

## Agenda

### CABINET

#### Members of the Cabinet

#### Portfolio

#### Date

Monday 7 January 2019

John Fuller  
(Chairman)

The Economy and  
External Affairs

Mr M Edney (Vice  
Chairman)

Growth and  
Resources

#### Time

9.00 am

Mrs Y Bendle

Housing, Wellbeing,  
Leisure and Early  
Intervention

#### Place

Mr K Kiddie

Stronger  
Communities

Colman and Cavell Rooms  
South Norfolk House  
Cygnets Court  
Long Stratton Norwich

Mrs K Mason Billig

Shared Services,  
Waste and Recycling

NR15 2XE

Mrs L Neal

Regulation and Public  
Safety

#### Group Meetings

#### Contact

Conservatives:  
Cabinet Office

8.00 am

Claire White tel (01508) 533669

Liberal Democrats:  
Blomefield Room

8.15am

South Norfolk District Council  
Cygnets Court  
Long Stratton Norwich  
NR15 2XE

Email: [democracy@s-norfolk.gov.uk](mailto:democracy@s-norfolk.gov.uk)  
Website: [www.south-norfolk.gov.uk](http://www.south-norfolk.gov.uk)

**This meeting may be filmed, recorded or photographed by the public; however anyone who wishes to do so must inform the Chairman and ensure it is done in a non-disruptive and public manner. Please review the Council's guidance on filming and recording meetings available in the meeting room.**

**If you have any special requirements in order to attend this meeting,  
please let us know in advance**

**Large print version can be made available**

# Agenda

1. To report apologies for absence;
2. Any items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B(4)(b) of the Local Government Act, 1972. Urgent business may only be taken if, "by reason of special circumstances" (which will be recorded in the minutes), the Chairman of the meeting is of the opinion that the item should be considered as a matter of urgency;
3. To Receive Declarations of Interest from Members (please see guidance – page 3)
4. To confirm the minutes of the meeting of Cabinet held on Monday 10 December 2018 (attached – page 5)
5. Impact of Local Government Finance Settlement on the Medium Term Financial Strategy (report attached – page 13)
6. Greater Norwich Joint Five-Year Infrastructure Investment Plan 2019/20 - 2020/24 and the Annual Growth Programme 2019/20 (report attached – page 17)
7. Supporting Independence – Disabled Facility Grants (report attached – page 47)
8. 2019-20 Council Tax Support Scheme (report attached – page 61)
9. Cabinet Core Agenda (report attached – page 64)



## DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.

Does the interest directly:

1. affect yours, or your spouse / partner's financial position?
2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?
3. Relate to a contract you, or your spouse / partner have with the Council
4. Affect land you or your spouse / partner own
5. Affect a company that you or your partner own, or have a shareholding in

If the answer is "yes" to any of the above, it is likely to be pecuniary.

Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.

Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?

If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

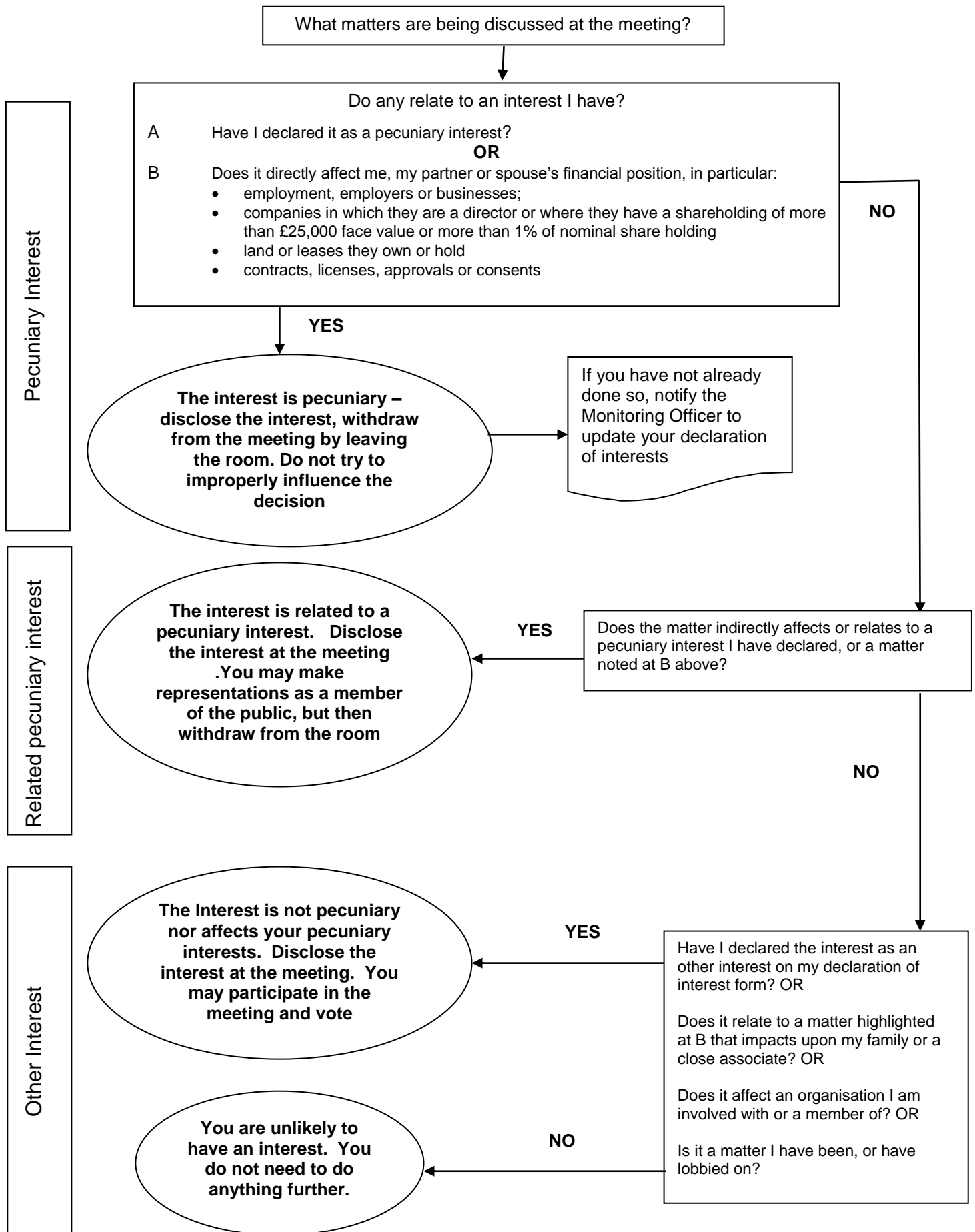
Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest, but may participate in discussion and voting on the item.

Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.**

**PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST INSTANCE**

# DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF





## **CABINET**

**Minutes of a meeting of the Cabinet of South Norfolk District Council held at South Norfolk House, Long Stratton on Monday 10 December 2018 at 9.00am.**

### **Members Present:**

**Cabinet:** Councillors: J Fuller (Chairman), Y Bendle, K Kiddie and L Neal

**Apologies:** Councillors: M Edney and K Mason Billig

**Non-Appointed** Councillors: M Gray, T Lewis and G Minshull

**Officers in Attendance:** The Chief Executive (S Dinneen), the Director of Communities and Wellbeing (J Sutterby), the Director of Growth and Business Development (D Lorimer), the Head of Business Transformation (H Ralph), the Head of Early Help (M Pursehouse), the Head of Health and Leisure Services (S Goddard), the Commercial Property Manager (D Seaton), the Communities Manager (K Gallagher), the Early Help Hub Manager (L Pickering), the Operational Economic Development Manager (D Disney), the Policy and Transformation Officer (S Carey) and the Senior Governance Officer (E Goddard)

### **2677 MINUTES**

The minutes of the meeting of the Cabinet held on 5 November 2018 were confirmed as a correct record and signed by the Chairman.

### **2678 CONSERVATION AREA APPRAISALS AND BOUNDARY AMENDMENTS FOR BRAMERTON, BROCKDISH, SAXLINGHAM GREEN, SAXLINGHAM NETHERGATE AND SHOTESHAM CONSERVATION AREAS**

Members considered the report of the Senior Conservation and Design Officer, which proposed amended conservation area boundaries, appraisals and management guidelines for Bramerton, Brockdish, Saxlingham Green, Saxlingham Nethergate and Shotesham conservation areas.

Cllr L Neal commended the report to members, explaining that officers had worked with the relevant parish councils, and had taken in to account all comments received as part of the consultation process.

The Senior Conservation and Design Officer presented his report, drawing members' attention to all the proposed changes.

Cabinet was advised that, with regard to the recommendations for Shotesham, Saxlingham Nethergate Parish Council had recently requested a deferral, due to the proposals to omit land around Smockmill Common. However, officers were satisfied that the current proposals were sufficient to ensure that the main areas of historic value in Shotesham, remained within the conservation area.

Members agreed with the proposals, however suggested that a number of small amendments were required to the Appraisals and Management Guidelines to correct minor typographical errors and formatting.

It was

**RESOLVED: TO RECOMMEND THAT COUNCIL:**

- 1) Approves and adopts the amended conservation area boundaries for Bramerton, Brockdish, Saxlingham Green, Saxlingham Nethergate and Shotesham Conservation Areas.
- 2) Approves and adopts the conservation area appraisals and conservation management guidelines for the conservation areas of Bramerton, Brockdish, Saxlingham Green, Saxlingham Nethergate and Shotesham, subject to minor amendments.

**The Reason for the Decision**

To support the preservation and enhancement of conservation areas.

**Other Options Considered**

None

**2679 MEMBER-LED FUNDING**

Members considered the report of the Communities Manager, which informed Cabinet of proposed amendments to the current member-led funding schemes.

Cllr K Kiddie, introduced the report, explaining that the current schemes had been in place for a number of years, and had been successful in funding many worthwhile projects. He advised members that the Scrutiny Committee had reviewed the schemes at its meeting on 21 November, and members' attention was drawn to its recommendations, detailed at paragraph 2.3 of the report.

The Communities Manager explained that the current schemes had worked well, but that change was required to provide more focus on the Council's priorities, with good governance and maximum benefit to residents. The proposed changes provided a review of the ground rules, an introduction of restrictions of funding to

town and parish councils, the proper utilisation of funding, and the provision of more support for members from the Communities Team.

Members noted that there had been some issues with underspends on the member ward budget, and with the Community Action Fund (CAF) being consistently over-subscribed, officers had originally proposed that the member ward fund allocation be reduced from £1000, to £500, with the remaining funds being re-allocated to the CAF. However, this proposal had been unanimously rejected by the Scrutiny Committee, and officers had since decided to withdraw that recommendation.

Attention was then drawn to the recommendation from the Scrutiny Committee, that any underspends less than £10,000, be rolled over in to the next financial year. The Communities Manager explained that this was against current Council policy, whereby at the end of the financial year, all underspends would be absorbed as a saving. Cabinet agreed that the current policy should stand, with underspends of over £10,000 being re-allocated to the CAF budget. In response to a query, the Communities Manager confirmed that applications that had not proved successful at the first meeting of the CAF, might be eligible for reconsideration at any second meeting, if the application had met the required criteria.

Cabinet welcomed the proposals, in particular the revised ground rules, and the improved governance arrangements. In response to a request from the Chairman, officers agreed to amend the ground rules further, to provide clarification regarding the pooling of funding, and where members wished to fund projects outside of their own wards.

It was then

**RESOLVED: To**

1. Approve the revisions to the current member ward funding scheme as outlined in paragraph 4.1 of the report, subject to further clarification within the ground rules regarding members who wish to fund projects outside of their own wards;
2. Continue with the current policy, that any underspend is transferred to the Community Action Fund budget, but if less than £10,000, this is absorbed as a saving at the end of the year.

**The Reason for the Decision**

To ensure good governance, that the projects funded are in line with the Council's priorities, and that there is maximum benefit to residents.

**Other Options Considered**

That underspends be rolled over to the member ward budget the following year.

## **2680 SOUTH NORFOLK EARLY HELP APPROACH**

Members considered the report of the Head of Early Help, which sought to review the South Norfolk early help approach, and to look at the future of early help within the District.

Cllr Y Bendle commended the report to members, explaining that the early help provision had been in place for some time and had worked well, but needed to continue to evolve to ensure that it remained efficient and focussed on areas which had the greatest impact on residents. She advised members that evaluating the outcomes of the early help approach was difficult, but officers were finding ways of measuring outcomes, and she drew attention to the comparative data (para 3.14), which demonstrated how the early help preventative approach was keeping homelessness low.

The Head of Early Help provided an overview of the service, explaining that through partnership working and coordination of support, a holistic approach to the early help provision had been achieved. He drew attention to the future challenges facing the service and the projects proposed for 2019.

Members noted how the early help provision was funded, and the additional resource that had been brought in to the District to support early help. The Communities Manager explained that the Council made an additional contribution of £120,766 to fund non-statutory early help (not £164,535 as indicated in paragraph 3.7 of the report).

Turning to savings and outcomes, the Head of Early Help explained that due to the early help preventative approach, the demand on statutory housing functions was lower than in other districts. Members noted that the Council averaged 90 people less per year in temporary accommodation, when compared with figures in other Norfolk authorities. This equated to a £148,132 saving in monetary terms.

During discussion, members queried whether there was scope to extend the opening hours of the service, and the Head of Early Help explained that some services were already provided on a Saturday, but that the possibility of extending this further would be explored. In response to a query regarding the recent report by the Care Quality Commission concerning the failings of the Norfolk and Suffolk Mental Health Trust, the Chief Executive confirmed that the Trust was a supportive partner of the Hub, however was currently focussed on its own priorities. She stressed that the new Chief Executive for the Trust was very supportive of the preventative approach, so she was hopeful that there would be a shift in focus. The Director of Communities and Wellbeing added that the Hub tended to deal with more lower level mental health issues, and therefore the failings of the Trust had little impact.

The Chairman welcomed the data on statutory housing functions and homelessness but felt that more evidence of measurable outcomes and savings needed to be found, and that this should be fed in to the budget report in February. The Chief Executive explained that the Council was currently using the nationally recognised "Manchester Model", to measure outcomes, and that the Local

Government Association (LGA) was currently undertaking some work in this area and would be using the work of the early help hub in its case studies.

It was

**RESOLVED:** To:

1. Endorse the Early Help approach in the five-year medium term forward plan.
2. Endorse the projects proposed to take forward in 2019.
3. Provide more evidence of measurable budget savings, to feed in to the budget setting report in February.

### **The Reason for the Decision**

To continue to deliver services and influence partners to offer the support needed to all residents.

### **Other Options Considered**

To scale back on the Council's discretionary contribution.

## **2681 USER TARIFFS FOR ELECTRIC VEHICLE CHARGING POINTS**

Members considered the report of the Operational Economic Development Manager which proposed user tariffs for the network of Council Electric Vehicle Charging Points, in South Norfolk.

Following a brief introduction from the portfolio holder, Cllr L Neal, the Operational Economic Development Manager, presented his report, explaining that the proposed system would allow dual tariffs to suit daytime shopper and visitor use and also a lower night time rate for local residents and permit holders.

Members noted that the tariffs and conditions would be clearly communicated to users with appropriate painted bay colours and clear signage. With regard to future maintenance, it was proposed that a reserve be created from any initial surplus realised from the service, during the three-year contract phase.

