NORWICH
City Council

Council

Members of the council are hereby summoned to attend the meeting of the council to be held in the council chamber, City Hall, St Peters Street, Norwich, NR2 1NH on

Tuesday, 27 September 2016

19:30

Agenda

		Pages
1	**Lord Mayor's announcements**	
2	**Declarations of interest** (Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)	
3	**Questions from the public**	
4	**Petitions**	
5	**Minutes of the meeting held on 19 July 2016** **Purpose** - to agree the accuracy of the minutes of the council meeting held on 19 July 2016	**7 - 52**
6	**Questions to cabinet members / committee chairs** (A printed copy of the questions and replies will be available at the meeting)	
7	**Treasury Management full year review 2015-16** **Purpose** - This report sets out the Treasury Management performance for the year to 31 March 2016	**53 - 68**
8	**Four year financial sustainability plan**	**69 - 86**

Purpose - To propose for approval the draft four year financial sustainability plan to meet the requirements of the four year efficiency plan and flexible use of capital receipts strategy

9 Adoption of a new, single byelaw consolidating existing acupuncture, tattooing, semi-permanent skin-colouring, cosmetic piercing and electrolysis regulations **87 - 96**

Purpose - To seek approval for the adoption of a single consolidated byelaw to replace the existing three byelaws, adopted in 1986 that regulate acupuncture, tattooing, ear piercing and electrolysis

10 Motion - Reducing single-use plastic (SUP) use in Norwich

According to recent research, eight million metric tons of plastic waste ends up in the world's oceans each year, endangering marine life. There is also a growing understanding of the risks posed to human health by toxic chemicals present in plastics.

Six months after the introduction of the 5p bag charge, use of single-use plastic bags had already dropped by 85%, while the TV programme Hugh's War on Waste has raised public awareness of the problems of our throwaway culture. It is time for Norwich to take a lead on this issue.

Council **RESOLVES** to ask cabinet to:

1. develop a robust strategy to make Norwich City Council a 'single-use-plastic-free' authority by the end of 2017 and encourage the city's institutions, businesses and citizens to adopt similar measures;

2. end the sale and provision of SUP products such as bottles, cups, cutlery and drinking straws in council buildings;

3. encourage traders on Norwich Market to sell re-usable containers and invite customers to bring their own, with the aim of phasing out single-use plastic containers and cutlery on market stalls by the end of 2017;

4. investigate the possibility of requiring pop-up food and drink vendors at large council events to avoid SUPs as a condition of their contract; and,

5. work with tenants in commercial properties owned by Norwich City Council to encourage the phasing out of SUP cups, bottles, cutlery and straws.

11 Motion – Business rates and clean energy

Norwich City Council has worked closely with residents and businesses to expand the use of solar panels across the city.

Current government plans to update tax rates for business properties could leave companies installing solar panels on their rooftops with a tax bill that is six to eight times higher than they are currently paying to generate clean energy on their property.

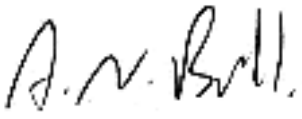
This change risks making it uneconomic for many more businesses to generate their own clean energy and further damages the clean energy sector.

Council **RESOLVES** to ask the government to:

1. pause and bring forward its plans for proper scrutiny before the Valuation Office Agency's review of business rates is concluded on 30 September 2016;

2. cease further undermining of the clean energy sector which has suffered 12,000 job losses and a crisis in investor confidence since 2015; and,

3. support the low-carbon and clean energy economy, which was worth £46.2bn in 2014, supporting nearly a quarter of a million jobs.



Anton Bull
Executive head of business relationship management and democracy

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Date of publication**: Tuesday, 27 September 2016**

Information for members of the public

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For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website

If you would like this agenda in an alternative format, such as a larger or smaller font, audio or Braille, or in a different language, please contact the committee officer above.

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There are two lifts available in City Hall giving access to the first floor committee rooms and the council chamber where public meetings are held. The lifts accommodate standard sized wheelchairs and smaller mobility scooters, but some electric wheelchairs and mobility scooters may be too large. There is a wheelchair available if required.

A hearing loop system is available.

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NORWICH City Council

MINUTES

COUNCIL

7.30pm – 9.50pm **19 July 2016**

Present: Councillor Maxwell (Lord Mayor), Councillors Ackroyd, Bradford, Bremner, Bogelein, Brociek-Coulton, Button, Carlo, Davis, Driver, Fullman, Grahame, Harris, Haynes, Henderson, Herries, Jackson, Jones(B), Kendrick, Lubbock, Manning, Maguire, Malik, Packer, Peek, Price, Raby, Ryan, Sands (M), Sands (S), Schmierer, Stonard, Thomas (VA), Thomas (VI), Waters, Woollard and Wright

Apologies: Councillors Coleshill and Jones (T)

1. LORD MAYOR'S ANNOUNCEMENTS

The Lord Mayor said that since the AGM she had undertaken 52 engagements which covered a wide range of activities reaching out across all areas of the community including schools, festivals, theatre, art exhibitions and community groups. This would not have been possible without the hard work of the civic staff and the support of her consorts to whom she was very grateful.

The city was honoured to receive visits from two international dignitaries. The Mayor of Koblenz visited in May and was very impressed with the city, particularly the cultural organisations which gave up their time to explain their activities. There was also a visit from the Romanian ambassador who, despite visiting Norwich for the sad reason that the Romanian shop on Magdalen Street had been attacked, was very grateful and enthusiastic about the response of the City of Norwich to the incident and how the city and its residents had come out in support of the Romanian shop owner.

Finally, to ensure that she 'remained down to earth', whilst she was riding on a horse drawn carriage to the city of ale festival, a gentleman in a car held up by the slow movement of the carriage, shouted that she should 'get a proper job!"

2. DECLARATIONS OF INTEREST

Councillors Bremner and Stonard declared an "other" interest in item 10 as board members of Norwich Regeneration Ltd.

3. QUESTIONS FROM THE PUBLIC

No questions had been received from the public.

4. PETITIONS

No petitions had been received.

5. LEADER STATEMENT: 'NORWICH AFTER DEVOLUTION AND THE EU REFERENDUM'

Alan Waters, Leader of the Council, thanked the Lord Mayor for allowing him to make a statement to council on the immediate future of the city post "Brexit" and in light of the recent decision of the city council not to continue with the devolution process. The "State of Norwich – People, Place, Economy, Wellbeing" document, which included many up-to –date statistics, had been circulated to set the context for his statement (attached as Appendix A to the minutes).

He said there was uncertainty about future government commitment with a new prime minister and other new faces and new departments in Whitehall. e.g. 'Business, Energy and Industrial Strategy'. There were "shifting sands" including devolution with no elected mayor being imposed for post 2017 devolution deals. He suggested this justified the council's decision not be "shackled" to a rural combined authority.

Instead, the council would focus on delivering the Greater Norwich City Deal and the priorities of the Greater Norwich Growth Partnership. We would direct our energies to working with other cities ('Fast Growth Cities & 'Key Cities') and develop a policy framework for inclusive, place-based growth that integrates social and economic policies. This would combine the social dimensions of economic development – including health and well-being, good quality housing, skills and education. He suggested that if the Government was serious about inclusive growth it would invest (rather than simply accrue cost) in social infrastructure in the same way it currently does in physical infrastructure, assuming the same long term multiplier effects on the nature and size of economic growth.

This approach would provide a framework to shape our political priorities which will be reflected in a refreshed Corporate Plan. This would continue the good work already started on the equalities strategy; the anti-poverty work including the Living Wage campaign; investment in housing and encouraging inward investment and regeneration. However, we needed to win the argument that investment in social infrastructure is as important investment in physical infrastructure

What the city needed from the new government was not a rationing of public services cut in a different way but a reverse of many of the policies of the past 6 years. We need better funding of public services and local government; support for housing; welfare reform and rights at work protected. Our voice needed to be heard at the table for any Brexit negotiations.

The Council can only mitigate some of the deeply engrained problems and challenges facing the city. We face budget reductions between now and 2020 and the delivery of 'inclusive growth' will require active participation of partners and communities across Norwich. Scrutiny could help with this work for example by looking at ways to end food poverty in Norwich and to build sustainable food networks and by Investigating the operation of Academy chains in Norwich. Are they really a good deal for our children?

