

Minutes of a meeting of the **Council** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Thursday 1 November 2018** at **7.00pm** when there were present:

Mrs J Leggett – Chairman

Mr A D Adams	Mrs S C Gurney	Mr D Roper
Mrs C H Bannock	Mr R J Knowles	Mr N C Shaw
Mr D Buck	Mr K G Leggett MBE	Mr M D Snowling MBE
Mr P H Carrick	Mr I N Moncur	Mrs K A Vincent
Ms S J Catchpole	Mr G K Nurden	Mr S A Vincent
Mrs J K Copplestone	Mr G Peck	Mr D C Ward
Mr S Dunn	Mr A J Proctor	Mr J M Ward
Mr J J Emsell	Mr S Riley	
Mr R R Foulger	Mrs B H Rix	

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

66 GREATER ANGLIA – NEW TRAINS FOR EAST ANGLIA – PRESENTATION

The Chairman welcomed to the meeting Mr J Denby, Head of Corporate Affairs and Mr P Haynes, Community Partnerships Manager from Greater Anglia. Mr Denby gave an introduction to Greater Anglia, outlining key plans, current performance and improvements, plans for new trains, benefits for customers / communities / Broadland / partnerships and future opportunities.

Greater Anglia had commenced its nine-year contract in October 2016, ending in 2025, covering the existing East Anglia franchise network. A transformational programme of upgrades had begun and it was anticipated that a £3.75 billion premium would be returned to Government over the period of the franchise. New trains were being provided on all routes with a complete fleet replacement providing increased capacity, better performance and service upgrades. Upgrades had taken place in relation to customer services, ticketing and stations with more support for the community rail partnership. There was an increased focus on integrated transport arrangements. Improvements to accessibility were key, as were training, development and apprenticeships.

With regard to current performance, train reliability and refurbishment initiatives had been delivered and intercity trains were currently the most reliable in the UK. Local lines were consistently over 92% punctual (annual average). There had been some challenges with extreme weather this year and extra trains had been provided to give greater resilience and extra capacity for special events. Further reliability initiatives were planned and Network Rail were focused on better infrastructure reliability. Currently 60%-

70% of delays were related to infrastructure issues.

With regard to new trains, 38 regional bi-mode trains (combined electric and diesel) and 10 intercity trains were being provided with the first arriving this month and phased into service from next summer. All would be 3 or 4 carriage trains replacing current 1 and 2 carriage trains to provide greater capacity. New trains would operate on all services on all lines.

The benefits for customers included more reliable and resilient trains, increased numbers of carriages, more seats, increased comfort, air conditioning, fast / free wi-fi, plug points, USB ports, improved access and accessible toilets, increased cycle spaces. The benefits for Broadland would be re-signalling of Great Yarmouth and Lowestoft lines due for completion in April 2019, minor timetable improvements, ticket machines at most stations with a link to live help, more money invested in the Bittern and Wherry Line and a huge opportunity to promote the area. It was hoped that future opportunities would include journey time improvements to London, a new direct Norwich to Stansted service and potential improvements to local line journey times.

Mr Denby then answered a number of questions from Members. He confirmed that the recruitment of drivers and conductors was continuing. There was never any intention not to provide a conductor service on trains and this would be more customer focused on the new improved trains with automatic doors etc. Catering facilities would be available on intercity trains by way of a café bar / buffet service. With regard to driver welfare, support and counselling was available to drivers and conductors who had witnessed suicide attempts.

With regard to punctuality of trains, whilst the Liverpool Street London junction had historically been a bottleneck which contributed to delays, this would improve following the new cross rail service. Other areas, which contributed to current bottlenecks, included Chelmsford / Colchester, signalling South of Colchester, the Stowmarket junction and the swing bridge at Trowse.

A Norwich to Liverpool service would continue following the re-letting of the East Midlands franchise but trains would now travel via Nottingham where passengers would change train for the Liverpool service. It was understood that representations had been received about this change in service, the outcome of which was not yet known.

Mr Denby confirmed that there was currently a commitment to run 4 trains to London per day in under 90 minutes which was the maximum the current infrastructure / service could accommodate. He did not foresee any proposals to develop a train link to the Norwich Airport. With regard to the current franchise and the introduction of new trains, Mr Denby commented on

arrangements for the current and potential future franchise arrangements with regard to leasing of the new trains and payback clauses.

With regard to the issue of delays and cancellations and Network Rail, Mr Denby commented that, whilst some progress had been made over recent years to reduce disruption, there was still scope for improved accountability and incentives / penalties relating to performance.

It was noted that the majority of the new trains had been manufactured in Derby but the bi-mode trains had been commissioned from a Swiss company, as these were not available in the UK at the time the order was placed. A number of adaptations had been put in place following consultations with disability interest groups and all new trains would meet DDA requirements.

With regard to the current franchise, Mr Denby confirmed that this continued to include mechanisms to accommodate peaks and troughs in performance of the franchise to manage risk. One element of this was an assessment of the economic impact of London traffic which had in the past been used to make a predict demand for train journeys. However, with changes in people's working practices, this was no longer a relevant source of data.