The Chairman reminded members that a bid had been submitted to the Office for Low Emission Vehicles (OLEV), for grant funding for up to 75% of the total of the £67,852 cost. In response to a query, the Operational Economic Development Manager informed members that charging points would also be made available in the Council's Leisure Centre car parks.

It was then

**RESOLVED:** To:

1. Approve the tariffs and charges as set out in the report;
2. Delegate the decision on the final wording of the signage to the Director of Growth and Business Development.
3. Approve the setting up of a reserve for future maintenance of the network.

**The Reason for the Decision**

To encourage the use and purchase of Electric Vehicles, and to introduce a tariff that allows for a cost neutral service.

**Other Options Considered**

Different tariff rates as detailed in the report.

**2682 SOUTH NORFOLK RESPONSE TO NORFOLK COUNTY COUNCIL BUDGET CONSULTATION 2019/2020**

Members considered the report of the Policy and Transformation Officer, which summarised the main proposals in Norfolk County Council's budget consultation for 2019/20, and presented Cabinet with a proposed response.

The Policy and Transformation Officer presented her report, outlining the salient points of the consultation and the key areas of the proposed response.

During discussion, the Chairman suggested that the response should emphasise further the point regarding prevention work and how this had helped to reduce the demand on adult social care and primary health services. Officers agreed that examples of average savings made could be included.

In response to a query regarding the proposed reduction in Children's Centres, the Policy and Transformation Officer explained that this had been subject to a separate consultation from Norfolk County Council.

**RESOLVED:**

1. To note the letter from the Leader of South Norfolk Council to the Leader of Norfolk County Council, as outlined at Appendix A of the report.
2. That the letter emphasises further the point regarding prevention, to include examples of average savings made.

**The Reason for the Decision**

To continue to support collaborative working with Norfolk County Council to deliver on key savings.

## **Other Options Considered**

Not to submit a response

### **2683 2019-20 COUNCIL TAX SUPPORT SCHEME**

Members noted that the report regarding the 2019/20 Council Tax Support Scheme is deferred to the February meeting of the Cabinet, to allow for the necessary period of consultation to end, and to tie in with the report concerning council tax discounts for care leavers.

### **2684 CABINET CORE AGENDA**

Members noted the latest version of the Cabinet Core Agenda.

### **2685 EXCLUSION OF THE PUBLIC AND PRESS**

It was

**RESOLVED:** To exclude the public and press from the meeting under Section 100A of the Local Government Act 1972 for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act (as amended)

### **2686 LEISURE PRICING PROPOSALS FOR FUTURE DELIVERY**

Members considered the *exempt* report of the Head of Health and Leisure Services, which proposed a new pricing structure for the Council's leisure provision.

The Head of Health and Leisure Services presented his report, explaining that a review of the pricing structure was required to ensure that prices remained relevant, competitive and commercially viable.

Members noted that a review of the local leisure market had taken place, and officers believed that the proposals would ensure continued parity, consistency and fairness, whilst assisting with the ongoing reduction of the Leisure Service subsidy.

Cabinet agreed with the proposals but suggested that further incentives be added to encourage casual users to buy multiple activity sessions.

It was

**RESOLVED:** To agree to implement the proposed pricing structure for core prices as outlined in paragraph 4.1 and appendix 2 of the report, with the addition of further incentives to encourage regular casual users to buy multiple activity sessions.

**The Reason for the Decision**

To ensure that the service remains relevant, competitive and commercially viable.

**Other Options Considered**

No change to prices or a phased increase.

**2687 PROPOSED SALE OF COMMERCIAL PROPERTY**

Members considered the *exempt* report of the Commercial Property Manager, which sought Cabinet approval for the sale of a Council owned commercial property.

The Commercial Property Manager outlined the key points, and updated Cabinet on the issues that had arisen since writing the report.

After brief discussion, it was

**RESOLVED:** To agree to the sale of the property, as outlined in the report, the final terms to be delegated to the Chief Executive, in consultation with the portfolio holder for Growth and Resources.

**The Reason for the Decision**

To assist a successful local business to grow, whilst making a capital gain for the Council.

**Other Options Considered**

Not to sell, and to let the property short-term.

(The meeting concluded at 10:25 am)

---

Chairman

## **Impact of the Local Government Finance Settlement on the Medium Term Financial Strategy**

<b>Report Author(s):</b>	Matthew Fernandez-Graham, Accountancy Manager, 01508 533982, mgraham@s-norfolk.gov.uk
<b>Portfolio:</b>	Growth and Resources
<b>Ward(s) Affected:</b>	All
<b>Purpose of the Report:</b>	To highlight the impact on the Council of the Provisional Local Government Finance Settlement which was announced on 13 <sup>th</sup> December 2018.

### **Recommendations:**

1. To agree that the one-off financial benefit from participation in the Business Rates Pilot should be added to general reserves in 2019/20.
2. To note the report and the impact on the Medium Term Financial Strategy.

## 1. SUMMARY

- 1.1 The provisional Local Government Finance Settlement was announced on 13<sup>th</sup> December 2018. This report highlights the positive impact of the settlement on the Council. Compared to the Medium Term Financial Strategy (MTFS) approved by Cabinet in February 2018, the Council is £1.25 million better off as a result of a combination of the settlement and a strong performance on new homes built, increasing the New Homes Bonus.

## 2. FINANCIAL IMPACT OF THE SETTLEMENT

- 2.1 The table below demonstrates the impact of the settlement announcements on the Council, comparing the settlement figures for 2019/20 with those assumed in the MTFS approved by Cabinet on 5<sup>th</sup> February 2018. In all but one case, the settlement has resulted in an improved position. The details are described in the next section.

	<b>MTFS February 2018</b>	<b>Provisional Settlement December 2018</b>	<b>Increase/ (Decrease)</b>
	<b>2019/20</b>	<b>2019/20</b>	<b>2019/20</b>
New Homes Bonus including affordable homes	£3,286,956	£3,941,383	£654,427
Rural Services Delivery Grant	£228,867	£285,203	£56,336
Revenue Support Grant	(£47,000)	£0	£47,000
Business Rates Baseline	£3,069,000	£3,071,400	£2,400
Homelessness Prevention Funding	£193,000	£0	(£193,000)
Distribution of national levy surplus	£0	£46,976	£46,976
Estimated benefit from 75% Business Rates Pilot	£0	£636,000	£636,000
<b>Total</b>	<b>£6,730,823</b>	<b>£7,980,962</b>	<b>£1,250,139</b>

## 3. CURRENT POSITION

- 3.1 The settlement announced provisional funding in a number of key areas that affect the Council. The Council had made representations on these issues, both jointly with Broadland District Council and through its work with the District Councils' Network, and it is therefore pleasing to note that there has been a positive response from Central Government.

### **New Homes Bonus**

- 3.2 The baseline of homes built before New Homes Bonus is applied was maintained at 0.4% of total stock. This means that the first 225 new homes built do not attract NHB. The Council has delivered a near record total number of 1,145 new homes including a record number of 290 affordable homes attracting the affordable homes premium. As a result of the Council's

strong performance, this means that the New Homes Bonus will be £103k higher in 2019/20 than in 2018/19.

### **Rural Services Delivery Grant**

- 3.3 The government has provided additional funding to maintain this at the 2018/19 level, rather than it being reduced back to the 2017/18 amount as had been assumed.

### **Revenue Support Grant (RSG)**

- 3.4 The government has provided additional funding to remove the issue of “Negative Revenue Support Grant” where, rather than just receiving no Revenue Support Grant, the Council would actually have had to make a payment of £47,000 back to Central Government in 2019/20.

### **3.5 Homelessness Prevention Funding**

The Council had funded partly funded homelessness work through a top-slice from Revenue Support Grant, based on an amount indicated in the settlement each year. Now that the Council is receiving zero RSG, MHCLG have clarified that the amount shown within the Council’s Core Spending Power for Homelessness Prevention for 2019/20 is purely illustrative and there will be no separate funding allocation. This means that the Council will need to fund more of its homelessness work from its own income.

### **Business Rates**

- 3.6 All Norfolk District Councils along with Norfolk County Council submitted a joint application to pilot 75% business rate retention in 2019/20, prior to the national roll out in 2020/21. This means that Councils will retain an additional 25% of business rate growth locally compared to the current 50% retention scheme. It was announced that the bid has been successful.
- 3.7 The one-off benefit from the additional retention of growth locally is estimated to be £7.758 million for Norfolk as a whole in 2019/20. The actual figure will depend on how much business rates grow during 2019/20. South Norfolk Council’s share of this figure is estimated to be £636,000. Given that these are estimated figures and that this is a one-off bonus from a one-year pilot, it is recommended that the financial benefit from the pilot is added to general reserves in 2019/20 and budgets set on this basis.
- 3.8 The Business Rates Baseline, which determines how much Councils receive before growth, increased slightly in the settlement. As part of the 75% pilot, the Rural Services Delivery Grant will be rolled into the baseline, which ensures that the benefit of it is not lost.
- 3.9 The national levy that Councils pay centrally as part of the Business Rate Retention scheme is in surplus by £195m for 2018/19. £180m of this will be distributed to all Councils, which is a one-off bonus for 2019/20.

## **4 ISSUES AND RISKS**

- 4.1 **Resource Implications** – the positive result from the settlement helps to mitigate some of the financial risks that the Council faces. However, beyond 2019/20 there remains considerable uncertainty about funding, including the future of the New Homes Bonus. Two consultations relating to funding from 2020/21 onwards were issued alongside the settlement, one on Business Rates Retention and the other on Fair Funding. The Council will be responding to both of these consultations.

## **5 CONCLUSION**

- 5.1 The Council has benefited from the provisional settlement announcement. Some of these gains are for one year only and should not be factored into the Council's base budget. An updated Medium Term Financial Strategy will be brought to Cabinet in February, incorporating the settlement, but also the impact of the Council's own £1 million budget challenge and the Business Planning process.

## **6 RECOMMENDATIONS**

- 6.1 Cabinet is recommended to agree:
- 6.2 That the one-off financial benefit from participation in the Business Rates Pilot should be added to general reserves in 2019/20.
- 6.3 To note the report and the impact on the Medium Term Financial Strategy.

**Greater Norwich Joint 5-Year Infrastructure Investment Plan  
2019/20 – 2023/24 and the Annual Growth Programme 2019/20**

**Report Author(s):** Phil Courtier, Interim Joint Head of Planning

**Portfolio:** The Economy and External Affairs

**Ward(s) Affected:** All

**Purpose of the Report:** To agree the Greater Norwich Joint 5-Year Infrastructure Investment Plan (5YIIP) for the period 2019/20 to 2023/24, including the Annual Growth Programme (AGP) for 2019/20.

**Recommendations:**

Cabinet recommend that Council endorses the Greater Norwich Joint 5-Year Infrastructure Investment Plan (5YIIP) for 2019/20 to 2023/24 and agrees the Annual Growth Programme (AGP) for 2019/20, for consideration at the next meeting of the Greater Norwich Growth Board (GNGB).

## **1. SUMMARY**

- 1.1 The latest Greater Norwich 5 Year Infrastructure Investment Plan (5YIIP) has been considered by the 27 November meeting of the Greater Norwich Growth Board (GNGB). This follows an update of the wider Greater Norwich Infrastructure Plan (GNIP). The 5YIIP will be considered by the constituent Greater Norwich authorities during January, before returning to the 4 February 2019 meeting of the GNGB to be agreed. The 5YIIP incorporates the Annual Growth Programme (AGP) for 2019/20; the report notes the freeze on new projects for 2019/20 and the agreement to reallocate, if necessary, the existing cash reserve to support previously agreed AGP projects.

## **2. BACKGROUND**

- 2.1 In 2014 Broadland District, Norwich City and South Norfolk Council's agreed to pool receipts from Community Infrastructure Levy (CIL), excluding the neighbourhood and administrative funding elements, to create an Infrastructure Investment Fund (IIF). The IIF supports strategic infrastructure, as part of the greater Norwich Growth Board (GNGB) Joint Working Agreement. This key infrastructure is required to ensure the proper delivery of the planned level and distribution of growth set out in the Joint Core Strategy (JCS).
- 2.2 The GNGB agreed at its meeting on 24 March 2016 to produce a joint 5-Year Infrastructure Investment Plan (5YIIP) to help to provide a longer term, more strategic context for infrastructure decision making, which is updated annually. The first year of each 5YIIP sets out the projects that form the Annual Growth Programme (AGP) and agreement of the AGP commits IIF funding to these projects. The 5YIIP sits within the overall programme of infrastructure to delivery to support the JSC, which is contained in the Greater Norwich Infrastructure Plan (GNIP)

## **3. CURRENT POSITION**

- 3.1 The 5YIIP at Appendix 1 incorporates the updated position on infrastructure delivery, includes revised CIL income projections (Table 1), provides updates on projects accepted within previous AGPs (Appendix C) and outlines planned preparatory work for infrastructure schemes for future years. Prior to the preparation of this 5YIP, the Greater Norwich Infrastructure Plan (GNIP) was updated, weblink included at Appendix 2. The GNIP identifies infrastructure priorities to the end of the current Joint Core Strategy (2026) and details the progress of infrastructure delivery across the Greater Norwich area.
- 3.2 One of the key issues addressed in the 5YIIP is the current shortfall in pooled CIL. Estimates for the total forecasted amount of CIL collected over the plan period have reduced from previous years. This is in part due to the changes in Government policy which have increased the categories of development which are exempt from paying CIL but also due to the complex nature of CIL receipting making forecasts incredibly difficult to calculate. In addition, CIL income has been less than forecasted each year since 2014. In order to safeguard the commitments made to all projects within previously agreed AGPs the GNGB made the following decision on 25th June 2018:

*‘To temporarily suspend the inclusion of any new projects in future 5 Year Investment Plans and Annual Growth Programmes. New projects which require urgent or time limited funding will still be able to submit proformas however these will be reviewed independently’*

#### **4. PROPOSED ACTION**

- 4.1 Following the re-evaluation of the CIL income and the decision of the June GNGB meeting to suspend the inclusion of new projects, the following is proposed for the 2019/20 AGP:
- a) Approximately £1.5million of projects allocated funding in previous AGPs will continue to be delivered in 2019/20;
  - b) It is proposed that that Education receive £2million to support the development of their capital programme, but there are no new projects from within the themes of Green Infrastructure, Transport or Communities included within the 2019/20 AGP;
  - c) Projects which were previously programmed to be delivered in 2019/20 have either sourced funding elsewhere, have agreed to re-programme their delivery until funding is available, or have been closed and are no longer a priority.
- 4.2 The 2016/17 AGP agreed to borrow £50m at Public Works Loan Board (PWLb) project rate to support the delivery of both the Broadland Northway and the Long Stratton Bypass. It was agreed that a cash reserve equal to one annual repayment of this loan be built up over 3 years, 2017/18 to 2019/20, to safeguard repayment.
- 4.3 As noted above, CIL receipts have been lower than forecast since the creation of the IIF in 2014. As a result, there is now a forecast over commitment of funding in the Growth Programme for 2019/20 (See Appendix 1, Table 1). If an overspend occurs and the IIF falls into deficit, the fund would be charged interest on the amount. However, it is expected that through careful programme management the Greater Norwich Project Team will be able to prevent this from happening. This potential interest charge has therefore not been included within the financial framework.
- 4.4 The Infrastructure Delivery Board (the senior officer group which supports the GNGB) along with each partner’s Section 151 officer have recommended that the accrued cash reserve should be reallocated back into the IIF, whilst a new £2m cash reserve is planned to be built over the subsequent 4 years of this Plan (2020/21 to 2023/24).
- 4.5 At the GNGB meeting on 27 November it was noted that (a) a review of CIL for Greater Norwich was still to be undertaken; and (b) a report from Norwich City Council would be made to the February GNGB meeting concerning the implications of their CIL exemption proposals.

