

Minutes of a meeting of the **Council** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Thursday 6 September 2018** at **7.00pm** when there were present:

Mrs J Leggett – Chairman

Mr A D Adams	Mr R R Foulger	Mrs B H Rix
Mrs C H Bannock	Mr R J Knowles	Mr D Roper
Mr D Buck	Miss S Lawn	Mr N C Shaw
Mr P H Carrick	Mr K G Leggett MBE	Mr M D Snowling MBE
Ms S J Catchpole	Mr I J Mackie	Mr V B Tapp
Mr S M Clancy	Mr I N Moncur	Mrs K A Vincent
Mrs J K Copplestone	Mr G K Nurden	Mr S A Vincent
Mr S Dunn	Mr G Peck	Mr D C Ward
Mr J J Emsell	Mr A J Proctor	Mr J M Ward
Mr J F Fisher		

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

Also attending was Faye Haywood – Internal Audit Manager.

#### **44 PRESENTATION ON CRIME PROFILE OVERVIEW**

The Chairman welcomed to the meeting Superintendent Harvey, T/Chief Inspector Hornigold and SNT Sergeant Youd who updated Members with an overview of crime in Broadland. The force had witnessed a very busy summer and had been implementing many of the changes reported to Council at their last visit 6 months previous. With regard to constabulary staffing, a total of 10 sergeants and 52 officers were engaged in Response work in Broadland split roughly equally into two areas. Each area was led by an Inspector, a beat manager (Sgt) and included 4 beat managers (PCs) (which included a new beat manager for Brundall / Blofield). Two staff were engaged on the Broads Beat, and a further 6 engaged in the Early Help Hub. A new post of SNT Sergeant had been created and Sgt Youd had been the successful applicant.

With regard to incidents recorded from April to August 2018, these continued at a very similar rate to the previous year. The top 10 incident types, in order, were: suspicious circumstances, domestic abuse, concern for safety, violence and public order, highway disruption, road related incidents, ASB, missing persons, non-injury road collisions and injury collisions. Daily demand for a response was averaging 41 jobs and was growing which could be aligned to the housing growth in the Broadland area. The number of domestic abuse cases was high and was a key priority area. Work was ongoing with the Early Help Hub to make progress with changes to the way this issue was being addressed. Another area of high numbers of incidents was those associated

with roads which put huge demand on resources. There was an apparent drop in ASB across the Country and in Broadland. Burglaries did not feature in the top 10 list of incidents reported and, despite recent press reporting, the Police were continuing to attend all reported burglary incidents.

With regard to current and ongoing projects, large-scale recruitment was continuing which had been challenging in terms of the cultural change, losing long serving members of staff and training new staff with training times having to be reduced. Officers were being issued with tablets and encouraged to avoid returning to the office to complete paper work and instead to complete this on location. This was part of a “park, walk and talk” initiative to enable officers to respond to incidents, talk to the public, park up and update records and then walk around the vicinity to create a presence. Body worn video was proving effective in reducing disruptive behaviour by the public when approached by Police officers wearing the equipment and reducing assaults on officers. Work continued on the Broads Beat to encourage safe use of boats, particularly by stag and hen parties and new staff had been appointed to the Broadland Early Help Hub.

Current challenges included the continued recruitment of new staff, the growth of Norwich, mental health and its impact on policing, access to the 101 service and the impact of drugs on local communities. The 101 service was still being refined and had suffered initially because of software problems. The online reporting facility was also being developed. Following an issue in Taverham when the 101 service / online reporting facilities had not proven particularly effective, measures were being taken to address these. A pilot scheme was being trialed in the Taverham / Drayton area to address a growing concern about low-level drug use and young people.

Forthcoming activity included continued partnership working within the Broadland Early Help Hub, the Moonshot City initiative which involved use of automatic number plate recognition for all vehicles entering the City and work to continue to monitor use of the Broadland Northway. There had been a significant increase in the numbers of collisions associated with the road and its use was being monitored to gain an understanding of the issues and the appropriate means of dealing with these.

