

CABINET

Minutes of a meeting of the Cabinet of South Norfolk District Council held at South Norfolk House, Long Stratton on Monday 23 July 2018 at 10.00 am.

Members Present:

Cabinet: Councillors J Fuller (Chairman), Y Bendle, M Edney and K Mason Billig

Apologies: Councillors L Neal and B Stone

Non-Appointed: Councillors F Ellis, N Legg, T Lewis , G Minshull and J Wilby

Officers in Attendance: The Chief Executive (S Dinneen), the Director of Communities and Wellbeing (J Sutterby), the Head of Business Transformation (H Ralph), the Head of Governance (E Hodds), the Accountancy Manager (M Fernandez-Graham) the Commercial Property Manager (D Seaton), the Healthy Living Manager (S Cayford), and the Business Improvement Lead (E Pepper)

2651 MINUTES

The minutes of the meetings held Monday 11 June and Monday 2 July 2018, were confirmed as correct records, and signed by the Chairman.

2652 PERFORMANCE, RISKS, REVENUE AND CAPITAL BUDGET POSITION REPORT FOR QUARTER ONE 2018/19

The Subject of the Decision

Members considered the report of the Accountancy Manager, the Senior Governance Officer, and the Business Improvement Lead, which detailed the Council's performance against strategic measures, risk position and the revenue and capital position, for the first quarter of 2018/19.

The Accountancy Manager explained that owing to the timing of the Cabinet meeting, the analysis of budgets covered a two month period, April 18 to end of May 18 (not the full quarter), adding that initial June figures were consistent with the previous two months. Members noted that there was a positive variance on the revenue budget of £604K, with positive variances in both pay and non-pay budgets. The Accountancy Manager stressed that over a third of the positive variance on the non-pay budget reflected the fact that the Council had not yet needed to borrow externally, and had therefore not spent anything on interest payments. With regard to the Capital Programme, members were advised that expenditure to the end of May was £7.069 million, compared to a budget of £7.096.

Regarding risk, the Business Improvement Lead explained that at present, all risk factors were positive, indicating that the Council was proactively managing risk, and capable of managing opportunities as they were identified. In response to a query, the Chief Executive confirmed that the Collaboration with Broadland would be added to the strategic risk register, now that a council decision had been made to proceed with the collaboration arrangements.

The Business Improvement Lead then drew members' attention to key areas of performance, across all the Council's priorities, and explained that overall performance had been very positive. Discussion followed and reference was made to performance measure HE 1601, the % increase in leisure centre membership, which had fallen short of the anticipated target by 1.1%. Cabinet agreed that as the membership at leisure centres had already increased significantly, the end of year target might be difficult to achieve, and reference was made to other important areas, such as the swim schools, where membership continued to increase.

Discussion followed with regard to affordable housing, and members noted that properties acquired by Big Sky Property Management Ltd, enabled the Council to provide affordable homes in areas that needed it the most. In response to a query regarding the 149 homes provided through Help to Buy, members noted this was a government scheme and that these were included in the overall figure of 230, as stipulated in the government definition for this national measure.

The Decision

RESOLVED: To note:

- a) the 2018/19 performance for the quarter and the combined efforts across the Directorates to deliver the vision of the Council (detail contained in Appendix 1).

- b) the current position with respect to risks and accepts the actions to support risk mitigation (detail contained in Appendix 2).
- c) the capital and revenue position for the period 1 April to 31 May 2018, and the reason for the variances on the General Fund (detail contained in Appendix 3).

The Reasons for the Decision

To ensure processes are in place to improve performance, that the management of risks is sound, and that budgets are managed effectively.

Other Options Considered

None.

2653 GUIDELINES FOR RECREATION PROVISION IN NEW RESIDENTIAL DEVELOPMENTS SUPPLEMENTARY PLANNING DOCUMENT (SPD) REVISED DRAFT FOR ADOPTION

The Subject of the Decision

Members considered the report of the Interim Joint Spatial Planning Manager, which presented Cabinet with the revised draft Guidelines for Recreation Provision in New Residential Development Supplementary Planning Document (SPD).

The Senior Planning Officer outlined the key issues arising from the report. Members noted that the consultation on the second draft SPD had run for four weeks during May/June, and comments had been received from a number of interested parties. Where appropriate, amendments had been made, with the most significant change being made to the grass cutting maintenance figure, which had been brought in line with figures used both in recent agreements with developers, and by comparable authorities, including Broadland.

During discussion, members suggested that the document needed to indicate more clearly that calculations for the costs of grass cutting were based on areas of per m². On a more general point, it was suggested that it would be helpful for members to know Broadland's position, when making future policy decisions.