The Chairman thanked the officers for attending and for the update and it was agreed for a copy of the presentation to be circulated to all Members.

67 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8

None made.

68 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr S M Clancy, Mr G Everett, Mr J F Fisher, Mr R F Grady, Mrs L H Hemsall, Miss S Lawn, Mrs T M Mancini-Boyle, Mr V B Tapp and Mr F Whymark.

69 MINUTES

The Minutes of the meetings held on 6 September and 4 October 2018 were confirmed as a correct record and signed by the Chairman.

70 ANNOUNCEMENTS

The Chairman drew attention to the impending retirement of the Chief Executive, Mr P Kirby, after 22 years with the Council and this would be his last Council meeting. The Leader of the Council (Mr Vincent) paid tribute to

Mr Kirby for his service to the Council over the last 22 years. Mr Kirby had first joined the Council in 1996 as Director of Development, then becoming Strategic Director of Community Services in 2000 and finally Chief Executive in 2011. During his time with the Council, Mr Kirby had also held a number of other roles, including President of the Planning Officers Society, and had been instrumental in putting Broadland Council on the map. He had also been Returning Officer for a considerable number of elections. On behalf of the Council, the Leader thanked Mr Kirby and wished him a long and happy retirement.

The former Leader of the Council (Mr Proctor) also paid tribute to Mr Kirby who he stated was a consummate professional and was highly respected in local and central government. He congratulated Mr Kirby on his long and successful time with Broadland and on being instrumental in developing Broadland as a forward thinking Council. He commended his role in ensuring the future of the Greater Norwich Development Partnership which had at times been particularly challenging and that he had done this quietly, professionally and with tenacity but with little fuss. During his time as Leader of the Council, Mr Kirby had been an exemplary manager and leader and always given outstanding advice with a natural ability to resolve problems but was also a man of few words. He had been a strong figurehead, leading team Broadland and was well respected by staff and peers. Mr Proctor thanked Mr Kirby for his support and wished him well in his retirement.

A number of other Members also paid tribute to Mr Kirby and his calm, steady hand in leading the Council forward over the years and his willingness to engage with all. He was very approachable, easy to work with and willing to give his time and was well respected by staff. Members wished him a long and happy retirement.

Mr Kirby thanked Members for their kind comments noting that both Mr Adams and Mr Proctor had been serving Members of the Council when he joined. He thanked all Members, past and present, for their support and respect over the years and for the challenges set him. His role had been a very rewarding one and he had an excellent team of staff which had made his job a lot easier. Staff worked together to ensure things were done in the right way, with minimal fuss, to maintain the good reputation of the Council. Following the appointment of the new Joint Managing Director for Broadland and South Norfolk Councils, he was retiring safe in the knowledge that Broadland was well placed to start its new chapter. When asked once what he did for a living, Mr Kirby had responded that he contributed to making life in the community better; he hoped he had achieved this and he thanked Members for their support in making that happen.

The Chairman advised Members of a change to the date of the next Council meeting from 3 January 2018 to 10 January 2018. Members noted the civic engagements undertaken by the Chairman and Vice-Chairman of the Council since the last meeting. The Chairman drew attention to the Battle of Britain

celebration and the Scout AGM which had been particularly enjoyable. She also thanked all the staff involved in the Marriott's Way 10k race and the Community at Heart Awards which had both been extremely successful events. The Vice-Chairman commented that her attendance at the Indian Summer Food Fayre held in Halvergate had been very memorable.

The Portfolio Holder for Housing and Wellbeing (Mr Foulger) reported that a review of mental health services was currently underway to inform the development of a 10-year mental health strategy. A number of consultation meetings would take place throughout the County, the nearest for Broadland being at the Assembly House in Norwich on Monday 19 November 2018 at 6pm.

The Portfolio Holder for Transformation and Organisational Development (Mr Peck) reported on the Joint Lead Members Group meeting held on 30 October 2018 which had been attended by the new Joint Managing Director who had presented his "first 100 days" proposals. A further meeting with him was now being planned.

The Chief Executive informed Council that the Carrowbreck Meadow Housing project had recently received its 17th award, winning the large residential category of the UK Passivhaus Awards 2018.

71 QUESTIONS FROM THE PUBLIC

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

72 PUBLIC SPEAKING

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

73 OVERVIEW AND SCRUTINY COMMITTEE

The Minutes of the meetings held on 11 September, 18 September and 16 October 2018 were received.

74 CABINET REPORTS

The Minutes of the meeting held on 25 September 2018 and the Decisions/Minutes of the meeting held on 23 October 2018 were received.

25 September 2018

Minute no: 40 – Community Grants Programme Review 2017/18

The Leader invited Members to endorse the recommendations from Cabinet regarding the review of the Community Grants Scheme.