## 5 OTHER OPTIONS

- 5.1 Cabinet could decide not to endorse the 5YIIP and AGP, however this could have serious implications for the delivery of infrastructure in the 5YIIP and AGP which are identified as requiring pooled CIL.

## 6 ISSUES AND RISKS

- 6.1 **Resource Implications** – The programme will be managed within existing resources and will require continued support for the Greater Norwich Projects Team. Resources for specific project delivery will be the responsibility for the project promoter.
- 6.2 **Legal Implications** – The pooling arrangements and the designation of an Accountable Body are set out in the GNGB Joint Working Agreement and the further agreement formalising the commitment to pool CIL income across the Greater Norwich area, signed on 21 October 2015.
- 6.3 **Equality Implications** – No specific issues arising from the funding of the Growth Programme, individual projects will be assessed as necessary, with many offering positive benefits.
- 6.4 **Environmental Impact** – Whilst the delivery of some of the projects in the 5YIIP and AGP will have environmental impacts, many of these will be positive, creating new green infrastructure, promoting sustainable transport options and enhancing environmental quality. Some of the identified infrastructure either already has, or will require, planning permission, a key consideration in the granting of which will be the environmental impacts (positive and/or negative) of the schemes.
- 6.5 **Crime and Disorder**- No specific issues arising from the funding of the Growth Programme.
- 6.6 **Risks** – The most significant risks are project cost and delivery risks. These remain with the specific project promoters. There is a risk that CIL income will not cover all commitments made within the agreed programme. The GNGB have mitigated these risks by instructing officers to review and amend CIL forecasting methods whilst also planning the establishment of a new cash reserve over the period 2020/21 to 2023/24.

## 7 CONCLUSION

- 7.1 Cabinet is asked to recommend that Council endorses the Greater Norwich 5-Year Infrastructure Investment Plan (5YIIP) for 2019/20 to 2023/24, which incorporates the 2019/20 Annual Growth Programme (AGP). In particular, note should be made of the section on page 10 of the 5YIIP (Appendix 1), highlighting that the cash reserve accumulated during 2017/18 and 2018/19 should be reallocated into the main Infrastructure Investment Fund (IIF) to support the delivery of projects agreed in previous AGPs, and also to support the establishment of a new cash reserve to be forward planned in future versions of the IIP, over the period 2020/21 to 2023/24.

## **8 RECOMMENDATIONS**

Cabinet recommend that Council endorses the Greater Norwich Joint 5-Year Infrastructure Investment Plan (5YIIP) for 2019/20 to 2023/24 and agrees the Annual Growth Programme (AGP) for 2019/20, for consideration at the next meeting of the Greater Norwich Growth Board (GNGB)

---

### **Background Papers**

Appendix 1 – Draft Greater Norwich Joint 5-Year Infrastructure Investment Plan (January 2019)

Appendix 2 – Greater Norwich Infrastructure Plan 2018 available at <http://www.greaternorwichgrowth.org.uk/delivery/greater-norwich-infrastructure-plan/>

## **Greater Norwich Growth Board**

### **Joint Five Year Infrastructure Investment Plan - DRAFT**

**January 2019**

## Introduction

The projects identified within this Infrastructure Investment Plan are those currently considered to be a priority for delivery to assist in achieving the economic growth targets as set out in the Joint Core Strategy and the Greater Norwich City Deal; one of the key strands of the City Deal was the delivery of an infrastructure programme facilitated by a pooled funding arrangement between the Authorities.

Income received from the Community Infrastructure Levy (CIL) is pooled within the Infrastructure Investment Fund (IIF) which is administered by the Greater Norwich Growth Board (GNGB). The projects which receive IIF funding during the forthcoming financial year will be adopted as the 2019/20 Annual Growth Programme (AGP). The projects listed within the subsequent four years are the IIF funding priorities till 2023/24. See Appendix A

This Plan incorporates the updated position on infrastructure delivery, includes revised CIL income projections, provides updates on projects accepted within previous AGPs and outlines planned preparatory work for infrastructure schemes for future years.

## Development of the Joint Five Year Infrastructure Investment Plan

Prior to the development of this Plan, the Greater Norwich Infrastructure Plan (GNIP) was updated<sup>1</sup>. The GNIP identifies infrastructure priorities to the end of the current Joint Core Strategy (2026) and details the progress of infrastructure delivery within the Greater Norwich area.

The three District Councils will consider this Plan in January/February 2019. Projects listed within the forthcoming financial year should be considered as the proposed AGP for 2019/20. Thus approval of this plan will commit IIF funding to those projects. Funding to support the projects in the subsequent four years will be confirmed through future updates to this Plan.

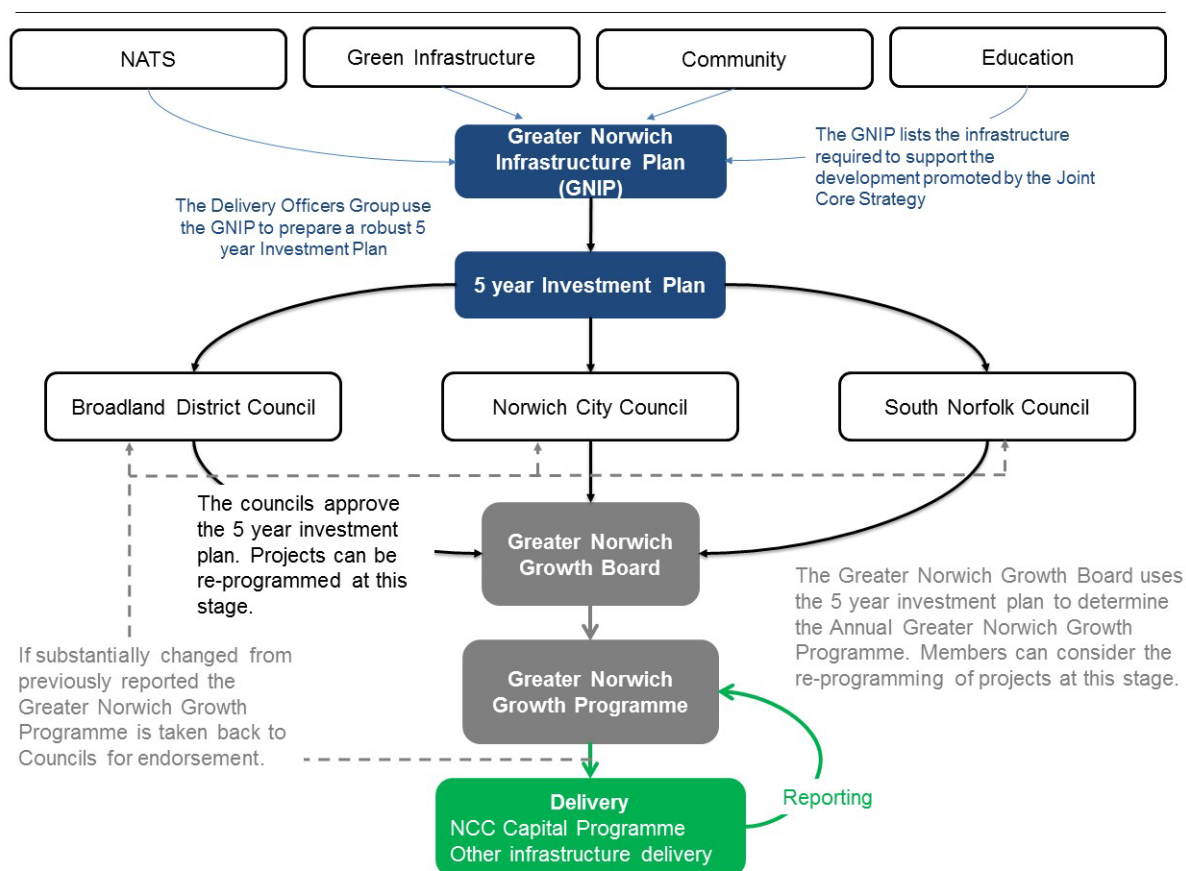
The GNGB will consider this Plan at its meeting in February 2019.

As the Accountable Body for the GNGB, Norfolk County Council will also receive a report on the 2019/20 AGP in early 2019.

<sup>1</sup> <http://www.greaternorwichgrowth.org.uk/delivery/greater-norwich-infrastructure-plan/>

The Five Year Infrastructure Investment Plan process is illustrated in Figure 1, below.

**Fig. 1 – Infrastructure Investment Plan Development Process**



### Proposed 2019/20 Annual Growth Programme (AGP)

Estimates for the total forecasted amount of CIL collected over the plan period have reduced over previous years. This is in part due to the changes in Government policy which have increased the categories of development which are exempt from paying CIL but also due to the complex nature of CIL receipting making forecasts incredibly difficult to calculate.

CIL income has been less than forecasted each year since 2014. In order to safeguard the commitments made to all projects within previously agreed AGPs the GNGB made this decision on 25<sup>th</sup> June 2018:

*To temporarily suspend the inclusion of any new projects in future 5 Year Investment Plans and Annual Growth Programmes. New projects which require urgent or time limited funding will still be able to submit proformas however these will be reviewed independently.*

It is proposed that Education receive £2million to support the development of their capital programme, but there are no projects from within the themes of Green Infrastructure, Transport or Communities included within the 19/20 AGP.

This Plan provides the reprogrammed financial commitments for IIF funding against the forecasted CIL income until 2023/24.

Projects which were previously programmed to be delivered in 19/20 have either sourced funding elsewhere, have been closed and are no longer a priority or have agreed to re-programme their delivery until funding is available.

Approximately £1.5million of projects allocated IIF in previous AGPs will continue to be delivered in 2019/20.

Updates on the delivery of projects approved in previous AGPs are in Appendix C.

## TRANSPORT

### Transport for Norwich (TfN)

The Norwich Area Transportation Strategy (NATS), now more widely known as Transport for Norwich (TfN), is the adopted transport strategy used to deliver improvements across Greater Norwich. The current strategy recognises that everybody's journeys are different and looks to give people viable options on how they choose to travel and actively promotes sustainable transport. The strategy has already delivered key improvements such as the Broadland Northway, a network of Park and Ride facilities and 'Pedalway' cycle routes, the award winning Norwich Bus Station and bus priority measures in the City Centre and along radial routes.

The implementation plan of transport delivery was adopted 2010 and updated in 2013 and set out the range of transport measures, together with their general intended phasing, for delivery over the short to medium term.

In 2018, the TfN Board agreed to a review of the transport strategy and an update of its implementation plan. This is underway and a public consultation in March 2018 highlighted that investment in public transport was the top priority, with measures to tackle congestion, maintaining existing infrastructure and reducing the impact transport has on air quality being other key priorities. It is envisaged that a new preferred strategy and implementation plan will be consulted on late-Summer 2019 for full adoption in 2020.

### Projects supported by IFF

The 2015/16 AGP agreed to the use of the IIF to top up other funding to help deliver the NATS programme over the period 2015/16 to 2019/20 and committed a total of £3,570,000. Many projects which were initially programmed to receive IIF funding have since taken advantage of alternative funding streams including (in particular) Growth Deal and Cycle City Ambition Grant (CCAG) to deliver projects. The NATS projects which have been allocated IIF are:

- St Clements Toucan crossing
- Eaton Interchange – improvements to the crossing
- Roundhouse way- new bus interchange
- Golden Ball street- highways improvements
- Lakenham Way - Yellow Pedalway
- A140 corridor - improvements north of the city
- St Faiths to airport transport link
- Colney River Crossing
- Broadland way- Green lane North to Plumstead Rd
- Green pedalway junction improvements
- Marriotts Way- access improvements in Cosstesey
- Marriotts Way- resurfacing at Drayton

## Other funding streams

A range of funding in addition to that from the IIF will continue to be sought to fund the existing and future TfN Implementation Plans, which will include locally held Local Transport Plan funding, as well as Cycle City Ambition Grant (CCAG), Local Growth Fund monies and specific funding awards from government. In September 2018, the County Council was informed that Greater Norwich had been shortlisted as one of 10 cities in the UK that is eligible to apply for a share of a £840m Transforming Cities fund covering the period 2018/19 to 2021/22. The Greater Norwich 'Transforming Cities' application is based around transforming connectivity in and around Norwich through a coordinated package of improvements on three transport corridors and in the city centre. Further information on whether funding is secured and its value will not be known until early 2019. Although a range of funding is being sought, it is likely that there will be further requests for funding from the IIF after the currently agreed programme ends in 2019/20.

A provisional IFF allocation of £900,000 per annum for three years was included within the previous version of this Plan, but the Infrastructure Development Board (IDB) have now agreed that funding for future TfN projects will be considered and confirmed individually in future publications of this Plan.

## Strategic Transport Schemes

In addition, the 2016/17 AGP agreed to use IIF funding in future years to ensure the delivery of strategic transport projects, including the Broadland Northway and Long Stratton bypass together with Hempnall crossroads junction.

### Broadland Northway

Construction of the Broadland Northway was completed in April 2018 and there has been significant positive feedback from residents and businesses regarding the reduced journey times and simpler journeys the new route provides. The road was paid for by the Department for Transport, Growth Point funds and the Community Infrastructure Levy. With the agreement of all the Greater Norwich partners, £40m of borrowing to support its delivery took place during the 2016/17 financial year and will be repaid by future CIL income from the IIF.

### Long Stratton Bypass and Hempnall Crossroads

The Long Stratton Bypass will be funded from a combination of developer funding and public sector funding. Currently, work is underway to secure DfT funding towards delivery of the bypass. The remainder of the funding will be made up of a developer contributions and up to £10m of CIL supported borrowing. It is expected there will be a planning decision on the bypass and associated development in early 2019 and if DfT funding can be secured, work could start as soon as late 2020.

## EDUCATION

Children's Services publish their Schools Local Growth and Investment Plan (SLGIP) annually in January for the Children's Services Committee. SLGIP recognises growth across the whole County but the most significant growth is within the Greater Norwich area. Land has been or is being secured for up to seventeen new schools in Greater Norwich to support the forecasted growth. Those currently being progressed are:

- Sprowston, White House Farm – in planning;
- Hethersett, new school building to allow the existing Infant School to move into a new building and expand – land transfer in progress;
- Wymondham (Silfield)- land transfer progressing but some issues with access and services;
- Blofield, new building to move and expand existing school – land discussions ongoing;
- Bowthorpe, new building to move and expand existing school – land discussions ongoing
- Trowse, new building to move and expand existing school – land expected to be transferred early 2019.

Children's Services' Capital Priorities Group oversee the work to determine the order, timing, details and funding of education priorities. Eleven of the seventeen schemes currently identified do not have a confirmed funding source. The majority of those which are proceeding are funded via the previous S106 regime or from Basic Need funding from central government.