A continued dialogue is required within the council and the city as a whole to ensure we collectively set about becoming an 'inclusive city' where everyone shares the benefits of being a citizen of Norwich.

6. MINUTES OF THE MEETINGS HELD ON 22 MARCH, 24 MAY AND 28 JUNE 2016

RESOLVED, unanimously, to agree the minutes of the meetings held on 22 March, 24 May and 28 June 2016.

7. QUESTIONS TO CABINET MEMBERS AND COMMITTEE CHAIRS

The Lord Mayor said that 14 questions had been received from members of the council to cabinet members for which notice had been given in accordance with the provisions of appendix 1 of the council's constitution.

Question 1 Councillor Peek to the cabinet member for fairness and equality on the financial inclusion strategy.

Question 2 Councillor Woollard to the cabinet member for council housing on thermodynamic systems.

Question 3 Councillor Brociek-Coulton to the cabinet member for fairness and equality on tackling domestic abuse.

Question 4 Councillor Button to the cabinet member for council housing on the Britannia Court upgrade.

Question 5 Councillor Fullman to the cabinet member for neighbourhoods and community safety on community cohesion.

Question 6 Councillor Sands(M) to the leader of the council on council support and leadership to the business community whilst developing the economic future of Norwich.

Question 7 Councillors Sands(S) to the cabinet member for resources and business liaison on the development of the Rose Lane car park's contribution to the regeneration of the King Street area.

Question 8 Councillor Davis to the cabinet member for customer care and leisure on Norwich Market.

Question 9 Councillor Malik to the cabinet member for environment and sustainable development on the benefit of the property registration scheme on the city's private housing rented sector.

Question 10 Councillor Maguire to the cabinet member for environment and sustainable development on tackling landlords who operate outside the law.

Question 11 Councillor Raby to the leader of the council on devolution in East Anglia.

Question 12 Councillor Bogelein to the cabinet member for environment and sustainable development on the development of residents car parks.

Question 13 Councillor Carlo to the cabinet member for environment and sustainable development on air pollution.

Question 14 Councillor Jones(T) to the cabinet member for council housing on the use of drones for roof inspections.

(Details of the questions and the responses and any supplementary questions and their responses are attached as appendix B to these minutes.)

8. ANNUAL SCRUTINY REVIEW 2015–16

Councillor Wright moved and Councillor Maguire seconded the recommendation in the annexed report.

RESOLVED, unanimously, to receive the annual review of the scrutiny committee 2015-16 noting that the published version would include the outcome of the scrutiny of the pedalways project.

9. ANNUAL AUDIT COMMITTEE REPORT 2015-16

Councillor Price moved and Councillor Wright seconded the recommendations in the annexed report.

RESOLVED, unanimously, to receive the annual audit committee report 2015-16.

10. AWARD OF CONTRACT FOR HOUSING DEVELOPMENT AT GOLDSMITH STREET

(Councillors Bremner and Stonard had earlier declared an "other" interest in this item.)

Councillor Stonard moved and Councillor Button seconded the recommendations in the annexed report.

RESOLVED, unanimously, to –

(1) note the recommendation from cabinet to award the contract for the development of 105 houses at Goldsmith Street to R G Carter;

(2) approve the increase in the non-housing capital budget of £696,700 as outlined in the report and recommended by cabinet on 13 July 2016;

(3) approve the change in the budget resulting from setting rents for passivhaus properties at 5 percent above formula rent to assist with the additional costs of development such properties and reflecting the savings for tenants in energy bills.

11. MOTION – HATE CRIME

Councillor Lubbock moved and Councillor Ackroyd seconded the motion as set out on the agenda.

RESOLVED, unanimously, that –

'Following the EU referendum result, there are members of our community in Norwich who feel fearful about what the future may hold for them in our country.

In some areas of this country, there are people – including children – who find themselves on the receiving end of racist and xenophobic hate mail.

This council can be proud of its engagement with all communities and the multicultural nature of its events and festivals and how equality is embedded in all we do. Council, therefore, **RESOLVES** to –

(1) speak out against division and expressions of hatred and stand together against intolerance and discrimination for the future of the United Kingdom in order to re-build confidence to go forward together with a new vision of what it means to be outward-looking, generous and hospitable;

(2) work with our partner organisations to join with us in reassuring residents from diverse communities that they are safe and welcome in this city'.

12. MOTION – EUROPEAN UNION REFERENDUM

The Lord Mayor said that the following amendment had been received from Councillor Grahame in advance:-

'To amend resolution 2 (by inserting the words '..and environmental protections' after the words '…existing EU employment rights'.

Councillor Waters had indicated that he was willing to accept the amendment and with no other member objecting, it became part of the substantive motion.

Councillor Waters moved and Councillor Harris seconded, the motion as set out on the agenda and amended as above.

RESOLVED –

(1) with 35 members voting in favour, none against and 2 abstentions, to agree with the majority of Norwich people who voted in the EU referendum that Norwich will be stronger – economically, politically and socially – as a partner within the European Union;

(2) unanimously, to request cabinet to write to Norwich members of parliament asking that they support negotiations which include: Full access to the European single market, finance companies to retain their right to trade in Europe, Britain to remain inside the European investment bank, keep all existing EU employment rights and environmental protections, the right of all current EU migrants to stay, with no change to their rights (and vice versa);

(3) unanimously, to reaffirm council's commitment to honouring and strengthening its existing twinning arrangements.

LORD MAYOR

Post devolution and post referendum

Statement by the Leader of the Council

July 19th 2016

APPENDIX A

Finance and funding
Economic and political uncertainty
30 Year Deal?
Brexit
City Deal
Fast cities
HOUSING
NEW £
EU
Budget cuts
Double devolution
Living Wage
Elected Mayor
SUSTAINABILITY
CAPACITY
TEC City
Real Devolution
Consultation
Funding
Inequality
LEP
GVA – 52%
Greater Norwich Growth Board
Deficit reduction
Combined authority
Urban and Rural
ECONOMIC GEOGRAPHY

Devolution: Post Brexit

- Uncertainty about Government commitment:
- New faces and new departments in Whitehall e.g. ‘Business, Energy and Industrial Strategy’
- Shifting sands – no elected mayor for post 2017 devolution deals.
- Focus on delivering the Greater Norwich City Deal and the priorities of the Greater Norwich Growth Partnership.
- Direct our energies to working with other cities (‘Fast Growth Cities & ‘Key Cities’. **Better to serve the Norwich and the wider area**
- justifies our decision not be shackled to a rural combined authority.

FREE
METRO
BREXIT
THE FALLOUT
THE LIGHTS ARE ON BUT NOBODY'S HOME
The Tory government rudderless in national crisis
Third of shadow cabinet quit over Corbyn
Sturgeon and Scot Nats fight to stay IN the EU
3m sign petition calling for rerun of referendum
Brussels bigwigs want us to start leaving now

FINANCIAL TIMES
'I do not believe that Brexit will happen'
Sterling and bank stocks hammered as Cameron seeks to calm markets
World's biggest hedge funds pounce on pound after lying in wait for days
The future is balanced

