local environmental groups all oppose the link road. So does the MP for Norwich South, Clive Lewis. Will you as responsible councillors, see the crisis that is unfolding? Please for the sake of all of us; drop your support for this link road.

The Leader of the Council responded that the Council's support for the building of a Norwich Western Link between the A1067 Fakenham Road and the A47 was longstanding. It was most recently demonstrated in the response to the second public consultation on the four options for the link road in January this year when support for Options C and D were put forward as being acceptable.

Protecting the natural environment of Norfolk and Broadland continued to be a priority and when considering large scale infrastructure projects, there was an acute awareness of the need to balance the interests of the environment and that of the need for development, growth and inward investment. The Norwich Western Link would bring about important benefits to residents, businesses, visitors and both the built and natural environment. It would improve people's quality of life by reducing rat running, reduce air pollution in villages, improve road safety and improve the highway network to create quicker journeys with fewer polluting traffic jams. As with any development in a rural setting, there would be an impact on wildlife habitats and managed natural landscape. As always, the Council would continue to seek assurances that these impacts were mitigated and appropriate measures put in place to protect Norfolk's natural heritage.

Statement by Andrew Cawdron of 8 The Boulevard, Thorpe End, Norwich, NR13 5BL

to the Councillors of Broadland District Council in respect of their Financial Report tabled for final approval at the 21st February 2019 Meeting.

Last Friday we were privileged to witness thousands of schoolchildren taking a school strike to demand that politicians take action to address the real and immediate threat of the climate emergency. I believe they are right to worry about their future, where governmental inaction threatens societal and environmental collapse. Those who are elected to positions of authority have a duty to research, study and accept the truth of what faces their constituents and act with clarity and boldness. The recent Intergovernmental Panel on Climate Change report has stated we have 12 years to prevent runaway climate changes. The Paris Accord with or without America will take us above the target of 1.5 degrees warming and we are on a trajectory of 2.5 – 3 degrees warming. This in short, means we have no Carbon budget left. The climate emergency is already impacting communities across the world, resulting in loss of life. We face a scenario of increasing worldwide migration, food and water insecurity and instability. We are cooking our planet and such

matters, as the insect decline is an example to be made worse, if temperature change rises to 2 degrees. Here in the UK, where we produce only 50% of our food, we will be vulnerable to food shortages and of course, Norfolk as a region is already vulnerable to coastal flooding and consequential impacts inland upon our rivers and broads. Without exaggeration, we should already have emergency plans prepared for accommodating our coastal communities in the event of an increased 1953 storm surge. I ask Broadland District Councillors to join other councils across the UK and the world to declare a climate emergency, work to educate their constituents about the emergency and start to prepare communities for the changes that will be necessary. As stark examples of how wrong priorities have become, I refer you to your own financial reporting. For Growth/Savings agreed Autumn 2018. On page 102 of your papers, you will see Climate Change; CCCLC 5000 Climate Change Contracted Services and CCCLC 4011 Climate Change Officers Conference Expenses; these are both summarised as “No Longer Required”. It is little wonder our children are crying out to the “grown ups” to wake up and smell the roast.

108 PUBLIC SPEAKING

It was noted that there had been no requests to speak by the public.

109 OVERVIEW AND SCRUTINY COMMITTEE

The Minutes of the meetings held on 8 January, 29 January and 5 February 2019 were received.

110 CABINET REPORTS

The Minutes of the meetings held on 15 January and 12 February 2019 were received.

15 January 2019

Minute no: 82 – Budget and Medium-Term Financial Plan 2019/24 (see Minute 110 below).

Minute no: 83 – Joint Five-Year Infrastructure Investment Plan 2019-24

The Portfolio Holder for Planning (Mr Moncur) invited Members to support the recommendation from Cabinet.

RESOLVED

to agree the Greater Norwich Joint Five-Year Investment Plan and 2019/20 Annual Growth Programme and that the cash reserve be reallocated into the Infrastructure Investment Fund to support the delivery of previously agreed annual growth programmes and support the establishment of a new cash reserve to be forward planned in future versions of this Plan.

12 February 2019

Minute no: 93 – Minutes – Budget and Medium-Term Financial Plan 2019 – 24 (see Minute 110 below).

Minute no: 97 – Senior Management Recruitment and Appointment Arrangements

The Portfolio Holder for Transformation and Organisational Development (Mr Peck) advised that the report on the Senior Management Recruitment and Appointment Arrangements had been considered by the Joint Lead Member Group, the Joint Scrutiny Committee, the Overview and Scrutiny Committee and Cabinet. However, the outcome of the consultation with senior officers and Unison was being finalised and the Cabinet recommendations would therefore stand deferred for consideration at the Extraordinary meeting of Council on 28 February 2019.

Minute no: 98 – Changes to Council Tax Empty Homes Premium

RESOLVED

- (1) that the Long-Term Empty Property Premium (currently set at 50%) is:
 - (a) increased to 100% from 1 April 2019 for those properties that are vacant for two years and over; and
 - (b) increased to 200% from 1 April 2020 for those properties which are vacant for five years and over; and
 - (c) increased to 300% from 1 April 2021 for those properties which are vacant for ten years and over; and
- (2) that the Discretionary Relief Policy be amended by inserting the wording attached at Appendix 1 to the signed copy of these Minutes.