£2M committed in 2018/19 has helped with two projects; one to identify and secure a new site to move the existing school at Blofield into larger and more suitable accommodation and two, in Brundall to ensure the primary school has suitable accommodation for larger cohorts of children.

## GREEN INFRASTRUCTURE

The Green Infrastructure Programme Team is formed by officers from all Greater Norwich councils who work together to strategically plan across all three districts. The projects below are the key areas, prioritised by GNGB for future investment. These growth areas have all received IIF funding to deliver elements of their progress in previous AGPs.

### Green Loop – Broadland Way and Marriott's Way

A key element of the North-East Norwich Growth Triangle (NEGT) Area Action Plan is an off-carriageway cycle and pedestrian route between east Norwich at Thorpe St Andrew and the Northern Broads at Wroxham known as Broadland Way.

Broadland Way is designed to be a multi-functional Green Infrastructure corridor that provides residents of the new development with a safe walking/cycling route that can be used for commuting or leisure, whilst also providing ecological connectivity

Combined with Marriott's Way and the Bure Valley Path, this new facility will form a Green Loop to the north of Norwich linking northern city areas of growth with the countryside and a highly biodiverse corridor. Marriott's Way particularly fulfils several key functions as a

wildlife link, a health-promoting asset through cycling and walking, and outdoor classroom.

#### River Yare Crossing

This project is part of the wider East Norwich Gateway project (described below) and is a cycle/pedestrian bridge crossing the River Yare to enable better access to Whitlingham Country Park from the city centre.

#### Yare Valley

The project aims to develop the unifying concept of a river parkway, a linear country park based on the River Yare Corridor between Bawburgh and Whitlingham Country Park. The parkway would comprise a collection of linked spaces along banks of the River Yare. This 'umbrella' project was included in the Green Infrastructure Delivery Plan and included several smaller projects, some of which have been brought forward since the study was published.

#### River Wensum

A strategy has been developed to guide regeneration of the River Wensum Corridor in Norwich, extending to Whitlingham in the east, which was adopted by Norwich City Council and the Broads Authority in June 2018.

The strategy objectives include enhancing connectivity throughout the river corridor, particularly with the Norfolk Trails network, and enhancing the natural environment and green infrastructure. Key green infrastructure proposals which have received IFF funding in previous AGPs include completion of missing links of the Riverside Walk, improvements to accessibility of the existing Riverside Walk and enhanced links with the Broads network at Whitlingham in the longer term. Potential future GI projects include enhancement of Bishops Bridge to Whitefriars Bridge green space, and enhancement of the Boom Towers and Ber Street wooded ridge area.

#### The Riverside Walk

This is identified as a sub-regional green infrastructure corridor supporting growth locations in the Joint Core Strategy. The development of the Riverside Walk helps to support the green infrastructure requirements for anticipated new housing and employment development identified in the city centre and east Norwich.

### **COMMUNITY**

A number of strategic community projects have been identified and funded in previous publications of this Plan. These include library improvements, open space developments and improved community facilities.

The sports facilities and playing pitches review in 2014 identified key areas requiring development which are now being progressed and delivered by the Greater Norwich Sports Strategy Implementation Group. Notable delivery in 18/19 have seen £1million of IFF funding supporting phase two of The Nest in Horsford plus £250,000 towards a project developing sports and play facilities at Ketts Park Wymondham. Both are large strategic sports projects which have received funding from many other sources in addition to IFF.

Refurbishment of the Hewett School swimming pool was identified as a priority in the review plan. However, this project has not progressed and a leisure feasibility study undertaken by KKP consultants in 2017 recommended that a new leisure facility should be built.

The proposed Mile Cross Health & Wellbeing Centre is expected to deliver a new leisure centre including swimming pool, sports hall, and community and associated fitness facilities. A cost profile is being prepared for this project which is expected to be delivered in 2022.

## **Economic Development and Regeneration**

A number of projects supported by IIF significantly contribute to the economic growth of areas by providing transport, green infrastructure and community benefits. These projects support the wider regeneration of areas but often requires many years of strategic planning to come to fruition. Projects which the GNGB have already identified as strategic priorities within the Greater Norwich area include:

### Norwich Airport Industrial Estate

This involves the significant delivery of public realm improvements, infrastructure and transport links at Norwich Airport Industrial Estate. This will enable this key employment location to offer more attractive, modern premises which better serve the needs of the existing SME community and those of emerging high value sectors identified in the New Anglia LEP Strategic Economic Plan and the Greater Norwich City Deal. There is an important synergy between this project and the improved transport connections that will be provided by the St. Faiths Road to Airport project and the NE Norwich Link Road. Both these transport projects have IIF funding.

### East Norwich Gateway

This project will provide infrastructure to open up the development of the Utilities Site and Deal Ground (the largest brownfield sites within the Norwich City Council area) and extend cycling and pedestrian access from Norwich City Centre to Whitlingham Country Park in South Norfolk. The proposal would consist of three bridges, one across the River Wensum and two across the River Yare (one of which is the green infrastructure project referred to above) and associated road infrastructure.

### Norwich Research Park (NRP)

Various projects in and around the NRP will help improve its connectivity to the wider area, as well as enhance the local environment. Sustainable access will be boosted by a new bus interchange at Roundhouse Way, whilst a more direct footpath link to the significant housing growth at Bowthorpe has been enabled by a footbridge across the River Yare. Health walks open up opportunities to improve the wellbeing of patients, employees and residents alike. These have been implemented in the grounds of the NNUH, along with further enhancements to Green Infrastructure links between the NNUH and the nearby housing development.

## **Five Year Investment Plan Framework**

Explanation of the categories within Table 1

**Actual CIL receipts-** this is the amount of CIL income received by the IIF to date.

**Forecast CIL receipts-** this is the CIL income the IIF is forecasting to receive in the next 5 years. Given the complex nature of CIL income it is expected that these figures will change between publications of this Plan, particularly in years 3-5.

**Programme Agreed-** this is the amount of CIL which will be drawn down from IFF to deliver projects in the given financial year. These projects have been agreed in previous AGPs and will either be being delivered over multiple years, or are projects whose delivery has been delayed and their draw-down has rolled over from a previous year.

**Borrowing agreed-** This includes the confirmed loan repayments for the Broadland Northway as well as future repayments to support the delivery of Hempnall crossroads and Long Stratton Bypass (loan repayment rates for future borrowing is forecasted and will not be confirmed until the borrowing is committed).

**Education-** NCC has a statutory duty to support the growth of schools. A £2million allocation of IIF has been identified for each of the 5 years within this Plan. Although, this is an indicative figure which will be confirmed annually with the acceptance of each new Annual Growth Programme.

**Cash Reserve-** The 2016/17 AGP agreed to borrow £50m at PWLB project rate to support the delivery of both the Broadland Northway and the Long Stratton Bypass. It was agreed that a cash reserve equal to one annual repayment be built up over 3 years from 2017/18 to safeguard this loan repayment.

CIL receipts have been lower than forecast since the creation of the IIF in 2014. As a result we now forecast an over commitment of the Growth Programme in the financial year 2019/20. If this occurs and the IIF falls into deficit, the fund would be charged interest on the amount. However, it is expected that through careful programme management the Greater Norwich Project Team will be able to prevent this situation occurring. This potential interest charge has therefore not been allocated within the framework

The IDB along with each partner's s151 officer has recommended that the accrued cash reserve should be reallocated back into the IIF, whilst a new £2m cash reserve is planned to be built over the subsequent 4 years of this Plan.

The cash reserves allocated in previous versions of the Plan (17/18 and 18/19) have therefore been removed from this updated Framework.

Table 1 – Proposed Five Year Infrastructure Investment Plan

	to date	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
<b>INCOME</b>									
Balance brought forward	£3,396,917								
Actual CIL receipts		£3,214,589	£3,334,000						
Forecast CIL receipts				£5,544,021	£3,963,579	£7,090,086	£7,506,073	£7,091,249	£7,075,971
Cumulative Income	£3,396,917	£6,611,506	£9,945,506	£15,489,527	£19,453,106	£26,543,192	£34,049,265	£41,140,514	£48,216,485
<b>EXPENDITURE</b>									
Borrowing agreed*		£572,518	£2,056,881	£2,064,776	£2,064,776	£2,096,102	£2,096,102	£2,210,958	£2,383,242
Programme agreed	£182,827	£506,000	£1,109,000	£3,750,000	£1,462,000	£1,320,000	£60,000	£30,000	£0
Education			£2,000,000	£2,000,000	£2,000,000	£2,000,000	£2,000,000	£2,000,000	£2,000,000
Cash Reserve						£500,000	£500,000	£500,000	£500,000
<b>TOTAL</b>	£182,827	£1,078,518	£5,165,881	£7,814,776	£5,526,776	£5,916,102	£4,656,102	£4,740,958	£4,883,242
Cumulative Expenditure	£182,827	£1,261,345	£6,427,226	£14,242,002	£19,768,778	£25,684,880	£30,340,982	£35,081,940	£39,965,182
<b>Cumulative Surplus/Deficit</b>	<b>£3,214,090</b>	<b>£5,350,161</b>	<b>£3,518,280</b>	<b>£1,247,525</b>	<b>-£315,672</b>	<b>£858,312</b>	<b>£3,708,283</b>	<b>£6,058,574</b>	<b>£8,251,303</b>
Forecasted surplus to commit to AGP					£0	£858,312	£2,849,971	£2,350,291	£2,192,729

\*repayments against the borrowing agreed for the Broadland Northway, plus forecasted repayments if additional borrowing is agreed in future years to support the delivery of Hempnall Crossroads and Long Stratton Bypass.

Appendix A -Prioritised projects for future allocations of IIF funding till 23/24

Appendix B - Growth programme to date (previously agreed AGPs)

Appendix C- Individual project delivery updates

## APPENDIX A – Prioritised projects for future allocations of IIF funding till 23/24 (grouped by theme)

### EDUCATION

Project/Scheme Description	Total Estimated Scheme Cost (£,000)	Funding secured	Funding need					
				2019/20	2020/21	2021/22	2022/23	2023/24
Hethersett High Extension	8,000	6,790	1,210	1,210				
Hethersett Junior reorganisation	4,600	3,600	1,000	1,000				
Hellesdon New 420 Primary	8,000		8,000		500	3,500	4,000	
New Bowthorpe Primary School	8,000	2,500	5,500		500	2,000	3,000	
Easton Primary Extension to 420	4,000		4,000			1,000	1,500	1,500
Hingham Primary Mobile Replacement	900	500	400	400				
Crangleford New 420 Primary	8,000		8,000	500	3,500	4,000		
Long Stratton New 420 Primary	8,000		8,000			500	3,500	4,000
North Norwich New Secondary and existing schools	26,000		26,000			2,600	2,600	2,600
Blofield New 420 Primary	8000		8,000	1,000	4,000	3,000		
Beeston Park New 420 Primary #1	8,000		8,000			500	3,500	4,000
South of Salhouse Road New 420 Primary	8,000		8,000					500
Beeston Park New Free School 420 Primary #2	8,000		8,000					500
Rackheath New 420 Primary #1	8,000		8,000			500	3,500	4,000
Land East of Broadland Business Park New 420 Primary	8,000		8,000				500	3,500
<b>Education Total</b>				<b>4,110</b>	<b>8,500</b>	<b>17,600</b>	<b>22,100</b>	<b>20,600</b>
<b>Potential future IIF commitment</b>				<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>

### TRANSPORT

Project/Scheme Description	Total Estimated Scheme Cost (£,000)	Funding secured	Funding need					
				2019/20	2020/21	2021/22	2022/23	2023/24
MW: Inner Ring Road crossing	500		500		200	300		
<b>Transport Total/Potential future IIF commitment</b>				<b>0</b>	<b>200</b>	<b>300</b>	<b>0</b>	<b>0</b>

## GREEN INFRASTRUCTURE

Project/Scheme Description	Total Estimated Scheme Cost (£,000)	Funding secured	Funding need					
				2019/20	2020/21	2021/22	2022/23	2023/24
Marriotts Way: Biodiversity management with community engagement/volunteer support (continues to 2026)	160	15			29	29	29	29
Kett's Heights Norwich- landscape and heritage enhancements	150	100	50		50			
Marriotts Way: Surface and drainage improvements at road crossing points	89	10	79		79			
Riverside Walk Missing Link Duke St to St George's St	300		300		300			
Boudicca Way cycle- development of cycle route between Diss & Norwich	23		20		20			
Boudicca Way- signage and links from new development	17		15		15			
Marriotts Way: Hellesdon Station Area	210		210		105	105		
Marriotts Way: Aylsham Gateway	30		30		30			
Riverside walk access improvements upstream of New Mills	360				80	150	70	60
Kett's Country Trail	85		85		85			
Burlingham Trails Attractions and Facilities Project - including disabled access path, improved car park and toilets	240		240			240		
Burlingham Trails Cycling and Walking Routes- formalising paths	180		180			100	80	
20 Acre Wood path replacement	90	10	80			80		
Yare Valley: Lodge Farm to Bawburgh Lakes cycle/footpath link	210	25	185			85	100	
Wymondham - Tuttle Lane ecological enhancements	30		30			10	10	10
Witton Run GI corridor- improvements of walking/cycling links	170		170			170		
South Walsham GI Project- footpath and community space	150		150			150		
West Brundall GI Project- walking links to new developments	425		425			75	350	
Carrow to Castle Wooded Ridge Walk	400		750			150	250	
Marriotts Way: Trim Track - Cossetesey	10		10			10		
Marriotts Way: Reepham surfacing and biodiversity	100		100			100		
Marriotts Way: Crossing over Taverham Road in Drayton	100		100			100		
Link from Blofield to Blofield Heath- including pedestrian crossing over a47	125		125				125	
Enhancement of Riverside Walk & open space- Bishops Bridge to Whitefriars	50		50				50	
South East Lingwood GI Connectivity- access to new development	25		25				25	
South Walsham Fen Access	35		35				35	

Hellesdon to Drayton Greenway- creating a green corridor, walking/cycle link (continues to 2027)	170		105				34	34
Drayton to Horsford Greenway- creating a green corridor, walking/cycle link (continues to 2027)	300		295				59	59
Long Distance Cycle Loop	75		75				75	
Local walking circulars with links to pubs, restaurants and cafes- creating 7 circular walks by formlaising existing paths	35		35				35	
<b>GI Total/Potential future IIF commitment</b>				<b>0</b>	<b>793</b>	<b>1,554</b>	<b>1,327</b>	<b>192</b>

## COMMUNITY

Project/Scheme Description	Total Estimated Scheme Cost (£,000)	Funding secured	Funding need					
				2019/20	2020/21	2021/22	2022/23	2023/24
Brook & Laurel Farm Community Building	500	200	300				300	
Strategic play - replace play equipment in 5 City parks (project continues to 2025)	430		430		115	100	115	100
Tuckswood library self access improvement	43		43		43			
West Earlham library self access improvement	43		43		43			
Hingham library self access improvement	20		20		20			
New Swimming Pool and Sports Hall in Diss	10,000-12,000		1,600		1,600			
Artificial Grass Pitch in Diss	500		500		500			
New Sports Hall in Thorpe St Andrew	2,700	1,000	2,700					1,700
Rackheath Community Building	500		500					500
<b>Community Total/Potential future IIF commitment</b>				<b>0</b>	<b>2,321</b>	<b>100</b>	<b>415</b>	<b>2,300</b>