The Police representatives then answered questions from Members. They confirmed that recruitment of special constables was continuing with work progressing to ensure best use was made of this valuable resource and that where possible they were allocated to beat managers working in their locality. Broadland benefitted from one of the highest levels of numbers/hours of special constable support.

Concerns were raised by Members about specific cases where there had been a lack of willingness to respond to 101 calls about incidents and the officers undertook to look into these cases. Processes were in place for receiving, prioritising and responding to 101 calls but, having regard to the

volume of calls received, occasionally the process did not deliver and this needed to be investigated.

With regard to anti-social behaviour, and the apparent drop in cases, some Members raised concerns, (particularly in Thorpe St Andrew, Spixworth, and the Taverham / Drayton areas) that there were still a number of incidents of anti-social behaviour occurring. Officers undertook to look into these concerns. There had been a temporary reduced level of beat manager support in Thorpe St Andrew and efforts would be made to provide extra support during this time. A question was raised as to whether the increase in public order offences was related in any way to the drop in ASB offences and it was noted that they were different incidents with public order offences in the main occurring between people known to each other. Superintendent Harvey and T/Chief Inspector Hornigold commented that they regularly reviewed the patterns of incidents being reported to look for any trends or hotspots and aligned resources accordingly. Sgt Youd would also be assisting with this in terms of the reallocation of resources according to demand and any feedback on areas of concern was useful. Officers confirmed that SNAPs would continue to be supported and that beat managers would be in contact with parish / town councils. They undertook to ensure that Thorpe St Andrew received a visit in view of the temporary unavailability of the current beat manager.

With regard to the pressure on the Police arising from growth in the district, it was noted that much of the growth in demand on Police time was in relation to familial or social media related incidents. There was little or no increases in older, more traditional crimes including robbery, ABH, GBH, burglary, motor thefts etc.

The Chairman thanked the officers for attending and for the update and asked for the email address of Sgt Youd to be circulated to all Members.

**45     DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8**

None made.

**46     APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr G Everett, Mr R F Grady, Mrs S C Gurney, Mrs L H Hemsall, Miss J R Keeler, Mrs T M Mancini-Boyle, Mr A M Mallett, Mr V Ray-Mortlock, Mr S Riley, Mr F Whymark and Mr D B Willmott.

**47 MINUTES**

The Minutes of the meeting held on 12 July 2018 were confirmed as a correct record and signed by the Chairman.

**48 ANNOUNCEMENTS**

Members noted the civic engagements undertaken by the Chairman and Vice-Chairman of the Council since the last meeting. The Chairman commented that attending the East Coast Truckers 33<sup>rd</sup> Children's Convoy and the Scouts / Guides Norfolk International Jamboree had been particularly enjoyable. She reminded Members that nominations were being invited for this year's Broadland Community at Heart Awards to reward those in the district going beyond what was expected of them to improve the lives of those around them. Nominations close at 9am on 24 September and the awards ceremony would be held on Tuesday 30 October 2018, where the winners would be revealed.

Referring to the launch of the Heritage Open Days 2018, the Vice Chairman encouraged Members to visit the website <https://www.heritageopendays.org.uk/about> to find out more about the celebrations and to take the opportunity to visit the venues over the two weekends, 6-9 and 13-16 September, many of which would not normally be open to the public.

The Portfolio Holder for Environmental Excellence (Mr Fisher) reported that the millionth tonne of recycling had now been processed at the Materials Recycling Facility at Costessey. He also reported that the first zero omission taxi was now operating in the district, powered totally by electricity from sustainable, green sources.

The Portfolio Holder for Housing and Wellbeing (Mr Foulger) reported that Highway England would be consulting on its latest proposals for the A47 Blofield to North Burlingham road from 10 September to 19 October 2018 and there was continued calls for an early start to the project.