RESOLVED:

to

- (1) note the performance of the Community Grants Programme in 2017/18;
- (2) allow the NCF to continue to operate a 'live' Community Grants programme until the current budgets were exhausted (likely to be in 2019/20);
- (3) bid for base budget growth of £23,500 to fund a Members' grants scheme to be implemented from June 2019;
- (4) work in collaboration with South Norfolk Council, subject to (3) above, to provide guidelines and criteria for a Members' grants scheme which would be overseen by the Communications and Engagement Manager.

Minute no: 42 – Houses in Multiple Occupation Licensing

The Portfolio Holder for Communities and Housing invited Members to support to adoption of the standards for licensed houses in multiple occupation to meet its statutory duty.

RESOLVED

to adopt the standards detailed in 'Amenity and facility standards for Licensed Houses in Multiple Occupation' attached at Appendix 1 to the signed copy of these Minutes as part of the Council's House in Multiple Occupancy licensing procedure.

Minute no: 46 – Footway Lighting Provision

The Leader invited Members to endorse the decision taken by Cabinet in relation to responsibility for footway lighting.

RESOLVED

to endorse the decision of Cabinet:

- (1) to agree to serve a Section 98 (5) Highways Act 1980 Notice on the Highways Authority (NCC) by 30 September 2018 with the intention to cease responsibility for lighting provision from 1 April 2019, including any new lighting installed in the future;
- (2) to agree that the decision is not subject to the normal call in period due to the requirement to serve the Notice within the first nine months of the calendar year; and
- (3) if the service of the notice is ineffective, to give approval to extend the current lighting contract for six months to allow for the procurement process.

23 October 2018

Minute no: 54 – Dog Fouling Public Space Protection Order

The Portfolio Holder for Communities and Housing invited Members to support the recommendation regarding the implementation of new legislation regarding dog fouling.

RESOLVED

to agree to the implementation of a Public Space Protection Order, copy attached at Appendix 2 to the signed copy of these Minutes, to control dog fouling across the District, and to authorise the Head of Democratic Services and Monitoring Officer to amend the Constitution to delegate enforcement powers to relevant officers.

75 AUDIT COMMITTEE

The Minutes of the meeting held on 20 September 2018 were received.

Minute no: 17 – Minutes (Minute 10 Risk Register)

The Chairman of the Audit Committee stated that he was keen to see the Council compile a corporate risk register, a move supported by the Internal Audit Manager, instead of the present arrangement whereby risks were identified and recorded on a departmental basis. The matter was being considered again by the Audit Committee at its meeting in January 2019 but, in the meantime, as an interim arrangement, he invited Council to support the

recommendation of the Audit Committee.

RESOLVED

as an interim measure, in the absence of a Risk Register, that the Audit Committee receive an updated Performance Report, on a quarterly basis, in order for Members to effectively monitor risks to the Council.

76 LICENSING AND REGULATORY COMMITTEE

The Minutes of the meeting held on 9 October 2018 were received.

Minute no: 22 – Gambling Act 2005 – Statement of Principles (Policy Statement)

The Chairman of the Licensing and Regulatory Committee stated she wished to record her thanks to the Food, Safety and Licensing Team Manager and his staff on the presentation of a comprehensive review of the Policy. She was disappointed with the low level of response to the consultation. She invited Council to adopt the updated Policy.

RESOLVED

to adopt the updated Gambling Act Statement of Principles (Policy Statement) attached at Appendix 3 to the signed copy of these Minutes, including the table of delegations and, as a consequence, request the Head of Democratic Services and Monitoring Officer to make the relevant changes to the Constitution.

77 PLANNING COMMITTEE

The Decisions from the meetings held on 5 September and 3 October 2018 were received.

78 BROADLAND GROWTH LTD – STRATEGIC PLAN

The Chairman of Broadland Growth Limited (Mr A Proctor) drew attention to the continued success of the Company in delivering on its intentions and that its project at Carrowbreck Meadow had recently received its 17th award, winning the large residential category of the UK Passivhaus Awards 2018. The next project would be in Great Plumstead. He commended the Company's Strategic Plan to the Council.

RESOLVED:

to receive and note the Strategic Plan for Broadland Growth Ltd.

79 JOINT SCRUTINY COMMITTEE

The Portfolio Holder for Transformation and Organisational Development invited Members to approve the appointment of a Joint Scrutiny Committee with South Norfolk Council.

RESOLVED

to

- (1) confirm the terms of reference for the Joint Scrutiny Committee – copy attached at Appendix 4 to the signed copy of these Minutes;
- (2) appoint the following Members to serve on the Committee:
Mr J Emsell, Mr D Harrison, Mr G Nurden, Mrs K Vincent, Mr D Ward and Mr A Adams;
- (3) agree that meetings of the Committee be included as an approved duty in the Members' Allowances Scheme;
- (4) authorise the Head of Democratic Services and Monitoring Officer to make any consequential amendments to the Constitution.

80 QUESTIONS FROM MEMBERS

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

81 MOTIONS

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

82 CHANGES TO COMMITTEES AND OUTSIDE ORGANISATION APPOINTMENTS

No changes were made.

The meeting closed at 8:30pm