Potential future IIF commitment	2019/20	2020/21	2021/22	2022/23	2023/24
Education	2,000	2,000	2,000	2,000	2,000
Transport	0	200	300	0	0
Green infrastructure	0	793	1,554	1,327	192
Community	0	2,321	100	415	2,300
<b>TOTAL</b>	<b>2,000</b>	<b>5,314</b>	<b>3,954</b>	<b>3,742</b>	<b>4,492</b>

GREATER NORWICH GROWTH PROGRAMME  
Projects supported by borrowing highlighted in grey

							Actual CIL spend to date						Profiled CIL drawdown for future years					
Ref	Expenditure	Status	Theme	Project Budget	Other funding	CIL funding	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	
Agreed 2014/15 Growth Programme																		
GP1	Harrisons' Wood	Ongoing	Green Inf.	(45)		(45)			(15)	(16)	(4)	(10)	45					
	Harrisons' Wood secured funding (S106)			45														
GP2	Danby Wood	Complete	Green Inf.	(35)		(35)			(26)									
GP3	Marston Marsh	Complete	Green Inf.	(30)		(30)			(24)	(1)								
GP4	Earlham Millennium Green - Phase 1	Complete	Green Inf.	(15)		(15)			(3)									
GP5	Riverside Walk	Complete	Green Inf.	(70)	(19)	(51)			(17)	(31)								
GP6	Marriott's Way - Phase 1	Complete	Green Inf.	(60)		(60)			(60)									
GP7	Norwich Health Walks	Complete	Green Inf.	(40)		(40)			(38)									
Agreed 2015/16 Growth Programme																		
GP8	Earlham Millennium Green - Phase 2	Complete	Green Inf.	(66)		(66)				(52)								
GP9	Marriott's Way - Phase 2	Complete	Green Inf.	(250)		(250)				(236)	(1)							
GP11	St Clements Toucan Crossing	Complete	Transport			(113)						(113)						
GP13	Eaton Interchange	Ongoing	Transport			(100)						(100)						
GP13b	Roundhouse Way	Ongoing	Transport			(50)						(50)						
GP16	Golden Ball Street (NATS)	Complete	Transport			(1,023)				(1,023)								
GP17b	A140 Corridor	Not Started	Transport			(950)						(200)	(750)					
GP10 - 17b NATS Programme 2015/16 - 2019/20											(1,023)	(463)	(750)					
Agreed 2016/17 Growth Programme																		
GP19	St Faiths to Airport Transport Link	On Hold	Transport	(1,000)		(1,000)				(20)				(980)				
GP22	Pink Pedalway - Heathgate	Complete	Green Inf.	(250)	(100)	(150)				(150)								
GP23	Carrow Bridge to Deal Ground riverside path	On Hold	Green Inf.	(350)	(250)	(100)					(29)							
GP24	Colney River Crossing (NRP to Threescore)	Complete	Transport	(422)	(251)	(171)					(48)	(123)						
GP25	NDR	Complete	Transport	(178,450)	(138,450)	(40,000)				(40,000)								
GP26	Long Stratton Bypass	Not Started	Transport	(20,000)	(10,000)	(10,000)							(561)		(2,000)	(3,000)		
Agreed 2017/18 Growth Programme																		
GP27	Lizard and Silfield Nature Reserves	Ongoing	Green Inf.	(40)		(40)							(40)					
GP29	Barn Road Gateway	Ongoing	Green Inf.	(40)		(40)						(40)						
GP30	Sloughbottom Park - Andersons Meadow	Ongoing	Green Inf.	(250)		(250)						(250)						
GP31	Riverside Walk accessibility improvements	Ongoing	Green Inf.	(200)		(200)							(200)					
GP32	Broadland Way - Green Lane North to Plumstead Road	Not Started	Transport	(150)		(150)								(150)				
GP33	Strumpshaw Pit Circular Walk	Ongoing	Green Inf.	(60)	(25)	(35)						(35)						
GP34	Cringleford N&N strategic connections	Not Started	Green Inf.	(68)	(10)	(58)							(58)					
GP36	Castle Gardens	Ongoing	Green Inf.	(220)	(70)	(150)							(150)					
GP37	Long Stratton Sports Hub	Ongoing	Community	(2,545)	(2,045)	(500)						(500)						
GP38	Football pitch improvements	Ongoing	Community	(100)		(100)						(10)	(30)	(30)	(30)			
GP39	Hales cricket and bowls clubhouse improvements	Ongoing	Community	(160)	(130)	(30)					(5)	(6)	(19)					
GP40	Ketts Park Sports Hub: Wymondham	Ongoing	Community	(800)	(550)	(250)						(250)						
GP41	Wroxham Library: self service improvements	Ongoing	Community									(120)						
GP42	Plumstead Road Library: self service improvements	Ongoing	Community	(153)	(33)	(120)												
GP43	Diss library: self service improvements	Ongoing	Community															
GP44	Education	Ongoing	Education	(2,000)		(2,000)					(2,000)							
Agreed 2018/19 Growth Programme																		
GP45	Green Pedalway- junction improvements	Ongoing	Transport	(560)		(560)						(500)	(60)					
GP46	MW: Thorpe Marriott to Costessey	Not Started	Transport	(100)		(100)						(100)						
GP47	UEA to Eaton Boardwalk	Ongoing	Green Inf.	(30)		(30)						(5)	(25)					
GP48	Wherryman's Way: Yare Valley Cycle Route	Not Started	Green Inf.	(23)		(23)						(23)						
GP49	Earlham Millennium Green Improvement Project: Phase	Not Started	Green Inf.	(25)		(25)						(25)						
GP50	Yare and Wensum Valleys Link (Norwich, Broadland	Not Started	Green Inf.	(170)		(170)							(75)	(95)				
GP51	Green Infrastructure: Access for All	Ongoing	Green Inf.	(150)		(150)						(30)	(30)	(30)	(30)			
GP52	Thorpe Marriott Greenway	Not Started	Green Inf.	(105)		(105)							(70)	(35)				
GP53	MW: Surfacing Works (Drayton)	Not Started	Transport	(85)		(85)						(85)						
GP55	Community Sports Hub - Horsford	Ongoing	Community	(1,000)		(1,000)						(1,000)						
GP56	Harleston Library self-access improvement	Ongoing	Community	(35)		(35)						(35)						
GP57	Costessey Library self-access improvement	Ongoing	Community	(35)		(35)						(35)						
GP58	Loddon Library self-access improvement	Ongoing	Community	(35)		(35)						(35)						
GP59	Earlham Library self-access improvement	Ongoing	Community	(35)		(35)						(35)						
GP60	Mile Cross Library self-access improvement	Ongoing	Community	(35)		(35)						(35)						
GP61	Education	Not Started	Education	(2,000)		(2,000)						(2,000)						
	Cash reserve					(2,383)					(863)	(863)	(657)					
	Borrowing costs								(573)	(2,057)	(2,065)		(2,065)	(2,096)	(2,096)	(2,211)	(2,383)	
TOTAL																		
Pooled funding requirement of Growth Programmes excluding borrowing and cash reserve									(183)	(506)	(3,109)	(5,750)	(1,462)	(1,320)	(60)	(30)	-	
Pooled Funding Requirement including borrowing									(183)	(1,079)	(5,166)	(7,815)	(3,526)	(3,416)	(2,156)	(2,241)	(2,383)	
Actual CIL Income							56	851	2,490	3,215	3,334							
Pooled CIL Projection (Amended)								1,109	2,620	5,657	4,720	5,544	3,964	7,090	7,506	7,091	7,076	
Yearly Pooled CIL Surplus / (Deficit)							56	851	2,307	2,136	(1,833)	(2,271)	437	3,674	5,350	4,850	4,693	
Cumulative Pooled CIL Surplus / (Deficit)							56	907	3,214	5,350	3,517	1,246	1,684	5,358	10,708	15,558	20,251	
Cash Reserve Pot Surplus / (Deficit)							-	-	-	-	863	1,726	2,383	2,383	2,383	2,383	2,383	

## **APPENDIX C – Project Updates**

Updates for current delivery only. Projects completed in previous years are not included.

### **Broadland**

#### **GP1**

##### **Early Delivery of Public Access to Harrison's Plantation: £45,000**

Norfolk County Council's Natural Environment Team delivered a completed Woodland Management Plan in June 2015. This woodland management plan focused on Harrison's Plantation and the Breck. Further work relating to Boar Plantation has been deferred. Initial works to ensure that Harrison's Plantation and the Breck were suitable for public access were undertaken between August 2015 and January 2016. The woods, now referred to as Harrison's Wood, were opened to the public in May 2016. At the time of writing, work to complete the formal transfer of land into public ownership is ongoing (pending agreement over land originally designated for a Bus Lane) whilst final works are being completed by the end of the financial year - including general tree-safety work and addressing site drainage by installing a culvert.

#### **GP 19**

##### **St Faiths Rd to Airport Transport Link: £1,000,000**

In total £1m of CIL funding was allocated to this project. This funding was split equally between 2016/17 and 2017/18. This funding has now been re-profiled.

Initial scheme feasibility ruled out the immediate possibility of a direct link between Hurricane Way and St Faiths Road, as this would have likely required the relocation of an existing owner occupied business premises. Further scheme development has focused on the Meteor Close to Repton Avenue link, with initial traffic modelling completed by Mouchel in June 2016.

The modelling indicated that the completion of an all traffic link between Meteor Close and Repton Avenue would benefit existing traffic problems at the junction between Hurricane Way and St Faiths Road without significant impact on other road and junctions in Old Catton. Public consultation was due to take place on the construction of a link between Meteor Close and Repton Avenue in early 2018. Following pre-consultation engagement with local members the planned consultation was deferred to enable further consideration of:

- the need for the link,
- the routing of the link into the Airport Industrial Estate,
- the optimum timing of the link's delivery
- whether any interim status, such as the initial creation of a bus only link, is appropriate.

Additional feasibility is currently being undertaken alongside negotiations with the developer of the land north of Repton Avenue. This is expected to be completed by the end of 2018. Following completions of feasibility and negotiations a decision will be taken about the delivery of the project.

Whilst the project, if implemented, is not expected to utilise all the allocated funds, it remains judicious at this point to retain any unused element of the CIL funding allocation in order to ensure, as far as practicable, a complete link to St Faiths Road, of an

appropriate standard, can be delivered. Any unused funding will be released back into the pooled CIL for reallocation.

### **GP32**

#### **Broadland Way (Thorpe St Andrew to Wroxham Cycle and Pedestrian facilities): £150,000**

Feasibility / scheme development was undertaken during 2015/16 and further work in 2016/17. Funding was agreed in the 2017/18 AGP for £150k to deliver a section of the scheme between Plumstead Road and Green Lane. However, delivery is currently on hold whilst more work is undertaken to define aspects of this project.

### **GP33**

#### **Strumpshaw Pit Circular Walk: £35,000**

There is potential to expand the dog walking capabilities of Strumpshaw Pit, which is owned by Norfolk County Council. This could be achieved through additional parking, which would increase the accessibility and usage of the site. In addition, provision of cycle racks will provide for other users.

Strumpshaw Pit is currently owned by Norfolk County Council, and includes a circular walk around a closed landfill site with various wildflowers growing. It is commonly used by dog walkers but is not fully accessible. Additional parking would increase the accessibility and usage of the site. In addition, provision of cycle racks will provide for other users.

Part one of the project includes improvements to the landfill gas infrastructure and part two involves improved parking facilities for cars and bicycles. Match funding has been sourced to enable the delivery of the wider project which also includes improvements to the access to the circular walk and consideration for the biodiversity improvements along the path. Part one is expected to be delivered in spring 2019 and part two in autumn 2019.

### **GP52**

#### **Thorpe Marriott Greenway: £105,000**

The Thorpe Marriott Greenway is designed to promote better greenspace and access in the Thorpe Marriott area. To create the greenway, a path will be established through the current tree belt that will link the Thorpe Marriott estate, the Marriott's Way, Nabour Furlong, Pendlesham Rise, Littlewood (three woodlands owned by Broadland District Council) and the Broadland Northway green bridge that leads to Drayton Drewray. This will also help to deliver the identified Thorpe Marriott to Hevingham Secondary Green Infrastructure Corridor (S6). The project is expected to begin in March 2019.

### **GP53**

#### **Marriott's Way: Surfacing Works (Drayton): £85,000**

This is part of a programme of projects being developed through the Marriott's Way Implementation and Delivery plan, which have been informed by public and stakeholder consultation in 2015. This project covers the section of Marriott's Way at the rear of the Tesco supermarket in the Drayton area (between Fakenham Road and Taverham Lane) and involves surface improvements and work to reduce the gradient of access ramps to allow better accessibility.

Improvement of this section will fit into the ongoing surface improvement between Norwich and Thorpe Marriott to improve cycle commuting into the city. Site investigations

have been underway but delivery is delayed to achieve economies of scale with other projects (including GP46). The start date is expected to be Autumn 2019-20.

## **GP55**

### **The Nest-Community sports Hub Horsford Manor site: £1,000,000**

Norwich City Community Sports Foundation (CSF) has obtained the Anglia Windows sports site at Horsford Manor within Broadland District to develop a large scale "Community Hub" that will provide inclusive facilities for the growing community.

Named 'The Nest' it will comprise: An indoor sports facility comprising full size 3G football pitch, full size sports hall, indoor gym and associated changing facilities, cafe, learning space, classrooms and office, 10 sleeping pods to be used for residential training courses, external spectator stand and associated parking, and an outdoor gym,. It will be the only full 11aside indoor football pitch in the region that is open to the public. Alterations to access and infrastructure will be necessary to delivery these facilities.

Phase 1 (pitches, clubhouse and sleeping pods) is complete and operational. Phase 2 (which this CIL funding is supporting) has received outline planning and the application for reserved matters has been submitted to Broadland District Council. Works are expected to commence February 2019

An official opening took place on 13th September with over 150 guests including representatives from the GNGB. Operationally, the site engaged with a total of 1,603 people during the first month of opening.

Organisations already using the site for training events include Clarion Housing, Broadland Housing, Anglian Training, Norfolk County Council Children Services plus 450 people have used the facility for Football matches and training.

## **Norwich**

## **GP13**

### **Eaton Interchange: £100,000**

Works completed end August 2018, need for some remedial works has been identified. The project included the construction and implementation of the following:

- Reducing traffic speeds through traffic calming and a 20mph restriction.
- Widening the cycle track from the Cellar House to Newmarket Road. This will see an increase from 1.5m to 3m, allowing for two-way cycle flow.
- Increasing maximum stay to two hours in the existing parking area outside the old Post Office on Eaton Street.
- Installing double yellow lines on the remainder of the slip road past the Cellar House and extending these further into Eaton Street.
- Moving the vehicle stop line back in Bluebell Road so buses and other large vehicles can turn left from Eaton Street more easily.