111 REVISED MEDIUM TERM FINANCIAL PLAN 2019 – 2024 AND COUNCIL TAX RESOLUTION 2019/20

Members considered the budget recommendations from the Cabinet meetings on 15 January and 12 February 2019 (Minute Nos: 82 and 93) together with the reports of the Head of Finance and Revenue Services inviting Council to approve the amended medium-term plan and the capital strategy and also calculate and approve the Council Tax requirement for 2019/20.

The Portfolio Holder for Finance (Mrs T Mancini-Boyle) stated that each year the budget was approached with uncertainty usually due to questions around funding and because of that, the Council exercised an element of caution. This year was no exception as collaboration could now be added to the mix. Savings were not the primary driver; the focus was on economic and housing growth along with improving the services delivered and providing enhanced benefits for the combined 260 thousand residents and 10 thousand businesses. If achieved, this would ensure Broadland along with South Norfolk promoted social mobility and were the vibrant places to live and work that was wanted now and in the future. As work progressed, savings were however expected to flow through. The £8.6 million identified in the feasibility report over the next five years had been included in the MTFP so that sight of the aims was not lost. They had however been removed from the bottom line as there was no certainty when or whether they would come to fruition. Also included were some of the costs involved such as the new growth delivery team.

As ever, all spending areas had been reviewed to ensure there were appropriate budgets for services and the current capital program. Back in 2016, Broadland submitted an efficiency plan which had been accepted and the 2019/20 provisional settlement had been included in that agreement. Moving forward Norfolk had been awarded the opportunity to take part in the 75% business rate retention pilot and therefore the 2019/20 revenue support grant due to Broadland had been rolled into the revised business rate baseline. New Homes Bonus remained unchanged for the next financial year and was expected to form part of the Government's comprehensive spending review in 2019, so the future of this funding stream was uncertain.

Broadland's council tax level was in the lowest quartile in the UK and Central Government's expectation was that local authorities use their powers to raise tax to meet their spending needs. There was no rise built into the 2019/20 budget but moving forward a rise had been built into the MTFP. This would however be reviewed on an annual basis and a decision made accordingly at that time.

When drawing up the budget, certain assumptions had been made, such as inflation which would follow that predicted by the Bank of England and that Broadland would continue to provide current services. Provision had been

made for a 2% increase in salary costs in respect of inflation and PRP.

A new PRP scheme was being worked on as part of the collaboration process. Business rate appeals were still a real threat and could have significant impact moving forward. Provision continued to be made for these and therefore sufficient funds were available at present for any settled appeals.

The current capital programme also had sufficient funding. However, it would be necessary to look for other projects moving forward and the opportunity would be there to borrow money if required. As ever, all projects would be assessed on a case-by-case basis. Presently, Broadland was heavily reliant on council tax and business rate income and innovative new ideas were required for income and capital generation.

The MTFP predicted a draw on reserves over the next five years, however, if the collaboration savings were realised, this might well not be as great. Savings and additional income had helped reduce pressure on the general fund in previous years and continuing careful monitoring of the budget would be required by the ever-vigilant team.

On a personal note, the Portfolio Holder thanked Jill Penn and her team for their dedication and professionalism in pulling the budget together in what was a difficult and unsettling time for officers. She also thanked them for the support given to her as Portfolio Holder and once again, congratulated the team for winning the IRRV award for Excellence in Non-Domestic rates in 2018/19 and it had been a great pleasure to attend the ceremony with many of the team.

The Portfolio Holder asked Council to support the budget in full.

A Member sought clarification as to whether the budget included provision for a decrease or increase in staffing levels compared to current levels and, if so, how many. The Managing Director commented that indicative savings had been included in the budget arising from the feasibility study but the real position would become much clearer following the appointment of staff to the senior management roles. At this point, senior managers would be able to consider the overall totality of staff at their disposal and the staffing levels needed would become clear. A further question was raised as to how this had been reflected in the budget and if the budget included savings in staff numbers. The Managing Director responded that the budget for staff costs was consistent with the previous budgets for staffing and did not reflect any changes as these would only become clear after the senior management appointments.

With regard to the level of reserves being held, a comment was made that it was hoped that efforts would continue to look for savings and economies

rather than increase council tax and, on the basis that the budget represented a standstill budget, support could be given to the proposed budget.

A Member commented that they did not as yet feel able to sign up to the indicative savings identified in the feasibility report and that increasing capacity and income generation by way of growth and enhancement was an alternative means of meeting the demands on the budget. They also supported the proposed budget.