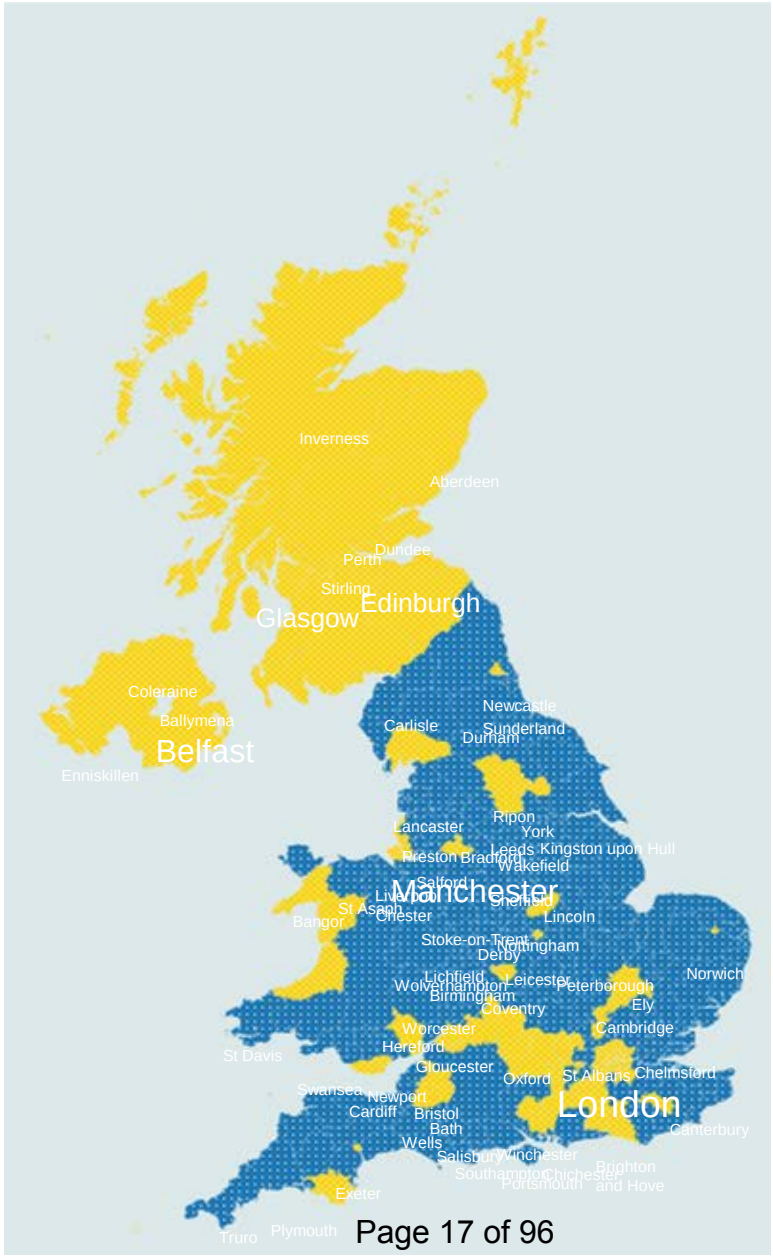
The Economist
Artificial intelligence: a special report
Inside China's Ministry of Truth
The flaws in executive pay
Who are the Niger Delta Avengers?
Motorcycles that fly
A tragic split

Politics & Policy
Brexit tremors see sterling tumble further in historic sell-off
FT Reporters

BBC
NEWS
Business
Pound plunges after Leave vote
Top Stories
Brexit turmoil hits sterling and shares
Corbyn told to expect leadership battle

EU Referendum results by council

INCLUSIVE GROWTH COMMISSION



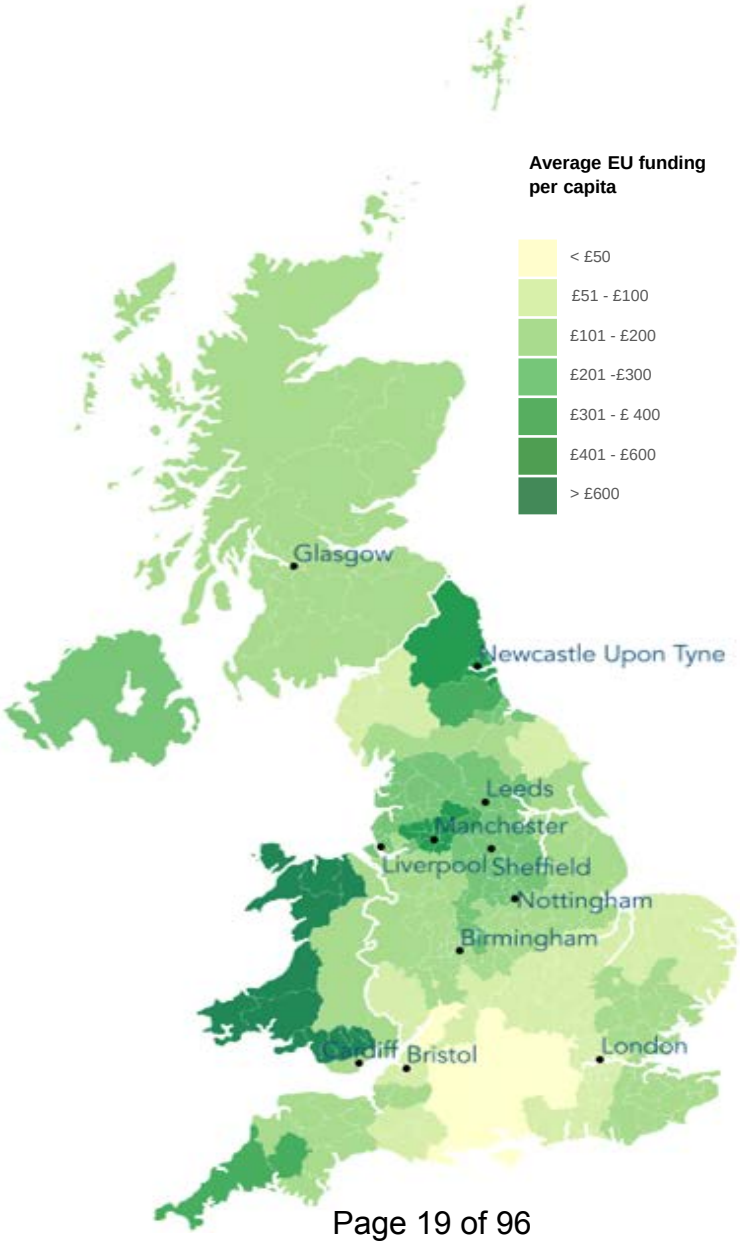
Source: Metro Dynamics analysis of Electoral Commission

Metro Dynamics

A new flag for Norwich?