- Additional detection and optimising of signals sequence for right turning vehicles.
- Resurfacing the carriageway and improved lining within the junction.
- Providing an on-carriageway feeder lane, Advance Stop Line (ASL) and a new cycle traffic signal on Eaton Street for cyclists going straight ahead at the junction. This will mean safer access and waiting at the crossroads and allow cyclists a green signal in advance of general traffic, providing a head start towards the slip road going uphill.
- Simplifying pedestrian crossings in the centre of Eaton.
- Installation of 'gateway signs' on the main route into Eaton village at Cringleford.

### **GP17b**

#### **Bus Priority and sustainable transport improvements, A140 corridor (North City): £950,000**

The primary objective of this project is to implement on-carriageway bus priority measures through the reallocation of road space on the A140 Cromer Road north of Norwich city centre. This will enable the benefits of the NDR to be realised by improving bus journey reliability and bus service performance as well as having a positive impact on bus patronage. The scope of the project has also been expanded to look at potential improvements to the pedestrian crossing facilities at the Fifers Lane / A140 junction as well as looking at potential cycling improvements along the A140 corridor, primarily between the NDR and Fifers Lane.

Modelling work is currently underway looking at the potential installation of bus lanes on both approaches to the Boundary junction. Signal improvements are being considered at the Woodcock Road / A140 junction to improve efficiency for all users. In addition, work to look at installing detectors on pedestrian crossings so they are not triggered unnecessarily is ongoing. The date of works to begin is still to be confirmed.

### **GP23**

#### **Carrow Bridge to Deal Ground riverside path: £100,000**

Delivery of a short section of cycle / footway on north bank of the River Wensum. This will provide a key 'missing link' in the route between Norwich city centre / rail station and Whitlingham Country Park. Planning approval is in place for a 150 metre stretch of riverside walk. Delivery of the project cannot be programmed until Broadland Housing Association's adjoining site has completed their connecting section of riverside walk, probably during late 2019-20. Discussions between Norwich City Council and BHA are ongoing with the aim of confirming the construction date.

### **GP24**

#### **Colney River Crossing (NRP to Threescore): £171,000**

Creation of a walking route between Bowthorpe and the Norwich Research Park through the construction of a new footbridge and improvement of the connecting footpath from Bowthorpe Southern Park to Bowthorpe Centre and the associated open space at The Runnel. CIL funding was initially awarded in 2016/17 with an additional £21,000 approved

in 17/18. The bridge is now finished and open for use. The CPO process is continuing with official handover of the structure to the County Council progressing – final completion anticipated in December 2018.

#### **GP29**

##### **Marriotts Way- Barn Road Gateway: £40,000**

Improvements to the gateway to Marriott's Way to improve legibility and raise the quality of this important entrance. Design work is complete and has been sent to contractor for pricing. The consultation period has finished. Traffic Management costs are higher than budgeted so additional funding is being sort. Completion of works is currently programmed for March 2019.

#### **GP30**

##### **Marriotts Way Sloughbottom Park – Anderson Meadow: £250,000**

Improvements to a section of the route to increase safety, comfort and personal security. Works include path widening/realigning, providing street lighting, improving an adjacent storm drain, vegetation management, tree planting, and drainage improvements. Topographical survey and design works are complete. Street lighting costs are higher than budgeted and are being reviewed. There has been some slippage with the programme but it remains feasible to complete works as expected by the end of March 2019.

#### **GP31**

##### **Riverside walk accessibility improvements: £200,000**

The project aims to enable the use of the Riverside Walk (between New Mills and Carrow Bridge) by all, including access measures on and adjacent to the walk, and improved signage and waymarking linking the river with the city centre and other key attractions. Project delivery has slipped due to staff resource but work is expected to start on site in summer 2019.

#### **GP36**

##### **Castle Gardens: £150,000**

Restoration and improvement works to Castle gardens to promote the use of the gardens as a linear park. Restoration works will safeguard the gardens for future use whilst planned improvements will ensure that the gardens can be maintained within the available budgets. The linkage to the gardens from the surrounding street scene will be enhanced along with improved linkages to the castle and green. There has been slippage with the programme but works continue, with design and planning expected to be finalised summer 2019 and construction works commencing Autumn 2019.

#### **GP38**

##### **Football Pitch Improvements: £100,000**

Football pitch improvement works at Eaton Park, Sloughbottom Park, Britannia Barracks and Fountain Ground including drainage improvements, improved grass species and improved goal facilities through the provision of new posts, nets and additional ground sockets. This will permit moving the pitches annually to prevent excessive wear, improving the playability of the pitches and increasing capacity. A pitch improvement inspection has been carried out and the final report has just been received. Project start on site is still to be confirmed.

#### **GP45**

##### **Green Pedalway – Earlham Road section: £560,000**

The Green Pedalway project sees a comprehensive upgrade and extension to this strategic cycle route. This project relates to improvements to the Earlham Road (B1108) junction with Mill Hill Road and Heigham Road. This project has been combined with cycle ambition funding awarded by the Department for Transport for safety improvements at the Earlham Road (B1108) / Outer ring road (A140) roundabout and along the length of Earlham Road between the outer ring road and Heigham Road. The planning consultation period is complete and the project is undergoing a detailed design process.

#### **GP47**

##### **UEA to Eaton Boardwalk extension: £30,000**

The project aims extend the existing boardwalk which forms part of the Yare Valley Walk between UEA and Eaton/Cringleford. The boardwalk currently only extends half the length of the path from the UEA to Eaton/Cringleford. Planning permission would be required for the boardwalk. Awaiting Environmental Permit from Environment Agency. Contractor appointed and on site.

#### **GP49**

##### **Earlham Millennium Green Phase 3: £25,000**

Earlham Millennium Green (EMG) provides both an attractive area for the local community to enjoy and a variety of wildlife habitats. EMG also forms a valuable link for pedestrian access connecting Bowthorpe, West Earlham, the UEA and the Research Park. With the Three Score developments progressing, this route is likely to increase in importance and there are opportunities for improvements that would encourage more people to walk rather than use their cars. Facilities such as path surfacing and gates will need to be more robust to handle this increased level of use and to ensure that the natural habitats and amenity value of EMG and the adjacent sites are not compromised. EMG and the adjacent areas, which include Earlham Marsh, are already well-loved by many local residents and a higher standard of amenities would increase the site's value to the community. A local scout pack has already expressed interest in using the site for leisure and educational activities.

The main pedestrian route through EMG has already been improved and upgraded under Phase 2 of a CIL funded improvement project. Under an earlier Phase 1, habitat improvements were undertaken including refurbishment and enlargement of the wildlife pond. The current proposals seek to build on this work by:

- Improving links to the main route through the site from Bowthorpe, and from West Earlham via George Fox Way;
- Refurbishing and improving existing but 'tired' entrance features such as estate fencing and gates;
- Provision of a new, high quality interpretative signboard;
- Replacing 3 worn-out timber pond and river dipping platforms with more durable recycled plastic versions; and
- Refurbishing an existing timber footbridge connecting EMG with Earlham Marsh

A start date is expected to be confirmed soon for the refurbishment of the entrance features and removal of the foot bridges.

#### **GP50**

##### **Yare and Wensum Valleys Link: £170,000**

The River Wensum and Yare run close together in the west of the city between Marriott's Way near Gunton Lane and the Three Score development site. The link between the two river valleys is a recognised green infrastructure corridor and the route of the purple pedalway. The first phase of this project is supported through s106 allocation at Bunkers Hill. The CIL funded element of the project is now expected to commence 19/20.

#### **South Norfolk**

#### **GP13b**

##### **Roundhouse Way: £50,000**

Development of a new bus interchange at Roundhouse Way, Cringleford. Land negotiations are still underway and at the time of writing the statutory consultation period for a revised S73 Planning application has closed, but an extension has been requested for the NCC Environment Team's response. A Decision is anticipated in early December 2018.

#### **GP27**

##### **Protection/enhancement of the Lizard and Silfield Nature Reserve, Wymondham:£40,000**

To protect and enhance the Lizard and Silfield Nature Reserve by the creation of alternative green infrastructure routes (such as new permissive footpaths) for recreational access. The project will identify and agree new routes, which will be developed as appropriate. Necessary infrastructure such as stiles, fencing, signage/way marking, hedgerow planting/restoration and interpretation/localised publicity will be provided to encourage and manage use of the network. Awaiting landowner agreement for Public Right of Way to be finalised before works can be proceed. Expected start on site early spring 2019.

#### **GP34**

##### **Cringleford N & N Strategic Connections: £58,000**

Green infrastructure projects of various types to link N&N Hospital, Yare Valley Walk in Cringleford, and the A47 corridor. Delivery is on hold whilst discussions continue with developers of proposed developments in the area, with the expectation that they will bring forward elements of this project as part of their schemes.

#### **GP37**

##### **Long Stratton Sports Hub: £500,000**

The project aims to bring together South Norfolk Council, Long Stratton High School and Long Stratton Parish Council to improve the sport and leisure facilities in the village in anticipation of significant housing growth. There will be a new sport and leisure 'Hub' across three adjacent sites with new and enhanced facilities that are fit for purpose and better suited to the current and future needs of local residents. Management will be

shared across the three sites, resulting in economies of scale and efficiencies in service delivery. Match funding was received from the community asset fund in April.

Works at the leisure centre progressed well despite being delayed by the discovery of asbestos in some areas. Expected handover date now spring 2019

Cost certainty work for pool project is nearing completion – expected late November. Sport England funding is also secured to support that project.

Long Stratton PC pavilion tenders now received – application for match funding from Football Foundation now submitted, decision expected early 2019. If this is not successful the Parish Council will explore borrowing opportunities to support this project.

### **GP39**

#### **Hales cricket and bowls clubhouse improvements:£30,000**

There is an identified need for a replacement pavilion to serve Loddon and Hales Cricket Club and Hales Bowls Club on their shared site on Green Road. The latter had been forced to relocate to the current venue as a result of housing development on their previous site off Yarmouth Road in Hales. The proposed new pavilion will give both clubs a permanent home in spaces that meet their respective needs, allowing them to develop and grow participation across a range of ages.

Capacity within this volunteer-run club is causing delays to project delivery but SNC Officer is liaising with the club to discuss the delivery options. Phase 1 is to create new access to the site, which is a planning condition. This has been delayed due to the discovery of a water main underneath the proposed access route, which either needs to be rerouted or lowered. Awaiting quote from Anglian Water to undertake this work.

Phase 2 is the delivery of new pavilion – will require additional capital to be secured from external funders, and not expected to begin until 2019.

### **GP40**

#### **Ketts Park Sports Hub, Wymondham: £500,000**

Ketts Park has been identified as being a location that would be suitable for a sports hub, the provision of which can ensure that there are economies of scale in outdoor sports delivery and that clubs can benefit from shared and jointly managed facilities. It is proposed to provide a new full-size, floodlit artificial grass pitch (AGP) on the site which would take advantage of existing infrastructure. With tennis also being available on the Ketts Park site the agreement for creating one of these hubs is strengthened, and significant gains in sporting participation could be achieved. Forthcoming housing is expected to increase demand for pitches in Wymondham, and the carrying capacity of a full-size AGP will help to ensure that the quality of existing natural turf pitches (whose drainage will be improved as part of this project) is not compromised in the future. This is a large strategic project supported by multiple funding bodies.

Delivery of the AGP is now complete with handover to South Norfolk Council from the contractors on 30/11/18. The delivery of the tennis element of the project has been delayed because the Lawn Tennis Association temporarily suspended their capital grants programme. An application is expected to be submitted early 2019.

## **GP48**

### **Wherryman's Way: Yare Valley Cycle Route: £23,000**

Improve the Yare Valley Cycle Route (which follows the Wherryman's Way), through creating signage and route improvements. Delivery has been postponed until Spring 2019 to allow for works to link into the Great Yarmouth cycle signage (which is being funded through the LEP Growth Fund). The LEP funded work is delivering a range of cycle signage through Great Yarmouth and any signage linking into the wider network. The signage will link Great Yarmouth's recreational circular cycle loop with the Wherryman's way circular to create two circulars and a single route that connects Norwich and Gt Yarmouth cycling networks together.

## **Greater Norwich area-wide**

## **GP46**

### **Marriotts Way Thorpe Marriott to Costessey**

To improve access to and on the Marriott's way between Thorpe Marriott and Costessey. This will create an improved commuting route from Thorpe Marriott to the city. The full project brief has been developed but timetable for delivery is yet to be agreed with Tarmac. This project is being linked to others to achieve economies of scale. (incl GP53) Access to the site is being investigated, and project delivery is programmed to begin May 2019.

## **GP51**

### **Green Infrastructure, Access for All: £150,000 (delivery over five years)**

A number of Green Infrastructure trails across the Greater Norwich area have been audited for both power chair use and general accessibility and to identify the improvement works necessary to allow such access. This project implements a range of smaller scale accessibility improvements across various projects and areas.

Delivery in 18/19 has been supported by numerous match funding including private land owner contributions. This has allowed the scope of the project to expand so that access improvements have been made to the full length of the Boudicca way (over 30 miles). Works have included dropped kerbs to allow chair access, removal of stiles, bridging of cattle grid, widening of gates and paths, and path resurfacing to smooth uneven surfaces

The next tranche of works is being planned for 19/20 and will be based on the Wherryman's Way.

## **GP 41-43 & 56-60**

### **Communities-Library self-service and access improvements (8 projects): Total £295,000**

These projects will introduce self-service technology that enables people to use the library outside the current opening times. The technology allows the library service to automatically control and monitor building access, self-service kiosks, public access computers, lighting, alarms, public announcements and customer safety. Each library will be able to have increased opening hours, making access to the library more convenient

for current and new customers without an increase in staff costs. This is a great opportunity for libraries to be accessible and relevant to more people.

#### GP41 Wroxham Library

Installation of the Open Library system and the public toilet are complete. The system is live and the public toilet is complete. A DDA compliant access ramp will be completed for handover on 3<sup>rd</sup> December 2018

#### GP42 Plumstead Road Library

This library does not have any off-road parking for bikes or cars. The nearby on street parking is limited which means that some customer groups find it difficult to use the services available at the library. This project includes the development of an onsite car park as well as the access improvements.

Preliminary site preparation works have begun which includes cell burial of the Japanese knot weed. Works will be completed by Friday 30<sup>th</sup> November for formal handover on Monday 3<sup>rd</sup> December. Final stages of the Open Library works to be completed week commencing 3<sup>rd</sup> December 2018.

#### GP43 Diss Library

All works have been completed, and Open Library will be introduced as soon as staff training is completed pending appointment of a Library Manager.

#### GP 56 Harleston Library

All works have been completed in readiness for going live on 3<sup>rd</sup> December.

#### GP57 Cosstessey Library

All works have been completed in readiness for going live 10<sup>th</sup> December.

#### GP58 Loddon Library

Works currently being carried out with likely completion date for 'open libraries being Thursday, 29<sup>th</sup> December 2018. Minor alteration to the shared front door (electronic lock) to be completed by Christmas.

#### GP59 Earlham Library

All works have been completed in readiness for going live on 7<sup>th</sup> January.

#### GP 60 Mile Cross Library

All works have been completed in readiness for going live on 7<sup>th</sup> January.