Members then voted on the recommendations contained within the Cabinet Minutes and within the reports of the Head of Finance and Revenue Services on the Budget and Medium-Term Financial Plan 2018 – 2021 and the Council Tax Resolution for 2018/19.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, which set out the requirement for a recorded vote to be taken on all budget and Council Tax setting matters, a recorded vote was taken as follows:

FOR THE RECOMMENDATIONS – 34

Mr A D Adams	Miss J R Keeler	Mr S Riley
Mrs C H Bannock	Mr R J Knowles	Mrs B H Rix
Mr D Buck	Miss S Lawn	Mr D Roper
Mr P H Carrick	Mrs J Leggett	Mr N C Shaw
Mr S M Clancy	Mr K G Leggett MBE	Mr M D Snowling MBE
Mr S Dunn	Mr I J Mackie	Mrs K A Vincent
Mr J J Emsell	Mrs T M Mancini-Boyle	Mr S A Vincent
Mr G Everett	Mr I N Moncur	Mr D C Ward
Mr J F Fisher	Mr G K Nurden	Mr J M Ward
Mr R R Foulger	Mr F O'Neill	Mr F Whymark
Mr R F Grady	Mr G Peck	
Mr C Harrison	Mr A J Proctor	

ABSTENTIONS – 1 Mr D G Harrison

RESOLVED

to approve

- (1) the amendments to be included in the Budget for 2019/20 (attached at Appendix 2 to the signed copy of these Minutes);
- (2) the discretionary fees and charges (attached at Appendix 3 to the signed copy of these Minutes);

- (3) the capital programme for 2019/20 to 2021/22 (attached at Appendix 4 to the signed copy of these Minutes);
- (4) the provisional Band D Council Tax level for 2019/20 from the options given in Appendix 5 to the signed copy of these Minutes;
- (5) General Reserves draw for 2019 to 2024 (Paragraph 5.2 of the report, attached at Appendix 6 to the signed copy of these Minutes);

and

- (6) the revised Medium-Term Financial Plan for 2019-2024 and the Capital Strategy (attached at Appendices 7 and 8 to the signed copy of these Minutes).

It was also further

RESOLVED

- (7) that it be noted that on 4 December 2018 the Council calculated
 - (a) the Council Tax Base 2018/19 for the whole Council area as 46,065 (Item T in the formula in Section 31B (3) of the Local Government Finance Act, as amended (the “Act”)) and;
 - (b) the dwellings in those parts of its area to which a Parish precept relates as attached at Appendix 9 to the signed copy of these Minutes).
- (8) that the Council Tax requirement for the Council’s own purposes for 2019/20 (excluding Town and Parish Precepts and special expenses) is £5,580,300.
- (9) that the following sums be calculated for the year 2019/20 in accordance with Sections 31 to 36 of the Act.
 - (a) £45,900,200 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act taking into account all precepts issued to it by Town and Parish Councils. This includes the amount that the authority estimates will be transferred in the year from its Collection Fund to its General Fund reserve in accordance with Section 97 (3) of the Local Government Finance Act 1988 (including a Business Rates deficit of £503,100).

- (b) £36,607,600 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act (including a Council Tax surplus of £3,100).
- (c) £9,292,600 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 31A (4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31A (4) of the Act.)
- (d) £201.73 being the amount at 3(c) above (Item R), divided by Item T (2 above), calculated by the authority in accordance with Section 31B (1) of the Act as the basic amount of its Council Tax for the year (including Parish Precepts).
- (e) £3,708,300 being the aggregate amount of all its special items (including Parish precepts) referred to in Section 34(1) of the Act (as attached at Appendices 10 and 11 to the signed copy of these Minutes).
- (f) £121.14 being the amount at 3(d) above less the result given by dividing the amount collected from local taxation at 3(e) above by Item T (2 above), calculated by the council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.

112 LICENSING AND REGULATORY COMMITTEE

The Minutes of the meeting held on 16 January 2019 were received.

Minute no 37 – The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

Council was invited to approve the recommendations.

RESOLVED

to:

- (1) delegate authority to the Head of Housing and Environmental Services to appoint authorised inspectors under the Animal Welfare Act 2006;
- (2) delegate authority to the Head of Housing and Environmental Services to consider appeals against Star Ratings;

- (3) authorise the Head of Democratic Services and Monitoring Officer to make the consequential amendments to the Constitution.

113 PLANNING COMMITTEE

The Decisions from the meetings held on 19 December, 9 January, 23 January and 6 February 2019 were received.

114 AUDIT COMMITTEE

The Minutes from the meeting of the Audit Committee held on 10 January 2018 were received.

115 CYCLE OF MEETINGS 2019/2020

Council considered a report setting out the draft cycle of meetings for 2019/2020. In response to a question, the Leader confirmed that arrangements would be put in place to establish the Portfolio Holder Panels and schedule meetings of the Panels after they had been agreed at the Annual General Meeting. He supported the view that the Place Shaping Panel had a key role in facilitating wide-ranging discussions on strategic planning particularly having regard to the potential for high levels of growth in the area.

RESOLVED

to approve the cycle of meetings for 2019/20 as attached at Appendix 12 to the signed copy of these Minutes.

116 QUESTIONS FROM MEMBERS

It was noted that there had been no questions received from Members.

117 MOTIONS

It was noted that no Motions had been received.

118 CHANGES TO COMMITTEES AND OUTSIDE ORGANISATION APPOINTMENTS

No changes were announced.

The meeting closed at 8:05pm