Distribution of ESIF funding

INCLUSIVE GROWTH COMMISSION

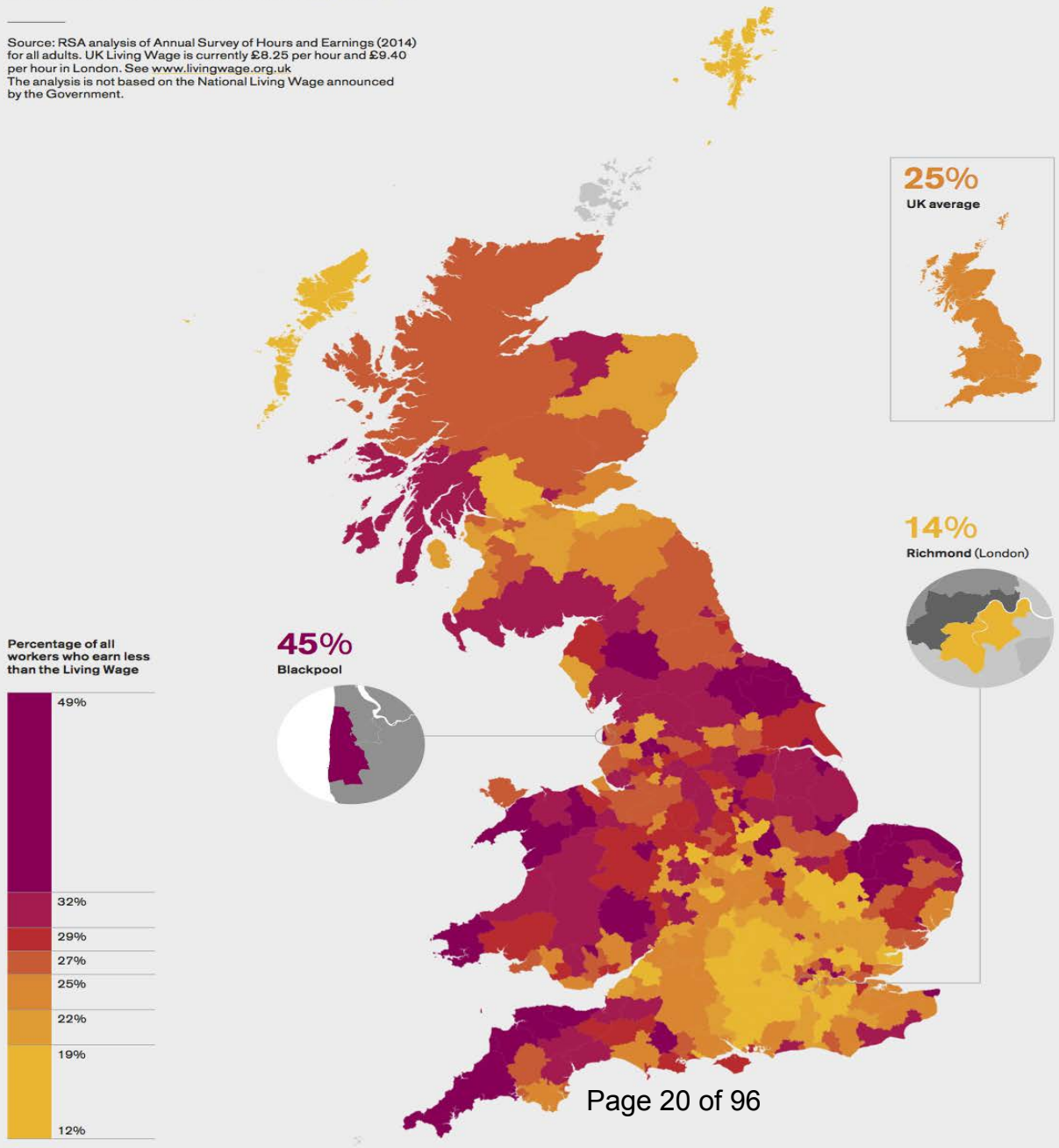


Source: European Commission

Metro Dynamics

Percentage of all workers who earn less than the Living Wage

Source: RSA analysis of Annual Survey of Hours and Earnings (2014) for all adults. UK Living Wage is currently £8.25 per hour and £9.40 per hour in London. See www.livingwage.org.uk
The analysis is not based on the National Living Wage announced by the Government.



INCLUSIVE GROWTH COMMISSION

“Revolt at the Ballot Box”

Three decades of marginalisation, low growth and rising inequality.

Growing consensus that we must tackle this divide otherwise it will undermine our economy and democracy

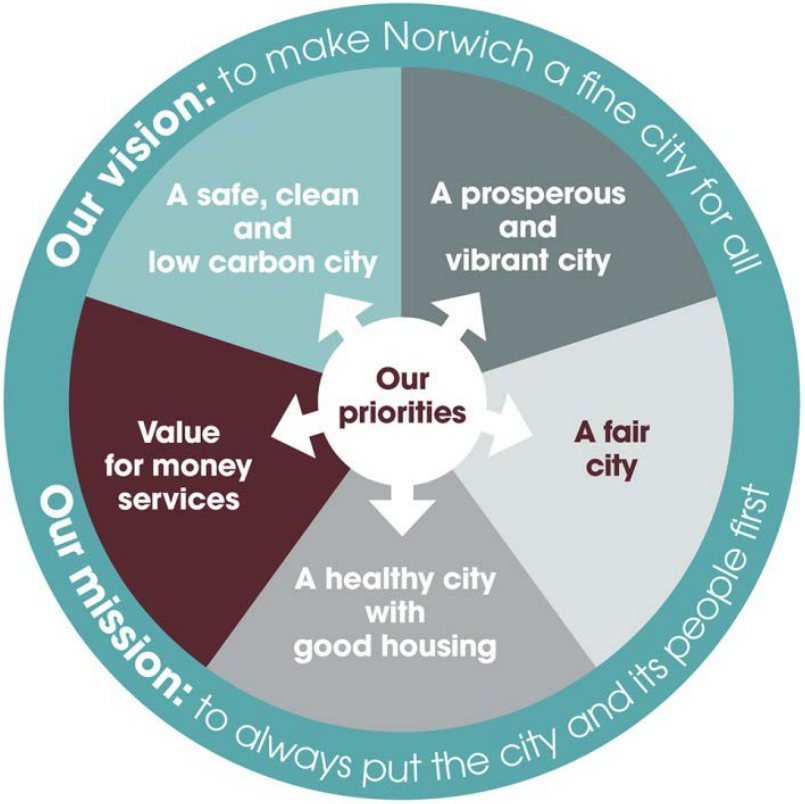
‘Inclusive growth’

Develop a policy framework for inclusive, place-based growth that integrates social and economic policies

Combine the social dimensions of economic development – including health and well-being, good quality housing, skills and education.

“If the Government was serious about inclusive growth it would invest (rather than simply accrue cost) in social infrastructure in the same way it currently does in physical infrastructure, assuming the same long term multiplier effects on the nature and size of economic growth”.

Shaping a vision for Norwich and refreshing the Corporate Plan



Inclusive Growth strategy for Norwich

- Should provide a framework for our revised political priorities for the refreshed Corporate Plan.

- Already taking this approach – Equalities strategy/anti-poverty work/Living Wage campaign/investment in housing and encouraging inward investment and regeneration.
- But need to win the argument that investment in **social infrastructure** is as important investment in physical infrastructure

NORWICH
City Council

THE STATE OF NORWICH

People, Place, Economy, Wellbeing

June 2016

Theresa May – Champion of “the left behind”?

What we need from the May administration.

Not a rationing of public services cut in a different way

Reverse many of the policies of the past 6 years

- housing/welfare reform/rights at work/
- funding of public services and local government
- **Our voice** at the table for Brexit negotiations

What we need from our partners and Stakeholders

Council can only mitigate some of the deeply engrained problems and challenges facing the city

Budget reductions between now and 2020.

To deliver ‘inclusive growth’ will require active participation of partners and communities across Norwich.

Examples

Scrutiny Committee

Investigation into ending food poverty in Norwich and building sustainable food networks.

Investigating the operation of Academy chains in Norwich. A good deal for our children?

A continuing dialogue

How we collectively set about becoming an ‘inclusive city’ where **everyone** shares the benefits of being a citizen of Norwich.

APPENDIX B

Question 1

Councillor Peek to ask the cabinet member for fairness and equality:

"I was pleased to see the leader of the council recently give public thanks to Freda Sheehy MBE - a resident of Wensum Ward - for her fantastic work and commitment in developing and sustaining the West Norwich Credit Union and promoting financial inclusion in her community.

Given the ongoing assault by this government upon social security, can the cabinet member for fairness and equality give his opinion on the positive differences our *Financial inclusion strategy* is making within the city?"

Councillor Thomas, cabinet member for fairness and equality's response:

"The city council instigated its first Financial Inclusion Strategy following an executive priority set for 2008-9. The Strategy highlighted a number of streams and priorities including:

- access to free money advice
- access to affordable credit
- increasing access to financial products and services
- improving the way people manage their money
- working more collaboratively
- income maximisation

It would be true to point out that this built on previous work of the council in its Anti-Poverty Strategy from the early 90s.

In that context it would be fair to point out that the council recognised that it was impossible to try and resolve what was a massive financial crisis, that was hitting the city and its population on its own, and, therefore, I would like to highlight the first of the differences that the Financial Inclusion Strategy made was the closer working relationships that the council fostered with the voluntary sector within the city and the county.

All the work done has focused around closely involving the city's many voluntary sector organisations who are trusted advocates in their own community.

The work that Freda Sheehy was involved in was a case in point. Through the West Norwich Credit Union there developed an organisation widely admired throughout the city for the help it gives to those in debt – Money Advice and Budgeting Service

(MABS). This innovative service was funded by the Norwich Consolidated Charities and the city council to provide a free debt management service.

Managing people's debts was at that time also seen as a priority and the city council was already providing a Money Advice Service to its own tenants through the work of the council's housing team. The Financial Inclusion Strategy operated to identify agencies and assist where possible their development to give wider advice and expertise to those in need.

Income maximisation was deemed to be a priority for people in order to ensure they have an ability to utilise their money more efficiently. Work was done to identify groups who needed assistance in that area and older people were under-claiming a number of benefits so assistance was put in place.

On a wider scale, recognition was given to the fact that Norwich was a City with a large number of low paid workers and work was undertaken to increase in work benefits take-up including Housing Benefit and Working Tax Credits. This is still carrying on today with take-up work occurring in the Lakenham area of the city.

However, in addition to the above we must also highlight the fact that the city council has led the way in being a Living Wage employer and is now embarking on sharing that vision and message around the city for the benefit of the low paid.

Today the work still carries on. The council has identified the need to address inequality and the work of the Financial Inclusion Strategy is closely allied to that as well as other initiatives that this council promotes such as Fuel Poverty and Anti-Discrimination work. This also still includes on-going financing of initiatives within the voluntary sector."

