NORWICH
City Council

MINUTES

**CABINET**

**17:30 to 18:05** **29 September 2015**

**Present:** Councillors Waters (chair), Harris (vice chair), Bremner, Driver, Kendrick, Stonard and Thomas (Va)

**Also present:** Councillors Boswell and Wright

## 1. Apologies

No apologies were received.

## 2. Declarations of interest

There were no declarations of interest.

## 3. Borrowing authorisation agreement to use future community infrastructure levy revenues to support delivery of strategic infrastructure including the Norwich northern distributor road

The leader of the council presented the report. He clarified that it did not re-open the debate surrounding support for the Norwich northern distributor road, but rather illustrated the related funding structures. He added that the Community Infrastructure Levy monies are only available to be spent on infrastructure funds, meaning that council revenue and capital budgets remain unaffected.

**RESOLVED** to:

1) recommend council to make the necessary provision for repayment of borrowing associated with the delivery of the Norwich Northern Distributor Road project, using Community Infrastructure Levy revenues; and,

2) enter into the borrowing draw down agreement to use Community Infrastructure Levy revenues to fund costs associated with the delivery of strategic infrastructure projects, including provision for repayment of borrowing associated with the Norwich Northern Distributor Road project as detailed in schedule 2 of the agreement.

CHAIR

NORWICH City Council

MINUTES

# CABINET

**17:30 to 19:25** **7 October 2015**

**Present:** Councillors Waters (chair), Harris (vice chair), Bremner, Driver, Kendrick, Stonard and Thomas (Va)

**Also present:** Councillors Haynes and Lubbock

## 1. PUBLIC QUESTIONS / PETITIONS

No public questions or petitions were received.

## 2. DECLARATIONS OF INTEREST

There were two declarations of interest.

Councillor Gail Harris declared an 'other' interest in item 4 (Greater Norwich Growth Programme) as a director of the Whitlingham Charitable Trust.

Councillor Bert Bremner declared an 'other' interest in item 17 (Loan to a third party) as a director of the Norwich Preservation Trust.

## 3. MINUTES

**RESOLVED** to agree the accuracy of the minutes of the meetings held on 9 September 2015.

## 4. GREATER NORWICH GROWTH PROGRAMME

The chair presented the report. Councillor Kendrick explained that many positives had come from meetings regarding the growth programme. He provided a brief summary of the project and explained that Norwich City Council had achieved very positive outcomes from this project.

**RESOLVED** to:

a) approve the projects recommended for inclusion in the 2016-7 Annual Growth Programme and commit £2.52M from the pooled Infrastructure Investment Fund towards these projects;

b) approve in principle projects (brought forward in the 2016-7 business plans) for inclusion in the 2017-8 Growth Programme and commit in principle £1,025M from the pooled Infrastructure Investment Fund towards these projects; and,

c) approve the inclusion of the city council projects in the draft 2016-7 capital programme.

## 5. AIR QUALITY ACTION PLAN - KEY DECISION

The cabinet member for environment and sustainable development presented the report, clarifying the area covered by the plan.

In response to a member's question, the head of city development services explained that environmental standards in relation to bus companies were to be enforced by traffic commissioners. The aim was to move towards all buses achieving a Euro 5 standard. He added that funding opportunities were available to assist with retrofitting technologies to achieve this. He added that engine switch-off in areas such as Castle Meadow would be enforced by civil enforcement officers if necessary. He added that plenty of engagement would take place with bus companies to encourage switching off to take place without the need for enforcement.

Concerns were raised regarding smaller bus companies with older vehicles potentially not meeting the required environmental standards due to the use of such vehicles.

**RESOLVED** to approve the *City of Norwich air quality action plan*.

## 6. HOME OPTIONS ALLOCATION POLICY REFRESH

The portfolio holder for housing and wellbeing presented the report, adding that consultation responses have been overwhelmingly supportive.