## **SUPPORTING INDEPENDENCE – DISABLED FACILITY GRANTS**

<b>Report Author(s):</b>	Tony Cooke, Housing Standards & Community Protection Manager, 01508 533754, <a href="mailto:tcooke@s-norfolk.gov.uk">tcooke@s-norfolk.gov.uk</a>
<b>Portfolio:</b>	Housing, Wellbeing, Leisure & Early Intervention
<b>Ward(s) Affected:</b>	All
<b>Purpose of the Report:</b>	To advise members on the recommendations of the recent national review of Disabled Facility Grants, the injection of additional funding, and to seek member approval for three schemes to assist our vulnerable residents.
<b>Recommendations:</b>	Cabinet to agree to allocate the £96,000 recently awarded by the government to support the schemes detailed in this report

## **1. SUMMARY**

- 1.1 The government has increased the funds allocated for Disabled Facility Grants, emphasising the important role they play in keeping people independent and where possible in their own homes.
- 1.2 Through the Better Care Fund, local authorities are being encouraged to be more flexible on how they use the allocated funds to ensure they are addressing need and local priorities and reducing demand on the wider systems.
- 1.3 The report considers the implications for South Norfolk of the recommendations of a recently released national review of Disabled Facility Grants and recommends that the most recent funding allocation be used to support two new initiatives and provide additional funding to maintain a Dementia-focussed scheme.

## **2. BACKGROUND**

- 2.1 Disabled Facility Grants (DFG's) first appeared in the Housing Grants, Construction and Regeneration Act 1989, one of a raft of statutory packages of financial assistance administered by Housing Authorities to help keep homes fit for human habitation and suitable for the people who lived in them. The Housing Act 2004 saw the end of all the statutory housing grants other than the DFG, which has remained basically in its original form since 1996.
- 2.2 Intended to address the disabling features of the home, the grant has been consistently promoted by the Ministry of Housing, Communities and Local Government, Department of Health and the National Health Service as an effective means of keeping people independent, reducing care needs and preventing hospital admissions.
- 2.3 DFG expenditure is part-underwritten by the government. Originally paid in arrears directly to Housing Authorities as a percentage of spend, the allocation shifted to a yearly lump sum. In 2013 the government contribution was included in the Better Care Fund (BCF), a payment made to Unitary and Upper Tier authorities to fund services at the interface between Health and Social Care.
- 2.4 The government's intention of including the DFG in the BCF was to ensure that housing was recognised and included in the wider health and wellbeing discussions and represented at the Health and Wellbeing Boards. In 2015, recognising the contribution DFG's make to the prevention agenda and in enabling care in the home, the government substantially increased DFG funding to Housing Authorities. The government contribution to DFG expenditure in South Norfolk for 2018/19 is £845K compared with £410K in 2014.
- 2.5 In 2018 the government commissioned the University of Bristol to undertake a review of the Disabled Facility Grant; the summary of their report "Disabled Facilities Grant (DFG) and Other Adaptations: External Review" was published in December 2018. The review looked at practice across the country, producing 31 local and national recommendations (see Appendix One).

- 2.6 Coinciding with the publication of the report, the government released an additional DFG allocation directly to Housing Authorities. An additional £96K has allocated to SNC to be spent by 31<sup>st</sup> March 2019.
- 2.7 The South Norfolk Housing Support and Regulation Strategy previously agreed by Cabinet in 2017 provides an overview of the Councils approach to supporting, maintaining, improving and adapting the built housing stock, including details of the support and assistance available for vulnerable residents. This report will provide an addendum to that strategy.

### **3. CURRENT POSITION**

- 3.1 The “Disabled Facilities Grant (DFG) and other Adaptations: External Review Dec 2018 Summary” made 31 recommendations, grouped under themes. In Appendix One the recommendations have been extracted from the review, and after each recommendation the current South Norfolk position has been given.
- 3.2 SNC performs strongly when assessed against the recommendations in the national review. Of the 31 recommendations, 14 require national government intervention; SNC complies with the remaining 17 recommendations.
- 3.3 This position of strength is due to the SNC led review of the Norfolk DFG process and the Norfolk-wide journey of improvement that started in 2011 and continues today. The establishment of Integrated Housing Adaptation Team with common goals and recording is something most two tier authority areas aspire to. The progress and outcome has been consistently recognised nationwide as a model of good practice, most recently by the Centre for Ageing Better.
- 3.4 Success can be put down to the approach being housing authority-led, strong governance and a willingness to collaborate. One of the strengths of the model has been the willingness of individual Integrated Housing Adaptation Teams (IHATs) across Norfolk to take on proof of concept trailblazer roles at district level and then to share that learning as the proven initiatives are rolled out to become business as usual in the other districts. All the IHATs have embraced continuous improvement and common aspirational targets, including 140 working days to complete a grant. Whilst overall our DFG completion times are currently 201 days (compared to a Norfolk average of 243 days), our Gaining Independence Grants, which account for 70% of our schemes are consistently being completed within 90 days.
- 3.5 We continue to focus our attention on the wellbeing of our residents, intervening early to prevent crisis and working collaboratively where crisis has occurred to support reablement and speedy recovery. We are currently undertaking qualitative research to better understand and evaluate the impact of our DFG investment. The information we gather will help better inform our practice; the Regulatory Reform (Housing Assistance England and Wales) Order 2002 provides the mechanism to enable SNC to tailor financial support to help achieve our and our partners priorities.

## 4 MAINTAINING INDEPENDENCE

- 4.1 Our approach to our resident's needs is directed by the SNC Health and Wellbeing Strategy, which has identified the areas where our interventions can make the biggest difference. Excess winter deaths, hospital avoidance & discharge and dementia are three priority areas.
- 4.2 **Excess winter deaths** - there was a large increase in the number of deaths in the winters of 2014/15, 2016/17 and 2017/18. Although respiratory diseases, including flu, are one of the leading contributors to excess winter deaths, there are also more deaths from heart disease, strokes and dementia in the winter months. Low temperature can be a risk to all age groups, but risks are greatest in older people and young children. People with conditions like dementia are also at risk as they may be less aware that they need to change their behaviour to stay warm. Recent winter peaks in mortality have contributed to the slowdown in mortality improvement since 2011.
- 4.3 It is estimated there are 5,272 households living in South Norfolk that are living in fuel poverty. 549 residents aged 65 or over have a longstanding health condition caused by bronchitis and emphysema – predicted to rise to 714 by 2030. The provision of energy efficient heating improves health and wellbeing, promotes recovery and increases disposable income.
- 4.4 **Hospital avoidance and discharge** – South Norfolk leads on the District Direct Hospital Discharge Scheme aimed at speedy and appropriate discharge of people back to their homes. Having proved the concept at the N&NUH the scheme has been replicated at the Queen Elizabeth and James Paget Hospitals and discussions are underway with the Community and Mental Health hospitals.
- 4.5 Ensuring homes are suitable to return to may not always require structural alterations – they may only require temporary measures for support and recuperation, or whilst longer-term needs are fully assessed and understood. This is especially the case where people have had a fall at home or are returning after a stroke or planned hip operation. It is predicted 737 older people a year from South Norfolk will be admitted to hospital following a fall. Readmissions from this group remains pressure for system that could be mitigated with improved postural stability.
- 4.6 **Dementia** – it is estimated that by 2020, 2500 people will be living in South Norfolk with Dementia. At an early stage, the quality of life of both the sufferer and their family can be improved by simple changes to the home environment or the installation of equipment. In 2017 South Norfolk piloted an Adult Social Care funded, Handyperson delivered “Forget Me Not” scheme to prove the concept.

## 5 PROPOSED ACTION

- 5.1 The improvements we have delivered to the DFG process have provided a strong foundation on which to further develop and align our services with partners to help our residents. The additional funding, which must be used to deliver the intended outcomes of the Better Care Fund (BCF), provides a funded opportunity to help address the three priority areas.
- 5.2 **Excess cold** – we propose extending DFG eligible works to include the provision of an energy efficient heating system. This would help ensure that on completion of the DFG works any excess cold issues have been addressed and the grant recipient has a warm home. Guidelines of the proposed “top up” payment are shown in Appendix Two. Homes qualifying for

the Winter Warmth Top Up would have a Category One or Two Excess Cold Hazard.

- 5.3 It is anticipated that approximately £68K of the allocation would be used to fund this work stream, which would be used in conjunction with other schemes such as the Broadland-led “Warm Home Fund” and the Energy Company Obligation schemes as match funding whenever possible.
- 5.4 **Hospital Discharge/Avoidance** – we propose purchasing 25 “Going Home” support packs that would be distributed to Hospital Discharge Teams and Emergency Responders. The packs would be issued on a three-month, non means tested loan basis to enable ongoing care and reablement in the home whilst a longer-term assessment is carried out. A key safe would provide safe access by carers and the contact with the call centre peace of mind. At the end of the three-month period the packs would be collected and recycled. Based on experience elsewhere 25 packs would be provided at a cost of £18K.
- 5.5 As part of the ‘going home’ arrangements further and ongoing support will be delivered through an extension to our wider Care & Repair service. In conjunction with reablement services, clients will be supported to participate in strength and balance building programme adopting a non-medical leisure model - something SNC is well placed to trial through having an in house Leisure service. This approach will particularly benefit clients who for example may have had hip surgery or a stroke with their reablement, helping to minimise function loss, aiding recovery and reducing the risk and significant cost of hospital readmission. Further details are shown in Appendix Three.
- 5.6 **Dementia** – we propose continuing with the previous Forget Me Not package of assistance as outlined in Appendix Four. It is proposed £10K would be allocated for this scheme.

## 6 OTHER OPTIONS

- 6.1 Members could opt to incorporate the additional funding into the general DFG budget where it could fund approximately 16 DFG’s. It is unlikely at this time that those schemes would be approved and completed within the financial year giving rise to a possible claw-back.

## 7 ISSUES AND RISKS

- 7.1 **Resource Implications** – the proposals are fully funded from the government DFG allocation. Resource costs in administering the schemes will be recovered through fee income charged on eligible works. The approximate breakdown of allocated budget is as follows:

<b>Warm Homes Top Up</b>	<b>£68,000</b>
<b>Going Home Support Packs</b>	<b>£18,000</b>
<b>Forget Me Not Grants</b>	<b>£10,000</b>
<b>Total</b>	<b>£96,000</b>

- 7.2 **Legal Implications** – The proposals fall within the flexibility afforded by the Better Care Fund and the Regulatory Reform (Housing Assistance England &

Wales) Order 2002.

- 7.3 **Equality Implications** – the proposals target assistance on the grounds of age, infirmity and disability; positively impacting on those groups. It is not considered necessary to undertake an equality impact assessment in consideration of our Equality Act public sector duty.
- 7.4 **Environmental Impact** – the installation of energy efficiency measures will have a positive impact upon the environment.
- 7.5 **Crime and Disorder**- living in a suitable, warm home will improve wellbeing and confidence making people feel at less risk of being a victim of crime.
- 7.6 **Risks** – are there other risks associated with these proposals and how can these be mitigated?

## **8 CONCLUSION**

- 8.1 The national review of Disabled Facility Grants clearly demonstrates that the improvements South Norfolk has put in place have ensured our processes are ahead of many local authorities and nationally the Council is in a strong position.
- 8.2 The additional funding provides an opportunity to further develop our services and support so that we can continue help our residents and partners in a way that benefits both the individual and the system as a whole.

## **9 RECOMMENDATIONS**

- 9.1 Cabinet to agree to allocate the £96,000 recently awarded by the government to support the schemes detailed in this report

---

### **Background Papers**

Disabled Facilities Grant (DFG) and Other Adaptations: External Review  
South Norfolk Housing Support and Regulation Strategy  
South Norfolk Health and Wellbeing Strategy  
Adapting for Ageing: Good practice and innovation in home adaptations

## Appendix One

Response to the recommendations of the National Review.

The review groups its recommendations under a several themes; after each of the recommendations the current South Norfolk position is given.

### Joining it up – Strategically

1. *A Housing and Health Partnership Board in each area as a requirement of DFG funding with representatives from housing, health and social care.*
  - a. South Norfolk operates the Norfolk Integrated Housing Adaptation Team (IHAT) model, described in more detail in the next theme. Governance is provided by the IHAT Strategic Group. Chaired by a District CEx, the group comprises lead officers from each of the District Councils, Adult Social Care and Public Health. The chair provides the link to the Norfolk CEx group and reports from the Strategic Group are considered by the Health and Wellbeing Board.
2. *Each Better Care Fund/Health & Wellbeing Board to report separately on DFG funding and on a new metric 'the number of people helped to remain independent at home'.*
  - a. This is already collected. Additional metrics collected and considered include start-to-end times of seven stages of the DFG's, Hospital Avoidance and Higher Care step down.
3. *Housing and Health Partnership Boards to have a similar structure to Local Safeguarding Children's Boards.*
  - a. A tested structure is in place - see 1a above
4. *The DFG and Integrated Community Equipment (ICES) budgets to both be in the Better Care Fund (or its successor) to join up DFG services with equipment provision and minor adaptations.*
  - a. The IHAT's have access to the ICES and a protocol in place to ensure the maximum benefit is gained from equipment, both user and financial. District case officers are able to access the equipment store.
5. *A single adaptations policy based on the needs of the locality, reviewed annually and signed off by the Health & Wellbeing Board.*
  - a. An annual locality plan is agreed with the five CCG's and forms part of a Norfolk Better Care Fund submission to the Health and Wellbeing Board.
6. *We need a new name for the grant, the services that provide it and the national advice organisation. That name needs to be used consistently across the country. Disabled and older people, and other professionals, need greater awareness that the grant is available.*

- a. Renaming would be a matter for the Government. The South Norfolk IHAT service is promoted on our website, a national website, Acute & Community Hospitals, Older Persons groups and third sector organisations.

### **Joining it up – operationally**

#### ***7. Integrated teams are essential in all areas to simplify and speed up customer journeys.***

- a. The Norfolk IHAT model was established in 2013. Adult social care Occupational Therapy staff have been embedded in district council housing teams where they deliver and end to end service, seamless in the eyes of the client. Since its introduction, the Norfolk IHAT model been consistently recognised as a model of good practice, most recently by the Centre for Aging Better in October 2018, when it released its national review of good practice.

#### ***8. Better analysis of local need to develop preventative strategies and determine levels of revenue and capital funding.***

- a. Our established Health& Wellbeing team works closely with County and Health Commissioners to analyse unfolding local need to help focus operational measures. We have undertaken targeted interventions i.e Dementia and will continue to look for opportunities to do so.

#### ***9. Single point of access with ‘good conversations’ at the start and people routed down appropriate pathways.***

- a. The IHAT has developed an on-line enquiry form supported by an established “front door” through the Help Hub. A partner agreed customer triage protocol is utilised to prioritise vulnerable clients and ensure an appropriate response.

#### ***10. Regulatory Reform Order (RRO) policies have been developed in around half of local authorities and need to be adopted in all areas to provide more flexible use of the grant.***

- a. South Norfolk has utilised the RRO to develop and introduce a Gaining Independence Grant (fast track DFG), District Direct (Hospital discharge grant) and equipment purchase. Officers have identified the need for three other support packages (see main report)

#### ***11. New decision-making tools to help staff collaborate more effectively and use of 3D design and design centres to communicate better with customers.***

- a. Staff from Adult Social Care, Community Health and Housing who previously would have had to cross refer clients have been trained and accredited to undertake DFG assessments, leading to greater integration

and collaboration. There is currently one design and assessment centre in the Norfolk

*12. Better partnerships with health and care to ensure that ways of 'Making Every Contact Count' work more effectively so people are referred earlier, not at crisis point.*

- a. Building on the partnership arrangements developed through the establishment of the IHAT teams has directly led to other areas where a partnership approach and earlier intervention demonstrably leads to better outcomes for residents and savings to the wider system. IHAT staff have access to housing and social care systems, eliminating double recording. Through District Direct we placed a Housing Officer in the N&NUH discharge team, a scheme now replicated in the other acute hospitals and we are negotiating to extend into the Community Hospitals. Through our Help Hub Community Connectors have Social Prescribers in GP practices.