Question 2

Councillor Woollard to ask the cabinet member for council housing:

"I was pleased to read the recent cabinet report which saw the agreement to award a contract for the installation of thermodynamic hot water systems to 100 council owned homes.

Can the cabinet member for council housing give her opinion on the difference this scheme will make in delivering the administration's aim to provide decent housing for all?"

Councillor Harris, cabinet member for council housing's response:

"The installation of these systems will reduce the energy consumption for the end user, reduce the carbon foot print for the authority and provide low cost hot water to the tenant. As with all improvement projects and new technology there will always be some who benefit from the work before others. As you are aware the NCC housing stock achieved the Decent Homes standard in 2010 and since that time has embarked on an enhanced standard called the "Norwich Standard". Norwich City Council housing scores highly when compared to other housing providers not only

for the quality of our homes but also our tenants' satisfaction. The installation of systems such as the Thermodynamic hot water systems will enhance an already progressive and active improvement programme ensuring decent housing for all."

Question 3

Councillor Brociek-Coulton to ask the cabinet member for fairness and equality:

"The commitment of the council to play an active and ongoing role in tackling domestic abuse is welcome, together with the launch of the recent campaign to raise awareness of domestic abuse and increase reporting and referrals to agencies.

Can the cabinet member for fairness and equality give his comments on both this latest campaign and the way in which the council can continue to make a difference - working with partners - across the city on this important issue?"

Councillor Thomas, cabinet member for fairness and equality's response:

"The council's Early intervention and community safety manager, Jo Sapsford, Chairs the project group that has been developing the recently launched campaign, the council's Communications manager, Richard Balls, has been the media lead on the project and the campaign itself was commissioned from the County community safety partnership, chaired by our chief executive Laura McGillivray. As a council with White Ribbon status, Norwich remains at the forefront of domestic abuse campaigning and support locally and works closely with statutory and voluntary sector partners to raise awareness of domestic abuse issues and reduce risk for those affected. Norwich City Council currently has 22 registered White Ribbon Ambassadors and Advocates raising awareness of domestic abuse issues – despite requiring just four as part of achieving White Ribbon status qualification. For information on how to become a White Ribbon Ambassador or Advocate, contact Jo Sapsford.

The new campaign, using the tag line 'I walked away', promotes positive messages of life after abuse, to help those experiencing abuse see an alternative to their current situation. The campaign reaches out to friends and family members of those being abused to support them to seek help from professional support agencies. This is important, as people in abusive relationships are at increased risk from the abuser at the point where they leave the relationship, or have just left the relationship, as the abuser feels that they have lost the control they have worked hard to develop and feel they have nothing to lose when attempting to regain that control.

The campaign identifies people of different age, gender, heritage and professions – to show that anyone can experience abuse. Posters, flyers and leaflets are available from the communications team. All council members are encouraged to distribute these amongst your communities and local venues and take to meetings and forums with community partners, to circulate and mention as an AOB item.

The council continues to commission Leeway support and refuge services for Norwich residents experiencing domestic abuse and council officers regularly attend multi agency risk assessment conferences to help reduce risk to victims and attend housing information sessions at refuges in Norwich."

Question 4

Councillor Button to ask the cabinet member for council housing:

"Can the cabinet member for council housing give her opinion on the transformation and significant upgrading of the Britannia Court former sheltered housing scheme into new general needs council housing?"

Councillor Harris, cabinet member for council housing's response:

"Britannia Court is an excellent example of Norwich City Council's commitment to use its housing stock to its full potential and flexibility to provide much needed one bedroom homes for single people and couples.

The central zone containing former sheltered communal areas has been demolished to provide an open, welcoming and simple plaza style garden area. The homes have been carefully considered for new tenants, maximising the available space, providing new bath/shower rooms and kitchens. Both homes and communal areas have been designed to provide light and airy accommodation.

Under our local lettings agreement a proportion of new homes have been set aside for local residents (North Earlham, Larkman and Marlpit/Jex Road). We have had an extremely encouraging response to the first adverting round from applicants."

Question 5

Councillor Fullman to ask the cabinet member for neighbourhoods and community safety:

"There has been a national trend of an increase in hate crimes since Britain voted to leave the EU, with the Metropolitan Police reporting a 50pc increase in hate crime since the divisive vote on June 23. All councillors will have been shocked at the attack on the 'The Village Shop' in Magdalen St which was fire bombed earlier in the month.

Can the cabinet member for neighbourhoods and community safety give his comments on the effort and strategy this council has in place - working with partners - to reassure and support community cohesion during this troubling time?"

Councillor Kendrick, cabinet member for neighbourhoods and community safety's response:

"May I firstly express my sympathy with the shop owner and state that can be no excuse for this kind of criminal action and my hope is that those responsible are caught and punished for their crime.

Prior to the EU referendum our partners at Norfolk Constabulary established a Community Impact Assessment which took into consideration the effect of a potential 'Brexit' vote.

Norwich City Council, and in particular the ABATE team who deal with hate incidents for the council, have been sharing information with the police in relation to this assessment since early June.

Incidents reported and shared include derogatory EU graffiti, and a handful of troubling incidents have proved difficult to link to the referendum result. Overall the vote does not appear to have had a significant effect on hate incidents reported to the council in Norwich. The police are of course able to provide a broader view of the impact across Norwich / Norfolk, including hate crimes such as the dreadful attack on 'The Village Shop' on Magdalen Street.

The council remains committed to dealing with hate incidents of any motivation robustly, in conjunction with our police partners. We are clear that such behaviour will not be tolerated, and seek to reassure those reporting that their concerns will be taken seriously, and to encourage others to come forward and report.

That said; the hate crime reporting figures to the council have steadily declined over the last few years. In 2014 140 perceived hate crimes were reported to the council, in 2015 122, and to the end of June the council had received just 27 hate crime reports.

I would encourage all council members to help empower victims of hate crime in Norwich to report to either police or council, to help uphold the council's recently renewed pledge to "… ensure that all members of our city feel nurtured and embraced." (Joint press release from all party leaders, Norwich City Council, 30 June 2016).

In addition, members are also reminded that we have a role to play in being aware of reporting community tensions – such as negative comments made about particular groups of people or incidents of hate graffiti – as these may be the early signs of hate crimes emerging. Early intervention, where there may be issues, is an important part of safeguarding our communities. The council collects information on community tensions in Norwich, which it reviews to inform and develop front line services. Any councillors aware of community tensions arising are asked to complete the simple on line form available on e-councillor – this information has been reposted today (19 July).

In terms of how the council is working to support community cohesion during this troubling time; the council's community enabling team has an ongoing supportive relationship with community groups in the Magdalen Street area, including an officer working specifically with BME groups. The community itself is a supportive one, demonstrated by the outpouring of support for the victims of the fire-bombing from local individuals, community groups and fellow retailers. The now annual Magdalen St festival has recently received a community grant from the council and the community enabling officer is supporting the working group in its development."

Question 6

Councillor Mike Sands to ask the leader of the council:

"Aviva suspended trading its £1.8 billion property fund earlier in the month as investors scrambled to pull their money out of UK commercial property holdings following the Brexit vote.

Given the importance of significant companies such as Aviva to the Norwich economy, can the leader of the council comment on the ongoing efforts by the city council to give support and leadership to the business community while developing the economic future of Norwich?"

Councillor Waters, leader of the council's response:

"The city council has a well-established business engagement structure in place through our twice yearly leader's receptions for the business community. The purpose of these receptions is to enable Norwich City Council's administration to be accountable to the business community and to hear at first hand, issues about Norwich and its economy.

Over the last few years, these events have been a core plank in gathering feedback from the local business community to inform the city's economic strategy and core activities in support of local businesses. The business community report high levels of satisfaction with the series of business receptions and frequently comment that they feel more engaged in the life of the city since this programme of receptions started.

This year we have also developed a series of business breakfasts with senior representatives of fifty key Norwich businesses – that is key in terms of their size or standing within their specific industrial sector – to discuss the development of the local economy and its challenges and the opportunities. In particular we have been assessing how the sustainable growth of the city can be facilitated by the council working in partnership with the business community to ensure it benefits all Norwich residents.

