

Regulation and Planning Policy Committee

Agenda

Members of the Regulation and Planning Policy Committee:

Cllr F Ellis (Chairman)
Cllr J Halls
Cllr W Kemp
Cllr J Savage
Cllr V Thomson

Cllr B Duffin (Vice Chairman)
Cllr P Hardy
Cllr S Nuri-Nixon
Cllr T Spruce

Date & Time:

Friday 16 September 2022
2.00pm

Place:

Council Chamber, South Norfolk House, Cygnet Court, Long Stratton, Norwich, NR15 2XE

Contact:

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Email: committee.snc@southnorfolkandbroadland.gov.uk
Website: www.southnorfolkandbroadland.gov.uk

PUBLIC ATTENDANCE:

If a member of the public would like to speak on an agenda item, please email your request to committee.snc@southnorfolkandbroadland.gov.uk, no later than 5.00pm on Tuesday 13 September 2022.

Large print version can be made available

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

AGENDA

1. To report apologies for absence and to identify substitute members;
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 form and flow chart attached – page 3)
4. Minutes of the meeting of the Regulation and Planning Policy Committee held on Tuesday 21 June 2022;
(attached – page 5)
5. Update of the South Norfolk Local Development Scheme;
(report to follow)

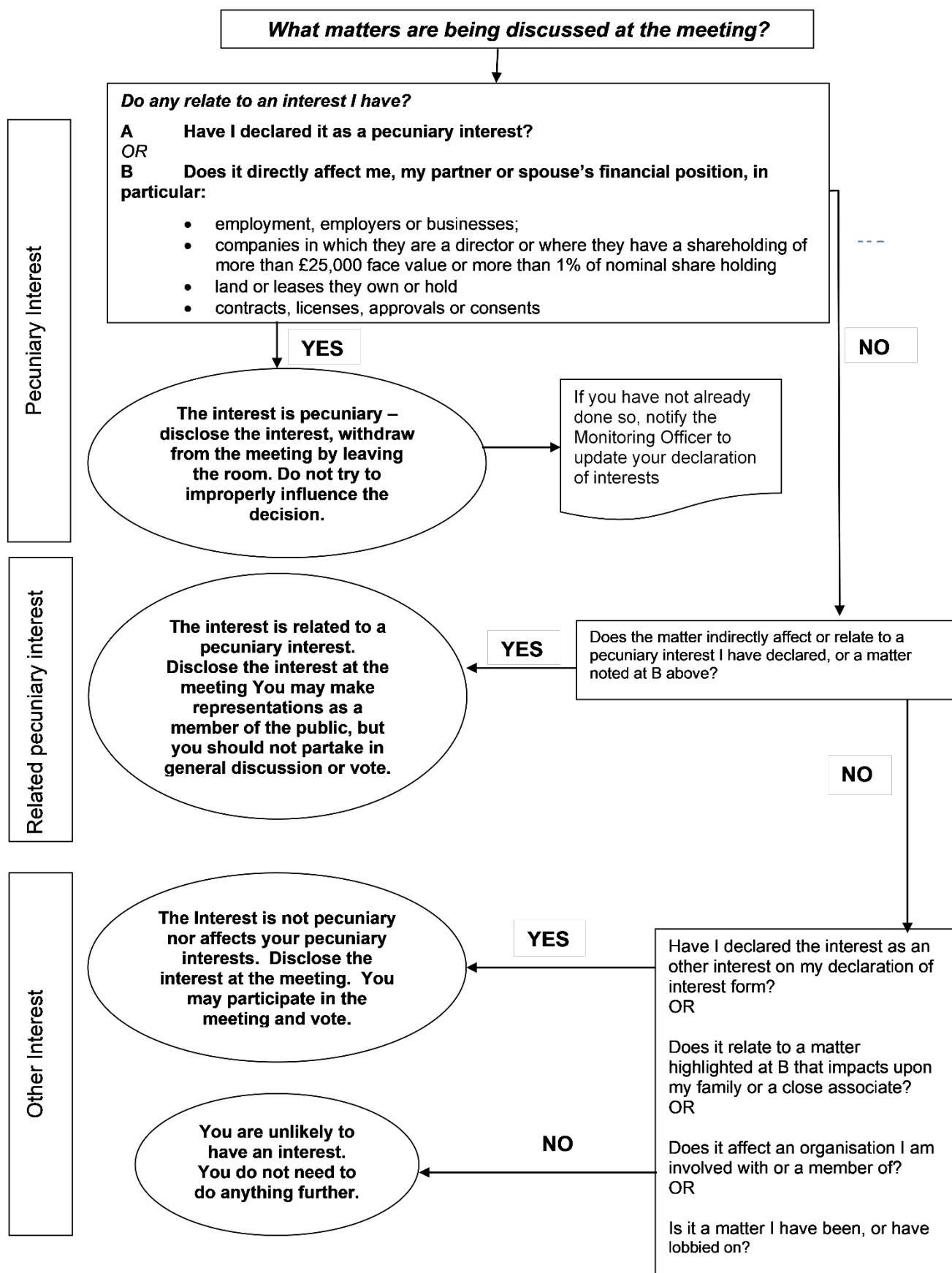
DECLARATIONS OF INTEREST AT MEETINGS

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.

<p>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.</p>
<p>Does the interest directly:</p> <ol style="list-style-type: none"> 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 <p>If the answer is "yes" to any of the above, it is likely to be pecuniary.</p> <p>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.</p>
<p>Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?</p> <p>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 you should not partake in general discussion or vote.</p>
<p>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.</p>
<p>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.</p>

**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



Agenda Item: 4

REGULATION AND PLANNING POLICY COMMITTEE

Minutes of a meeting of the Regulation and Planning Policy Committee of South Norfolk District Council held on Tuesday 21 June 2022 at 10am.

Committee Members Present: Councillors: F Ellis (Chairman), B Duffin, P Hardy, W Kemp, J Savage, T Spruce and V Thomson

Apologies for Absence: Councillors: J Halls and S Nuri-Nixon

Officers in Attendance: The Assistant Director for Regulatory (N Howard), the Environment Protection Manager (A Grimley) and the Democratic Services Officer (J Hammond)

100 APOLOGIES FOR ABSENCE

Apologies were received from Cllr J Halls and Cllr S Nuri-Nixon.

101 DECLARATIONS OF INTEREST

No declarations of interest were made.

102 MINUTES

The minutes of the meeting of the Regulation and Planning Policy Committee held on Wednesday 30 March 2022 were confirmed as a correct record.

103 REGULATORY ENFORCEMENT POLICY