**RESOLVED** to approve the adoption of an updated Home Options allocation policy.

## 7. DEVOLUTION IN THE NEW ANGLIA AREA

The leader of the council presented the report and highlighted the wider, national picture of devolution. In response to a member's question, he explained that it was felt that the Norfolk and Suffolk area was too large to have a single elected mayor and as such the idea had been rejected.

**RESOLVED** to follow up work on the initial expression of interest undertaken with partners across the Norfolk and Suffolk area to maximise the opportunity presented by the government's commitment to devolution, providing a potential opportunity for

the transfer of resources, powers and accountability from central government to local government.

## 8. REVENUE BUDGET MONITORING 2015-16 PERIOD 5

The cabinet member for resources and income generation presented the report.

**RESOLVED** to:

a) note the financial position as at 31 August 2015 and the forecast outturn 2015-16;

b) approve the virement of £240k excess budget from Finance with £118k vired to Neighbourhood Housing to correct budget and the remaining £122k vired to the contingency budget within Business Relationship Management; and,

c) approve the allocation of £101k of New Burdens funding given to support the Local Council Tax Scheme (£46k) and Welfare Reform (£55k) to LGSS budgets for Revenues and Benefits

## 9. USE OF RIGHT TO BUY ONE FOR ONE RECEIPTS - KEY DECISION

The cabinet member for resources and income generation presented the report.

**RESOLVED** to:

a) apply right to buy one for one receipts to:

   i) spend first on the council's own Housing capital programme; and

   ii) where we do not expect to be able to spend in full will seek to pass the remainder to registered providers (RPs) to develop social rented housing as a first priority and affordable rented housing where this is not possible.

b) agree the criteria for assessing any future schemes for grant to Registered Providers from RTB one for one receipts.

## 10. PROPOSED VARIATIONS TO CAR PARK FEES AND CHARGES

The portfolio holder for environment and sustainable development presented the report.

**RESOLVED** to approve the revised car park fees and charges to take effect from 16 November 2015.

## 11. LOCAL PLAN IMPLEMENTATION ISSUES RESULTING FROM THE HOUSING STANDARDS REVIEW

The portfolio holder for environment and sustainable development presented the report.

**RESOLVED** to approve use of the revised:

a) Greater Norwich Water Efficiency Advice Note; and,

b) the Norwich only information notes on Internal Space Standards and Accessible and Adaptable dwellings, to aid implementation of the Norwich local plan.

## 12. OPEN SPACE AND PLAY SUPPLEMENTARY PLANNING DOCUMENT – ADOPTION

The cabinet member for environment and sustainable development presented the report. In response to a member's question, the executive head of strategy, people and neighbourhoods explained that an open consultation had been fully available online for all interested parties in addition to those specifically listed on the report.

**RESOLVED** to adopt the *Open space and play supplementary planning document* in accordance with regulation 14 of the Town and Country Planning (Local development) (England) Regulations 2012.

## 13. AWARD OF CONTRACT FOR LOFT AND CAVITY WALL INSULATION FOR SOCIAL HOUSING PROPERTIES - KEY DECISION

The cabinet member for housing and well-being presented the report.

**RESOLVED**

To:

a) award a contract for the installation of loft and cavity wall insulation to council owned homes to Aran Services Ltd; and,

b) commit to spend £300,000 on the installation of loft and cavity insulation to council owned homes.

## 14. HOUSING DEVELOPMENT COMPANY- FINANCE AND LAND FOR THREE SCORE PHASE 2 - KEY DECISION

The cabinet member for resources and income generation are presented the report.

**RESOLVED**

To:

a) transfer the land for Three Score phase 2 to the proposed housing development company at full market value;

b) enter into a loan agreement with the proposed housing development company; and,

c) enter into a service level agreement (SLA) with the proposed housing development company to provide staffing resource for the company.

## 15. EXCLUSION OF THE PUBLIC

**RESOLVED** to exclude the public from the meeting during consideration items *16 to *20 (below) on the grounds contained in the relevant paragraphs of Schedule 12A of the Local Government Act 1972 (as amended).