I do not doubt that the impact of Brexit will be a central topic of our business engagement as we move forward which will then flow through into the economic development work we undertake."

Question 7

Councillor Sue Sands to ask the cabinet member for resources and business liaison:

"The official opening of the new Rose Lane car park by the cabinet member for resources and business liaison was a welcome boost in providing the kick-starting of regeneration in the King Street area, state of the art parking facilities and much needed revenue to the city council.

Can the cabinet member give his comments and opinion on the importance and difference this latest successful development will offer both the city council but also the community affected?"

Councillor Stonard, cabinet member for resources and business liaison's response:

"The South City Centre Vision and Investment Plan identified the redevelopment of the Rose Lane car park as being catalytic to the regeneration of the King Street Area. The council seized this opportunity to use its land asset to kick start the regeneration of the site and the wider area.

The innovative design of the car park has not only significantly improved the streetscape at this important gateway to the city centre but also provides improved infrastructure and facilities (including much needed public toilets) to support local businesses, the evening economy, and the railway station. It increases car parking capacity, provides a safe parking environment and gives better access to the city centre improving its overall offering as a place to visit. The increased capacity that the new car park provides will also provide additional income for the council at a time when resources are under increasing pressure.

The investment in the car park by the council has already provided confidence for other development to take place in adjacent office buildings on Rose Lane, including the conversions of premises and development of land for residential use at St Anne's Wharf. This development will provide increased employment opportunities and much needed additional housing.

The re-location of the car park to the new site frees up the larger former site, which together with adjacent land provides further opportunity for regeneration. The council is currently considering options for the redevelopment of the land in its ownership to be considered by the council's cabinet."

Question 8

Councillor Davis to ask the cabinet member for customer care and leisure:

"I was pleased to see the launch of the two week campaign, *Love Your Local Market* in May to raise the profile of Norwich Market. Given the importance of the market to Norwich, will the cabinet member for customer care and leisure comment on the ongoing work to improve and develop this important Norwich asset?"

Councillor Ryan, cabinet member for customer care and leisure's response:

"We have a hugely exciting and wide-ranging plan for rejuvenating Norwich Market. We've listened to an experienced market manager from elsewhere in the county, we've held a consultation, listened to traders and shoppers, and used all that information to come up with a very comprehensive 10-year plan.

There is a lot to achieve but we've set ourselves realistic and achievable targets for the next year, two years, and so on, and we are focusing on the top priorities of filling the vacant stalls, improving our cleaning of the market and reviewing a whole range of policies and procedures to drive the business forward. Activities include: -

- Creation of a new market team in post five days providing full-time focus on the day to day running of the market and the implementation of the council's 10-year plan for its rejuvenation
- Setting priorities for this year, the next two years, three years and so on.
- Priority given to filling the market in close cooperation with traders. We have a new balance of trade policy out to consultation with traders aiming to fill the market with the right stalls ensuring its diversity and vibrancy.
- Formation of a Norwich Market Traders Association (NMTA) with meetings held every two months with the market team.
- Data gathering to enable us to health check the market,
- Establishment of a comprehensive marketing and communication programme to promote the market.
- Deep cleaning has taken place of the canopy roofs and a deep clean of the toilet floors has also been programmed in.
- Organising the "Love Your Local Market" campaign in conjunction with the NMTA with the traders organising some fun small-scale events over the weekend, publicised by us and attracting some great coverage by local media.
- Becoming a member of the National Association of British Markets Authorities (NABMA) giving access to a network of national expertise and best practice and helping to boost the profile of Norwich Market nationally.
- Development of a professional brand for the market now used on all leaflets, advertising placements and reports.
- Continuing to maintain a web page on the council's new website for the market with detailed information about every single stall. We are looking at how we can improve the online presence.
- Application for membership of the county council's Market Fair scheme confirming our commitment to trading quality goods with no counterfeit items."

The strategy can be viewed online:

https://www.norwich.gov.uk/downloads/20181/norwich_market

Question 9

Councillor Malik to ask the cabinet member for environment and sustainable development:

"The private rented sector remains a critically significant issue in my ward. The launch in April of the new city council property registration scheme (through working closely with local landlords, letting/managing agents and existing accreditation schemes to develop *PRSNorwich*) was a welcome and timely achievement.

Since the launch, can the cabinet member for environment and sustainable development give his opinion on progress with the scheme and the opportunities and outcomes it will hope to achieve in driving up standards and better regulation within the city private rented sector?"

Councillor Bremner, cabinet member for environment and sustainable development's response:

"The PRSNorwich scheme is a light-touch voluntary scheme aimed at working with the majority of landlords and agents who already comply with the law. It is the first part of a two-tier approach to regulating the private rented sector in Norwich which will enable us to target our enforcement at the worst accommodation in the city whilst encouraging an improvement in standards in other privately rented homes.

A review of the scheme will be carried out during the course of this year and the second stage will then be introduced to target properties that are not registered. Options currently include:

(1) Additional HMO licensing (either area-based or city-wide)

(2) Selective licensing of all privately rented accommodation in a particular area (current rules discourage a city-wide approach)

(3) Targeted enforcement using existing Housing Act powers

or, a combination of all three.

We already have a small number of properties registered in the scheme we are currently concentrating on encouraging and processing applications from local managing agents and accreditation bodies who wish to become 'approved organisations' under the scheme. To date we have signed-up Martin & Co., the National Landlords Association, the University of East Anglia Students (Home Run), Arnolds Keys and Mills Knight. We have also had applications from other managing agents who we are working with to ensure that they meet the scheme's standards before we approve them. Between them, these organisations could potentially register more than 2,000 properties.

There is real interest and support for the scheme from the lettings industry and landlord representative bodies as well as individual landlords and the voluntary sector. We believe, therefore, that the scheme will grow organically and gain momentum as more and more reputable agents and landlords sign up.

The next phase of marketing will be aimed at tenants as it is expected that the scheme will be used by them to identify safe and well-managed accommodation in the city."

Question 10

Councillor Maguire to ask the cabinet member for environment and sustainable development:

"I would like to pay special thanks to the officers and the cabinet member for environment and sustainable development for the way in which the city council's housing enforcement team pursued Probuild Solutions Ltd and secured a successful prosecution for dangerously overcrowding a property on Beverley Road in Wensum ward.

Given the success of this work to tackle landlords who operate outside the law, can the cabinet member give his opinion on how this much wider problem can continue to be robustly tackled – including ways in which members of the public can report instances and help officers too?"

Councillor Bremner, cabinet member for environment and sustainable development's response:

"There are many reasons for a property becoming overcrowded and the council's approach needs to be thorough but also needs to recognise the potential vulnerability of the people involved. Joint working with the police, UK Border Agency, our housing options team and children's services is often required to make sure that vulnerable occupiers are not simply moved from one hazardous situation to another. Officers use a full range of powers including prohibition and, in cases where occupants cannot move out immediately, making the house temporarily safe, for example, by installing smoke detectors. The officers also collect evidence during their investigation and consider each case for potential prosecution.

The private sector housing team, which is responsible for enforcement, is a well-experienced but small team and targeting is therefore very important. However, the team does not have the resources to pro-actively identify poor conditions or overcrowding so does rely on information from partners, tenants who are experiencing problems or from concerned members of the public.

Neighbours can be important but to help avoid unnecessary investigations it is always helpful if they can check the facts before alerting the team. This could be done by speaking to the occupants of the property that they are concerned or bringing it to the attention of their local councillor. It is also worth saying that the team generally is unable to deal with low-level problems such as untidy gardens since it has to prioritise serious breaches of the law that may be affecting people's health and safety.

Tenants can let us know of poor conditions by contacting the council's customer contact centre or emailing us at privatesectorhousing@norwich.gov.uk

Landlords offering well-managed accommodation can also help by registering their properties with PRSNorwich via the council's website. This accreditation system helps tenants to avoid sub-standard properties and means that any issues that might

arise can be dealt with more quickly, leaving the team free to target its resources more effectively."

Question 11

Councillor Raby to ask the leader of the council:

"At the extraordinary council meeting on 28June, we voted unanimously to reject the proposed devolution deal for Norfolk and Suffolk, and in this we were accompanied by three other district councils. However, there have been hints that the Government may try to press ahead with the deal in any case.