The Decision

RESOLVED: 1. To note the representations received on the second draft Guidelines for Recreation Provision in New Residential Developments Supplementary Planning Document (SPD) and agree the Council's proposed responses, as set out in Appendix (ii) of the Public Participation Statement (Appendix E);

2. **TO RECOMMEND THAT COUNCIL** adopts the SPD, attached at Appendix A of the report, subject to minor amendment.

The Reasons for the Decision

To ensure that the document reflects current Council policy on adoption and maintenance, refers to current Local Plan policy and gives guidance on new recommended design standards.

Other Options Considered

None

2654 SOUTH NORFOLK HEALTH AND WELLBEING BOARD STRATEGY

The Subject of the Decision

Members considered the report of the Healthy Living Manager, which presented Cabinet with the updated South Norfolk Health and Wellbeing Strategy.

Cllr Y Bendle commended the Strategy to members, and thanked all staff who had been involved in its production, explaining that staff in all services had been engaged in its formation. She drew attention to the Strategy's four key areas of focus; Activity and Healthy Living, Employment and Aspirations, Falls and Frailty, and Mental Health, explaining that there were many factors that impacted upon health and quality of life.

The Healthy Living Manager presented her report, referring to the need to focus attention and resources on those communities who needed it the most, and the shift towards an organisational approach. She stressed that collaboration was key to delivery and the need to embed the health and wellbeing priority areas across the organisation as a whole.

During discussion, the Chairman referred to the Council's most recent peer review which focussed on the need for the Council to evidence outcomes on health and wellbeing, and he suggested that this needed to be more evident within the Strategy. The Chief Executive drew attention to the Council's changing role in Health and Wellbeing, and how this had shifted to a more organisational and preventative approach. She stressed the need to evidence this in the Strategy, and the need to identify where the best outcomes were being achieved. Members noted the difficulties in calculating, in monetary terms, the savings and benefits delivered through health and wellbeing achievements, however, noted that the newly appointed Evaluation and Monitoring Project Officer was starting to look at ways in which the service could be costed. It was suggested that it could take a whole generation before the true impact of the Council's approach to health and wellbeing could be recognised.

The Director of Communities and Wellbeing agreed that the Strategy could be amended to include information on costs and benefits, to residents and the wider sector.

The Decision

- RESOLVED:**
1. To approve the Health and Wellbeing Strategy, subject to minor additions, to include information regarding cost benefits to the wider sector, and the Council's shift towards a preventative approach;
 2. To delegate changes to the Strategy to the Director of Communities and Wellbeing, in consultation with the Portfolio Holder for Health, Wellbeing, Leisure and Early Intervention.

The Reasons for the Decision

To improve the health and wellbeing of residents, in line with the Council's priorities.
To ensure that the Strategy evidences outcomes, including those in the wider sector.

Other Options Considered

None

2655 CABINET CORE AGENDA

The Chairman referred members to the latest version of the Cabinet Core Agenda. He suggested that a special meeting of the Cabinet would be required in October to consider the Greater Norwich Local Plan Consultation on additional sites.

Cllr G Minshull raised the issue of the consultation from the Police and Crime Commissioner, regarding the future governance of the Norfolk Fire and Rescue Service. The Head of Governance explained that details of a member-run workshop would be confirmed shortly.

2656 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 item 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)

**2657 URGENT ITEM - COMMERCIAL PROPERTY (INVESTMENT PORTFOLIO)
PROPOSED SURRENDER OF EXISTING LEASE AND GRANT OF NEW 125 YEAR LEASE TO EXISTING TENANT**

The Subject of the Decision

The Chairman explained that he had accepted the report as an urgent item, as any delay for the tenant could hold up the investment needed to take advantage of an opportunity which they were seeking to exploit.

The Commercial Property Manager outlined the salient points of his *exempt* report, to members, regarding the surrender of an existing lease on a commercial property, and the granting of a new modern ground lease. He drew attention to the key terms of the new lease, as outlined in paragraph 4.2 of the report.

Members expressed their support for the proposals, noting that it was in both parties' interests to renegotiate the existing lease; it would allow the existing tenant to improve security for their investment plans, whilst providing an increased income to the Council.

The Decision

RESOLVED: To approve the proposed lease, as outlined in paragraph 4 of the report.

The Reasons for the Decision

To ensure an increased income for the Council, whilst supporting the tenant's ability to expand the business.

Other Options Considered

- Do nothing
- Sell the freehold

(The meeting concluded at 9.59 am)

Chairman