**49 QUESTIONS FROM THE PUBLIC**

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

**50 PUBLIC SPEAKING**

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

**51 OVERVIEW AND SCRUTINY COMMITTEE**

The Minutes of the meetings held on 17 July, 24 July and 21 August 2018 were received. Council noted the range of topics considered by the Committee.

**52 CABINET REPORTS**

The Minutes of the meeting held on 31 July 2018 and the Decisions/Minutes of the meeting held on 28 August 2018 were received.

*28 August 2018*

**Update to Local Development Scheme**

The Portfolio Holder for Planning (Mr Moncur) invited Members to endorse the updated Scheme.

**RESOLVED:**

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

**A Case for Change – Business Case for Changing the Governance of Norfolk Fire and Rescue Service**

The Leader of the Council (Mr Vincent) invited Members to consider the recommendation from Cabinet regarding the Council's response to the proposal by the Police and Crime Commissioner for the adoption of a new governance model for the Norfolk Fire and Rescue Service. A member of the opposition party stated that he was supportive of the views put forward by Cabinet and felt that there was a strong case for the retention of the current arrangements for governance of the Norfolk Fire and Rescue Service. The Service currently operated with one of the lowest costs per head of population and was one of the highest performing and there was no case for changing the current arrangements. On being put to the vote, it was unanimously

**RESOLVED**

to submit a negative response 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.

**53 AUDIT COMMITTEE**

The Minutes of the meeting held on 26 July 2018 were received.

Members received a presentation from the Internal Audit Manager on the work of the Audit Committee.

Audit Committees were about the governance, financial reporting and performance of the whole authority. CIPFA stated that “the role of the audit committee was to provide independent assurance that key controls were in place to mitigate key risks and to provide assurance that the authority, including the scrutiny function, was operating effectively.” The Audit Committee was responsible for

- Internal Audit
- External Audit
- Statement of Accounts
- Annual Governance Statement
- Financial Policy
- Risk Management
- Fraud

The Chairman thanked the Internal Audit Manager for the presentation.

**54 LICENSING AND REGULATORY COMMITTEE**

The Minutes of meetings held on 25 July and 8 August 2018 were received.

**55 PLANNING COMMITTEE**

The Decisions from the meeting held on 1 August 2018 were received.

**56 STANDARDS COMMITTEE – CO-OPTED PARISH AND TOWN COUNCIL REPRESENTATIVES**

The Chairman of the Standards Committee invited Council to endorse the appointment of the new co-opted members of the Committee.

**RESOLVED:**

to note and endorse the appointment of Ruth Goodall of Weston Longville Parish Council and Nigel Brennan of Upton with Fishley Parish Council as the new co-opted members of the Standards Committee.

**57 QUESTIONS FROM MEMBERS**

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

**58 MOTIONS**

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

**59 CHANGES TO COMMITTEES AND OUTSIDE ORGANISATION APPOINTMENTS**

The following changes were noted and endorsed:

- Mrs L Hempsall – appointed to the Planning Committee
- Mr N C Shaw to replace Mr R F Grady on the Licensing and Regulatory Committee

**60 CHANGES TO THE CURRENT EXECUTIVE ARRANGEMENTS AND THE CONSTITUTION**

The Leader reported that he had, in accordance with Part Three 15.9 of the Constitution, advised the Head of Democratic Services and Monitoring Officer of his decision to make the following changes to the current Executive arrangements:

The title of the Transformation Portfolio had been amended to Transformation and Organisational Development, which had involved the transfer of a number of responsibilities from the Policy Portfolio. The title of the Communities and Housing Portfolio had been amended to Housing and Wellbeing.

As a result, the Head of Democratic Services and Monitoring Officer had exercised his delegated authority under Part Three (14) of the Constitution, to make consequential amendments to the Constitution to reflect the changes.

**RESOLVED:**

to note and endorse the Leader's decisions and the resultant action taken by the Head of Democratic Services and Monitoring Officer in making consequential amendments to the Constitution.

*The meeting closed at 8:10pm*