Can the leader of the council clarify what action will be taken to uphold our clearly stated position on this matter?"

Councillor Waters, leader of the council's response:

"Thank you for your question. A good deal has changed since we took that vote – a new Government has been formed under Theresa May whose main preoccupation will be the Brexit negotiations. The champion of mayoral devolution deals, George Osborne, is on the backbenches and Greg Clarke, before he moved from Communities & Local Government suggested that future rounds of Devolution would not necessarily require an elected mayor.

While I can see the city conurbation devolution deals moving ahead I think there may be less certainty over the largely rural two tier devolution deals. In the case of the remaining councils in Norfolk & Suffolk that have decided to push on, the legislation requires devolution deal areas to publish a scheme of governance setting out plans for the scope of the combined authority, the arrangements for local representation, and decision making. The public must be consulted on these arrangements, and the Secretary of State will then take the outcome of consultation into account before further legislation can be taken forward.

Whilst the consultation exercise is currently being carried out across Norfolk and Suffolk, the area for the proposed combined authority will exclude Norwich and the other 3 district councils who decided not to proceed with the devolution plans.

The statutory consultation exercise will run until 23 August. The results of the consultation exercise will be reported back to the participating councils and the Secretary of State. Upon completion of the consultation, there will be a report of the responses submitted to the Secretary of State as a joint submission from all participating councils in Norfolk and Suffolk. The submission of responses to the Secretary of State will be made in early September.

The Secretary of State will then assess the outcome of the consultation exercise against the criteria test and decide whether to move to the next stage of the legislative process to progress the establishment of the combined authority and the election process for the directly elected mayor by
May 2017.

We will continue to monitor east of England devolution developments. Our focus must be to work with other cities – hence our membership of the 'Key Cities' and our collaboration with Cambridge, Oxford, Milton Keynes and Swindon as part of the 'Fast Growth Cities' cluster. As part of that we are delivering jobs, growth and housing through the Norwich City Deal and the Greater Norwich Growth Partnership. Both of these initiatives involve a successful collaboration with Norfolk County Council, Broadland and South Norfolk District Councils.

Norwich is the driver of the regional economy. If devolution is about the rebalancing of the economy away from London the best way to do that is through investment in cities. The Key Cities group has already made representations to the Prime Minister and other senior ministers about the importance of investing in cities and giving them the power to drive sustainable growth."

Councillor Raby asked, as a supplementary question, what the council could do to inform residents of the city council's objections to devolution in light of the Norfolk County Council consultation leaflet which was biased towards supporting devolution. **Councillor Waters** said that the council had agreed unanimously to withdraw from the devolution process. Consideration had been given to publishing our own devolution document but having withdrawn from the process, publishing a document about devolution would contradict the decision to withdraw and it wasn't appropriate for the council to enter into a 'tit for tat' situation. The council had made its position absolutely clear and had received very positive press coverage to that effect. There would be many opportunities for the council to clarify its view and to outline what it intended to do outside of the devolution process.

Question 12

Councillor Bogelein to ask the cabinet member for environment and sustainable development:

"Residents in my ward have recently been consulted about the development of three car parks into flats. Residents are aware of a car parking survey which shows that, in particular, the car parks on Armes Street are well used. The car parking survey shows, for example, 12 parked cars on 69 Armes Street on a Sunday with the comment that all surrounding streets were full of parked vehicles.

Overnight parking, which makes up the biggest use of the car park, is not even included in the survey. Residents have sent in photo evidence that the car parks are almost full overnight. I have written to officers about residents' concerns over parking, but both the residents and I feel we have not received a satisfactory response, so I now ask the cabinet member: where will these cars park when the car parking sites are developed?"

Councillor Bremner, cabinet member for environment and sustainable development's response:

"There is a growing shortage of affordable housing in Norwich and the council is committed to increasing supply. As such the council needs to review all its potential development sites to help address this shortage; especially sites, such as the ones Councillor Bogelein refers to, which are held in the housing revenue account. I appreciate that it may mean that some residents may have less certainty about where they will be able to park in future. However housing is our clear priority.

We would not, however, develop a site if we thought that it would have an unreasonable impact on local residents; but experience of doing this elsewhere in the city shows that it has not led to parking problems.

At the pre-planning public consultation event held in May, a number of local residents suggested late-night/over-night car park survey surveys should be carried out as they felt that the ones carried out at 9 a.m., 3 p.m., 7 p.m. (weekdays) and weekend lunchtimes were not representative. As a result, late-night surveys are currently being carried out which will contribute to our understanding of the concerns that have been raised by local residents.

If the housing association is given planning permission to develop housing on these sites, any motorists currently using them will need to make new arrangements to park elsewhere. It may well be that they choose to park on the road and this is why parking levels in adjacent streets are also considered when carrying out the car park surveys.

We are also taking steps to reduce the pressure on parking spaces through the introduction of car clubs which, experience has shown, remove ten private cars from the street for every club car provided. There is an existing car club in Nelson Street and two other locations in Nelson Street and Armes Street identified for future expansion."

Councillor Bogelein said she appreciated that an additional survey was being undertaken but she did not understand why a new consultation had not been undertaken with residents who were clearly concerned about the loss of car parking. **Councillor Bremner** said he understood members concerns. However, the council's priority was the growing shortage of affordable housing. Previous experience had suggested that there would not be significant parking problems as a result of the proposal and there would be an opportunity for residents to respond to the planning process.

Question 13

Councillor Carlo to ask the cabinet member for environment and sustainable development:

In May, the World Health Organisation (WHO) named Norwich as one of several UK cities in breach of the safe average limit set by the WHO for fine particulate matter

(PM2.5). The health effects of PM2.5 are considered to be more significant than those of other air pollutants, with particles penetrating deep into lungs. Current evidence suggests that there is no safe limit for exposure to fine particulate matter which can carry long distances.

Road transport is a major source of such pollution. Although we are seeing delivery of a programme of sustainable transport measures for reducing traffic in the city centre, we have seen - and continue to see - significant road building and traffic growth on the edge of Norwich, which will further increase air pollution including PM2.5s.

Will the cabinet member state his opposition to proposals for a Western Link across the Wensum Valley and an A11 Thickthorn bypass on air pollution grounds – amongst other reasons – and will he support amending the *Corporate plan* to include tackling air pollution in its list of key actions?

Councillor Bremner, cabinet member for environment and sustainable development's response:

"I share Councillor Carlo's concerns about air quality in Norwich. We have a particular problem in the city centre with hotspots where nitrogen dioxide limit values are excluded but with measures in place, working with the county council, to address this such as the retro-fit of clean up technology to buses.

High levels of very fine particulate pollution ($PM_{2.5}$) are a relatively recent but important area of concern. Chronic exposure to particulate matter leads to increased risks of pre-mature mortality from heart attack, stroke, respiratory infections, and lung cancer. However, focus has to-date been on fine particular pollution (PM_{10}) where EU limit values are in place and, I am pleased to say, there are no exceedances in Norwich.

Whether or not these issues are of sufficient significance, for air quality to be part of the corporate plan, remains to be seen. The council will be preparing a new corporate plan shortly and Councillor Carlo's suggestion can be considered as part of this process.

To determine what should be done to remedy high levels of $PM_{2.5}$, requires further understanding of the sources of such pollution. Whilst Councillor Carlo is correct to link $PM_{2.5}$ with traffic, dust and industry are other important sources. Unfortunately WHO data does not provide source information for Norwich and whereas there is source data for some UK locations it would be unsafe to draw any conclusions about the sources of Norwich PM2.5 pollution from this.

What the WHO source data does show, however, is that the proportionate contribution from different sources is quite variable. For example in some locations traffic sources vary between 5 and 57%.

The Norwich Western link project was considered by the Environment, Development and Transport committee of Norfolk county council on 8th July 2016. The committee agreed to support a staged approach to deliver the project. The first stage will

involve a study to fully understand the extent of the traffic problems in the Norwich western quadrant. The study work to evaluate the proposal is expected to take 18 months and will include consulting with Natural England and the Environment Agency.

I therefore believe that it would be premature for the council to oppose proposals for a Western Link or works at the A11 Thickthorn junction on air pollution grounds. Whilst I share Councillor Carlo's health concerns it does not necessarily follow that construction of these schemes would have a significant material effect on $PM_{2.5}$ pollution; given also that Defra predicts a significant decline in $PM_{2.5}$ pollution from transport."