## *16. HOUSING DEVELOPMENT COMPANY- FINANCE AND LAND FOR THREE SCORE PHASE 2 APPENDICES

The cabinet member for resources and income generation presented the report. The city growth and development manager explained that a cautious scenario testing had been used and it was likely that in reality costs for the build would be reduced.

**RESOLVED** to note the exempt appendices regarding transferring land and financing the housing development company to enable the development of Three Score phase 2 and their impact on the main report.

## *17. LOAN TO A THIRD PARTY

The cabinet member for resources and income generation presented the report, adding that he felt it was important to provide the funding to allow a number of projects to continue.

**RESOLVED**

To approve:

a) the granting of a loan of £150,000 to the Norwich Preservation Trust, secured against the Trust's property portfolio; whilst at the same time ending the current loans totalling £17,750; and,

b) the use of £132,250 from the "Asset investment from income" budget within the capital programme to fund the increase in amounts loaned to the Trust.

## *18. DRAFT BLUEPRINT AND TRANSFORMATION PROGRAMME

The leader of the council presented the report.

**RESOLVED**

To agree:

a) that further work is carried out on the draft new blueprint and the income and savings options within the transformation programme;

b) the overall approach to engagement and consultation and delegate authority to the executive head of customers, communications and culture to agree the core consultation document in liaison with the leader of the council; and,

c) to delegate authority to the executive head of strategy, people and neighbourhoods to agree the outcomes from the staffing consultations in liaison with the leader of the council.

## *19. REVIEW OF THE NEIGHBOURHOOD MODEL AND SERVICES

The cabinet member for neighbourhoods and community safety presented the report.

**RESOLVED** to:-

agree to:

a) develop, through co-production with communities, members and partners, what a successful neighbourhood is, in the new reduced funding context;

b) put in place a more integrated process for neighbourhood investment and delivery planning;

c) develop through a process of testing and piloting a detailed programme of community enabling, based on an appreciative approach, to encourage greater self-sufficiency and self-service amongst those citizens who are able to;

d) review the skills and roles within the council's community engagement team and reshape accordingly, as part of establishing a new neighbourhood and community enabling team;

e) put in place a community asset transfer process to give communities the opportunity to take over community assets;

f) develop and promote a volunteer programme for citizens who wish to help the council with key activities;

g) commission some external support to work with the political groups to consider the future role of the ward member and what support and learning and development may be required;

h) review and streamline operational processes in the neighbourhood services, supported by mobile working, to realise efficiency savings;

i) realise savings and better co-location of council services and those of partners by rationalising neighbourhood office accommodation in line with the council's accommodation strategy;

j) develop a bespoke learning and develop programme for officers and members to support this work;

k) consult Unison and affected employees on the proposed management and organisational structure changes outlined in the report;

l) develop a detailed two and a half year plan of change to implement the above recommendations, informed by testing and piloting of approaches and subsequent consideration by Scrutiny Committee etc.;

m) delegate authority to the Executive head of strategy, people and neighbourhoods, in liaison with the portfolio holder for, to make the necessary changes to implement the above recommendations, including the final employee structures following consultation, as part of the plan of change; and,

n) bring further reports to Cabinet if any significant changes are proposed to the recommendations above through the testing and piloting of approaches or consideration by Scrutiny Committee.

## *20. LAND TO BE DEVELOPED FOR THE AFFORDABLE HOMES PROGRAMME – KEY DECISION

The cabinet member for environment and sustainable development presented the report. In response to a member's question, the executive head of strategy, people and neighbourhoods explained that at this stage the position of the sites was not public knowledge due to the ongoing commercial tendering process. He added that members were only being asked to agree the tendering process itself and explained that a full consultation would take place further down the line.

**RESOLVED**

to:

a) agree to the disposal, via a tendering process, of 21 sites to RPs for the development of affordable housing as set out in appendix 1 of this report; and,

b) resolve in accordance with section 122 of the Local Government Act (1972) that the sites identified within appendix 1 of this report be appropriated for planning purposes, as defined in section 226 of the Town and Country Planning Act (1990) as they are no longer required for the use for which they are currently held.

CHAIR