*13. Transformation funding equivalent to 1% of the DFG budget to enable change to happen across the country.*

- a. This would require a national directive, however as the purpose of including the DFG in the BCF was to promote transformation and collaboration, if authorities have not done this then I am unclear how top slicing 1% from the DFG will achieve this outcome.

#### **Distribution Formula**

*14. That a new allocation formula is established for the next Comprehensive Spending Review and applied incrementally over the implementation period.*

- a. We support this recommendation – existing allocations are based on historical activity and do not reflect current levels of need or activity

*15. Updating the Regulation.*

- a. We support this recommendation.

*16. Subject to what is included in the Social Care Green Paper - the DFG means test aligned with that for social care eligibility, but if not, the existing test of resources updated.*

- a. The social care eligibility criterion is a client needs based approach to determining access to service. The means test is an ability to pay test of financial resources. It is difficult to understand how the two could be aligned without sacrificing an early help approach and creating a post code lottery. The Test of Financial Resources is long overdue for a review.

*17. Stair lifts and palliative care cases removed from means testing entirely.*

- a. The RRO enables a Council to do this.

*18. That the maximum amount of the DFG is raised in line with inflation, with a regional weighting based on building costs and an amount for professional fees.*

- a. This would require a legislative scheme; however, it is unlikely to have a great impact the majority of grants are below £7K.

*19. That risk-share funds are set up to deal with uneven demand for grants, and that very expensive adaptations are jointly funded by housing, health and social care.*

- a. This would require pooling of funds, in our experience at the current time this would be a step too far for health and social care.

*20. That the VAT rules are revisited for major adaptations.*

- a. National clarity on VAT rules would lead to consistency that is currently lacking, creating confusion for contractors and local authorities.

*21. That the guidance is fully revised to reflect new integrated services, the expectations for local authorities and the rights of the disabled person.*

- a. Our current guidance reflects our integrated service and our website is continually reviewed.

*22. That the Services and Charges Order list is updated to include support with moving.*

- a. This enables revenue funding to be used to support a vulnerable person to move to a new home when their current home is unsuitable, this recommendation would enable us to recover our costs.

## **Developing a Market**

*23. A further five-year funding programme for the DFG to improve certainty and enable local authorities to invest in better procurement.*

- a. Schemes approved towards the end of a financial year are often approved on the basis that they will be funded from the following years allocation. A five-year programme would provide re-assurance and confidence when preparing medium term plans.

*24. A national accreditation scheme for builders and tradespeople.*

- a. This would be welcomed but we recognise it would need to be properly resourced.

*25. A smart home starter kit as part of every DFG application.*

- a. We believe there could be better use of technology assisted care however the industry is still at an early development stage as there is uncertainty over the size of the market. It is an area officers are keeping close eye on.

*26. Local authorities and home improvement agencies to provide advice, information, and handyperson services for people outside the DFG.*

- a. SNC currently provide these services, project managing a small number of self or third sector funded schemes each year.

*27. Further research on what people do outside the DFG to encourage more 'future-proofing'.*

- a. We support changes to Building Regulations that make homes more adaptable to the changing needs of the occupants, but we also see the need for more research around barriers to people planning ahead and moving at an earlier age to more suitable accommodation.

### **Tenure, Common Parts & outcomes**

*28. Further work is needed on tenure issues, including the feasibility of a national adaptations protocol for registered providers.*

- a. There are 13 registered providers with stock South Norfolk, a national protocol and database of adapted properties could lead to a more consistent approach and better use of the adapted stock.

*29. More research is also needed on ways to engage with private sector landlords and deliver adaptations more effectively in the private rented stock.*

- a. In our experience the private rented sector is sympathetic to adaptations provided they do not detract from or devalue the property.

*30. Works to common parts should be dealt with by the local Housing and Health Partnership Board rather than in a one-off piecemeal manner using the DFG.*

- a. This has not been an issue in South Norfolk; if it were to be introduced it would require a joint pooling of funds and this has proved to be a contentious subject in Norfolk.

*31. Use of NHS number on all files, data sharing protocols, aligned IT systems and improved local and national reporting.*

- a. SNC uses the NHS number and has data sharing protocols with key partners. IHAT team members can access both the SNC and the Social care databases. The seven IHAT's in Norfolk have a common recording system so can share and compare performance against seven key milestones

## Appendix Two

### WINTER WARMTH TOP UP

<b>DISABLED FACILITY GRANT – WINTER WARMTH TOP UP</b>	
Purpose of assistance	<ul style="list-style-type: none"> <li>To ensure the home of a disabled person has an efficient heating system to enable them to live safely in their own home.</li> </ul>
Maximum Grant top up	<ul style="list-style-type: none"> <li>£8,000</li> <li>The top up will be used in conjunction with ECO funding and any other heating/energy efficiency initiatives that may be available at the time of the application.</li> </ul>
Eligible Persons	<ul style="list-style-type: none"> <li>Any disabled person, as described by the Housing Grants, Construction and Regeneration Act 1996 s. 100, who is in receipt of a Disabled Facility Grant or Gaining Independence Grant.</li> <li>Applicants can be property owners or private sector tenants; some landlords may apply on behalf of tenants.</li> </ul>
Eligible Properties	<ul style="list-style-type: none"> <li>A permanent and legal residence including dwellings, mobile homes or caravans and houseboats.</li> <li>The property must have a category One or Two excess cold hazard</li> </ul>
Relevant Works	<ul style="list-style-type: none"> <li>The cost of a replacement A rated boiler or the installation of a new wet central heating system</li> </ul>
Conditions	<ul style="list-style-type: none"> <li>All conditions pertaining to the Disabled facility Grant and the Gaining Independence Grant will apply in respect of the Warm Home Top Up.</li> </ul>

## Appendix Three

### GOING HOME PACK

HOME FROM HOSPITAL – GOING HOME PACK	
Purpose of assistance	<ul style="list-style-type: none"> <li>• To provide a short-term package of assistance and support to enable a person leaving a hospital or care home to return home</li> <li>• To create a safe and conducive home environment that will aid recovery and reablement</li> <li>• To reduce the likelihood of the person being re-admitted to hospital.</li> <li>• To reduce social isolation</li> </ul>
Cost of package	<ul style="list-style-type: none"> <li>• Approximately £600 per case (tailored to resident needs)</li> </ul>
Eligible Persons	<ul style="list-style-type: none"> <li>• A vulnerable person who has been discharged from a hospital as able to go home and receive care in their home.</li> <li>• A vulnerable person identified as at risk of falls and frailty</li> <li>• Applicants can be property owners or tenants.</li> </ul>
Referral Route	<ul style="list-style-type: none"> <li>• District Direct</li> <li>• Hospital or Community Occupational or Physiotherapist</li> </ul>
Eligible Properties	<ul style="list-style-type: none"> <li>• A permanent and legal residence including dwellings, mobile homes or caravans and houseboats.</li> </ul>
Package contents (as appropriate)	<ul style="list-style-type: none"> <li>• A Sim operated community alarm system</li> <li>• A key safe</li> <li>• A home safety check</li> <li>• Temporary ramping</li> <li>• Fixing of grab-rails</li> <li>• Regular support visit and assistance with reablement and postural stability through an appropriate exercise-based approach</li> </ul>
Conditions	<ul style="list-style-type: none"> <li>• The package will be loaned for a period not exceeding 12 weeks.</li> <li>• At the end of that time the package will be removed and re-cycled.</li> <li>• Package recipients will be assisted to access a community alarm contract and key-safe if required.</li> </ul>

## Appendix Four

### FORGET ME NOT GRANT

FORGET ME NOT GRANT	
Purpose of assistance	<ul style="list-style-type: none"> <li>To assist people living with Dementia and those caring for them in the maintenance of a safe, decent and warm home.</li> <li>To prevent admission to, and aid discharge from hospital or residential care.</li> </ul>
Maximum grant Minimum cost of works	<ul style="list-style-type: none"> <li>£500</li> <li>£50</li> </ul>
Eligible Persons	<ul style="list-style-type: none"> <li>Diagnosis of Dementia or likely diagnosis of dementia</li> </ul>
Referral route	<ul style="list-style-type: none"> <li>GP</li> <li>Primary care Workers</li> <li>Community Care</li> <li>Admiral Nursing Service</li> <li>Self or family referral</li> <li>Other</li> </ul>
Eligible Properties	A permanent and legal residence in South Norfolk district
Eligible Works	<p>Works will include small-scale works following an assessment of the property such as;</p> <ul style="list-style-type: none"> <li>Additional lightning in the home</li> <li>Decorating in such a way to provide contrast to the walls and skirting boards</li> <li>Adding signage to rooms and cupboard doors</li> <li>Removing and installing client funded glass fronted cupboard doors</li> <li>Fitting memory cues, photos frames to the wall, clocks and notice boards</li> <li>Essential repairs to remedy category one hazards</li> <li>Essential minor improvements and adaptations</li> <li>Home Safety and Security</li> <li>Energy Efficiency measures where alternative home energy assistance is unavailable</li> <li>Works to prevent unreasonable delay to the release of a patient from primary care</li> <li>Works to prevent a relevant person being admitted to primary care</li> </ul>
Delivery mechanism	The Dementia Friendly Home is coordinated through the Care & Repair Home Improvement Agency using Dementia Friendly Handypersons
Conditions	<ul style="list-style-type: none"> <li>Must have lived in the relevant property for 12 months at the time of the initial enquiry and intend to remain in occupation for 5 years</li> <li>The grant will not be used to effect repairs/works that are the responsibility of a private or social landlord</li> <li>The grant will not be used to effect repairs/works/adaptations that can be funded through other means such as Disabled Facilities Grants.</li> </ul>

## **2019-20 Council Tax Support Scheme**

**Report Author(s):**

Richard Dunsire  
Housing and Benefit Manager  
01508 533620  
rdunsire@s-norfolk.gov.uk

**Portfolio:**

Housing, Wellbeing, Leisure and Early Intervention

**Ward(s) Affected:**

All

**Purpose of the Report:**

This report details the Council Tax Support Scheme proposal for the financial year 2019/20. Following consultation, it is proposed that the scheme stays the same as the current financial year.

**Recommendation:**

Cabinet to recommend to Council that it keeps the Council Tax Support Scheme in its current form for a further 12 months

## **1. SUMMARY**

- 1.1** The Council operates a Council Tax Support scheme to ensure we support residents who would otherwise struggle with finances. The scheme protects pensioners but also ensures work pays for working age people and we support people with disabilities.

## **2. BACKGROUND**

- 2.1** The Local Government Finance Act 2012 requires local governments to present their proposed Council Tax Support scheme to members, which provides an opportunity for member and resident involvement in any amendments proposed.
- 2.2** As there are no amendments to the current scheme there was not a statutory need to consult residents. However, we still felt consultation was good practice and therefore a two-week consultation was completed in December 2018.

## **3. CURRENT POSITION / FINDINGS**

- 3.1** The scheme remains fit for purpose with total reduction of £6,351,131 being paid last year. Total cost to the council in lost revenue amounts to £533,495.00. With this funding we were able to help 18,204 people in total throughout the year, with 7,017 residents currently claiming.
- 3.2** Key ethos of the scheme fits to the Councils approach by making sure that those who can work gain an advantage of doing so and are not unreasonably penalised when additional hours are obtained, whilst also making sure those who need help receive full entitlement until they find themselves in a better position.
- 3.3** We did not receive any negative feedback from the consultation, with regard to the current scheme. We therefore conclude that residents remain content with their scheme.

## **4. PROPOSED ACTION**

- 4.1** To keep the Council Tax Support scheme in its current form for a further 12 months. As the scheme is remaining in its current form we do not anticipate any issues being raised.
- 4.2** Members were consulted through the Housing, Wellbeing, Leisure and Early Intervention policy committee on the 28<sup>th</sup> November 2018 agreed that the scheme remained fit for purpose for a further 12 months and remained encouraged by the number of people the scheme could help whilst also making sure work pays.

## **5. ISSUES AND RISKS**

- 5.1** Resource Implications – There are no resource implications
- 5.2** Legal Implications – Failure to consult and obtain agreement with the proposed action would be a breach of the Local Government Finance Act 2012.
- 5.3** Equality Implications – There are no additional equality implications as the scheme will remain unchanged.
- 5.4** Environmental Impact – There are no environmental implications
- 5.5** Crime and Disorder - The proposal will not impact on crime and disorder.
- 5.6** Risks – There are no foreseeable risks arising from this approach

## **6. RECOMMENDATION**

- 6.1** Cabinet to recommend to Council that it keeps the Council Tax Support Scheme in its current form for a further 12 months.

---

### **Background Papers**

Council Tax Support Scheme

<https://www.south-norfolk.gov.uk/sites/default/files/Council%20Tax%20Support%20scheme%20detail%202017-18%20%282%29.pdf>

## CABINET CORE AGENDA 2019

	<b>Decisions: Key, Policy, Operational</b>	<b>Key Decision/Item</b>	<b>Lead Officer</b>	<b>Cabinet Member</b>	<b>Exempt Y/N</b>
<b>Council 10 December</b>					
<b>7 Jan 2019</b>	O	Disabled Facilities Grants	T Cooke	Y Bendle	N
	O	Medium Term Financial Plan – Impact of LG Settlement	M Fernandez Graham	M Edney	N
	O	Council Tax Support Scheme	R Dunsire	Y Bendle	N
	O	Greater Norwich Five Year Investment Plan	D Lorimer	J Fuller	N
<b>Special Council 14 January 2019</b>					
<b>4 Feb</b>	O	Performance, Risks, Revenue and Capital Budget Position Report for Quarter Three 2018/19	E Pepper/M Fernandez-Graham/ E Goddard	M Edney	N
	K	2019/20 Business Plan	E Pepper	M Edney	N
	O	Budget Consultation 2019/20	J Brown	M Edney	N
	K	Revenue Budget, Capital Programme and Council Tax 2019/20	M Fernandez-Graham	M Edney	N
	K	Treasury Management and Capital Strategy 1 April 2019 to 31 March 2022	M Fernandez-Graham	M Edney	N
	K	Waste Re-optimisation	D Lorimer	K Kiddie	N
	O	Empty Properties	S Bessey	Y Bendle	V
	O	Council Tax Care Leavers Discount	S Bessey	Y Bendle	N
<b>Council 18 February 2019</b>					
<b>25 Mar</b>					
<b>Council 22 May 2019</b>					
<b>10 June</b>					

Key decisions are those which result in income, expenditure or savings with a gross full year effect of £100,000 or 10% of the Council's net portfolio budget whichever is the greater which has not been included in the relevant portfolio budget, or are significant (e.g. in environmental, physical, social or economic) in terms of its effect on the communities living or working in an area comprising two or more electoral divisions in the area of the local authority.