The Assistant Director for Regulatory introduced the report and outlined the key principles for the new overarching Enforcement Policy, the aim of which was to cover all the key areas to ensure legislation was followed for all general enforcement issues. Specific areas of legislation individual to each area, for example planning or food hygiene, would then be dealt with by specific, thematic, detailed policies.

The Environmental Protection Manager advised members that officers had gathered good practice from a wide range of places when drafting the policy and explained that the advantages of separating the overarching enforcement policy and the thematic enforcement policies into separate documents were as follows:

- It was simpler to administer and update each policy without adverse effect on the others.
- It encouraged a helpful focus on the key considerations applicable to a particular area when enforcement policy questions arose and
- During challenges and legal proceedings, technicalities could focus on policy wording, and it was therefore helpful to keep policy documents tightly focussed.

Members were advised that over the last 12 months the Environment Enforcement Service had received:

- 1650 service requests, of which 80% were resolved using early intervention methods
- 23 warnings had been served
- 3 notices served
- 5 follow-up notices served
- 4 fly tipping prosecutions made

Members noted that it was proposed that South Norfolk Council and Broadland District Council shared a common set of enforcement policy provisions, and it was queried whether there were any reasons why this could not or should not be achieved. The Environmental Protection Manager explained that a shared enforcement policy was recommended by officers because, from a regulatory and enforcement services perspective, both districts shared similar characteristics, profiles of regulatory non-compliance and offending, and enforcement requirements. Additionally, no significant enforcement policy distinctions or special requirements had been identified that would affect the adoption of the proposed overarching enforcement policy. He then stressed that it was for each of the Councils to decide whether the new regulatory enforcement policy should be adopted.

A number of members expressed the belief that a common policy shared with Broadland District Council would greatly benefit both the residents and businesses within the district and officers.

After concerns were raised over the possibility of the overarching policy and thematic sub-policies conflicting each other, the Assistant Director for Regulatory assured the Committee that this would not be the case, he explained that the overarching policy would outline the broad enforcement policy framework and set out the Council's broad policy statements for investigation and robust enforcement. Whilst the individual thematic sub-

policies would contain detailed considerations in individual area regulation, including decision-making thresholds, criteria for specific powers and areas of legislation.

After further detailed discussion, it was unanimously

RESOLVED

That Cabinet recommends that Council agrees the adoption of the proposed overarching Enforcement Policy at Appendix 2 to replace the existing enforcement policy.

(The meeting concluded at 10:35am)

Chairman