In reply to a supplementary question from **Councillor Carlo**, **Councillor Bremner** said that Councillor Carlo should be more positive in highlighting the very good changes that had led to significant improvements and not concentrate on looking for negatives. He reminded Councillor Carlo that the city council was a district council with limited resources and needed to work with Norfolk County Council which was the transport authority. He appreciated some of her concerns but, for example, it could be dust contributing to health issues not just diesel fumes. He would welcome more research on this.

Question 14

Councillor Tim Jones to ask the cabinet member for council housing:

"The city council has confirmed that there are no regular inspections of the flat roofs on council flats in Heigham Grove. This is because expensive scaffolding is required in order to send up contractors to inspect the roofs. Instead, the council undertakes remedial work to the roofs when problems become apparent.

There has been a previous serious incident when rainwater and vegetation collected on one of the flat roofs, which gave way and inundated a flat below, causing a great deal of damage as well as distress to the occupant.

To help ensure that any problems are picked up at an early stage and the roofs are kept in good repair, can the cabinet member give her opinion on the possibility of hiring drones as an alternative way of inspecting the flat roofs on all council flats?"

Councillor Harris, cabinet member for council housing response:

"I'm sorry to hear about the problems that have occurred in the past but rest assured we are as proactive as we can be in assessing risk of damage to flat roofs and have a programme of works designed to assess the condition of flat roofs as well as ensuring assessments are carried out incidental to other reactive and programmed work.

I am always alive to better ways of doing things and providing value for money so we have already investigated the use of a drone with the sole intention of inspecting

communal and multi storey roofs. However, because of civil aviation legislation and privacy laws in populated areas, it is not possible to use a drone for this purpose.

We are however looking into an alternative method whereby a camera is attached to telescopic pole attached to a vehicle and recording images only when above occupied dwellings."

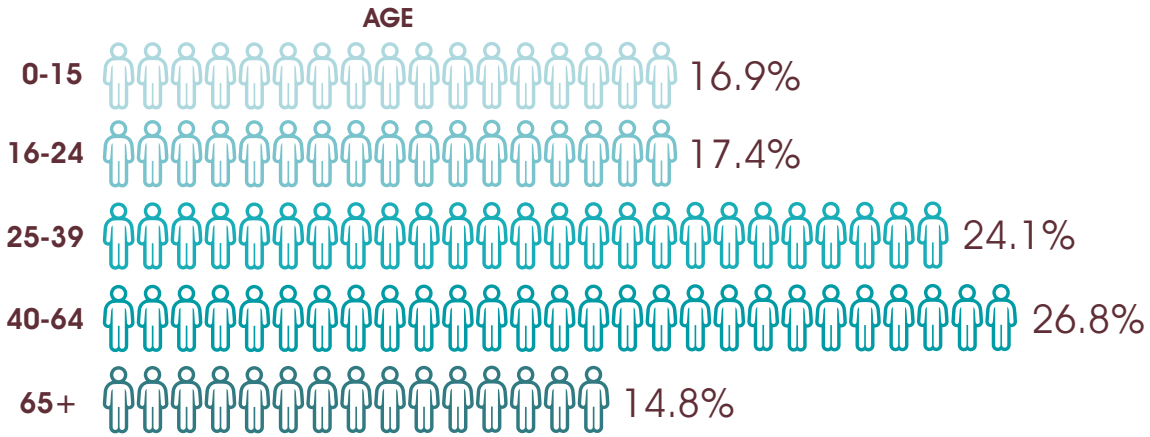
APPENDIX A

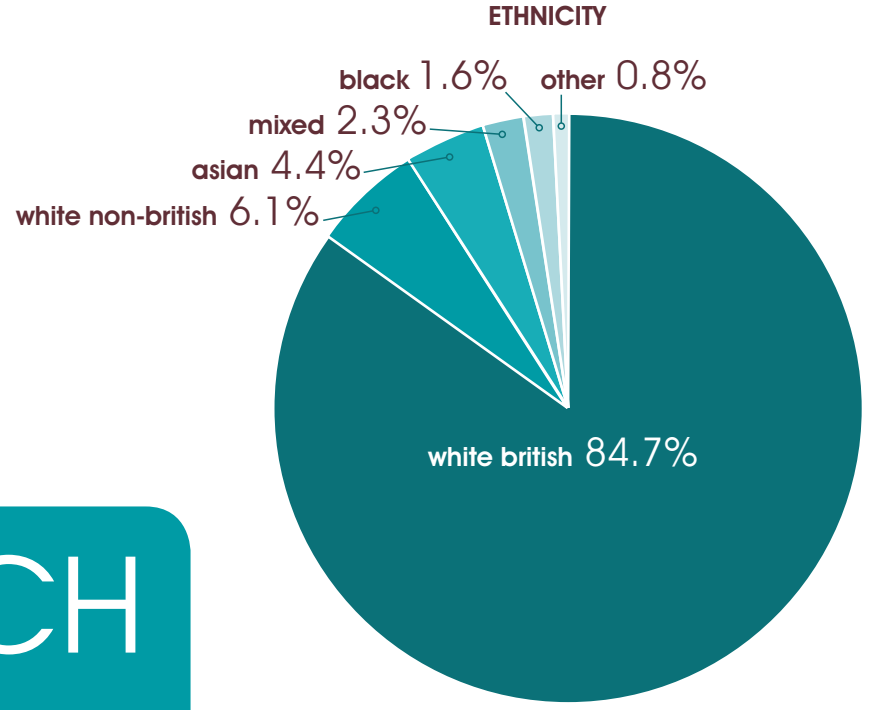
NORWICH
City Council

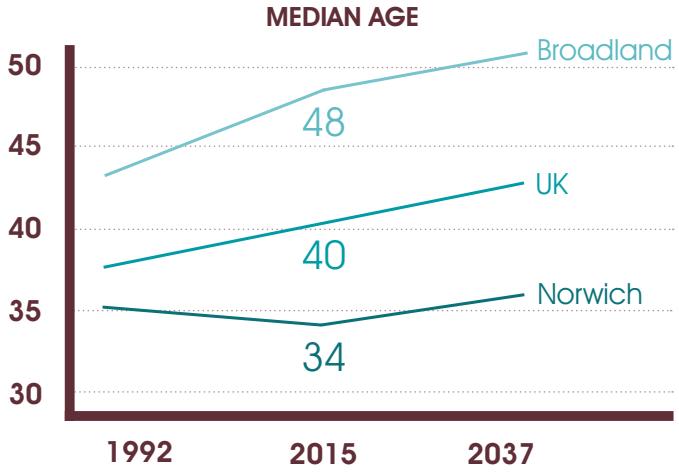
THE STATE OF NORWICH

People, Place, Economy, Wellbeing

June 2016







NORWICH people

NORWICH place

CO_2 EMISSIONS tonnes per capita

Norwich	Norfolk	England
5.2	7.1	5.7

NO_2 EMISSIONS micrograms/cubic m

Lakenham	Castle Meadow	EU target
12	55	40

FUEL-POOR HOUSEHOLDS

7,124

CARS PER HOUSEHOLD

33% No car households

48% One car households

16% Two car households

3% Two car households

PEOPLE KILLED OR SERIOUSLY INJURED ON ROADS

50

50 serious injuries

0 deaths

AVERAGE MONTHLY RENT (2beds)

Norwich £792

Norfolk £674

NEW HOMES COMPLETED 2013/14

170

RATIO OF LOWER QUARTILE HOUSE PRICES TO LOWER QUARTILE INCOME

Norwich	Norfolk	England
6.34	6.96	6.45

AVERAGE HOUSE PRICES

	Norwich	Norfolk	England
2013	£168,847	£184,481	£246,764
2012	£162,658	£181,052	£242,299

HOUSING BY TENURE (%)

	Owner-occupied	Council rented	Social rented	Private rented
Norwich	44.5	25.2	7.4	22.8
Norfolk	68.6	5.8	8.7	16.9
East Anglia	68.3	7.8	7.9	16.0
England & Wales	64.3	9.4	8.2	18.0

NORWICH economy

HOUSEHOLDS EARNING BELOW £15,000/YEAR

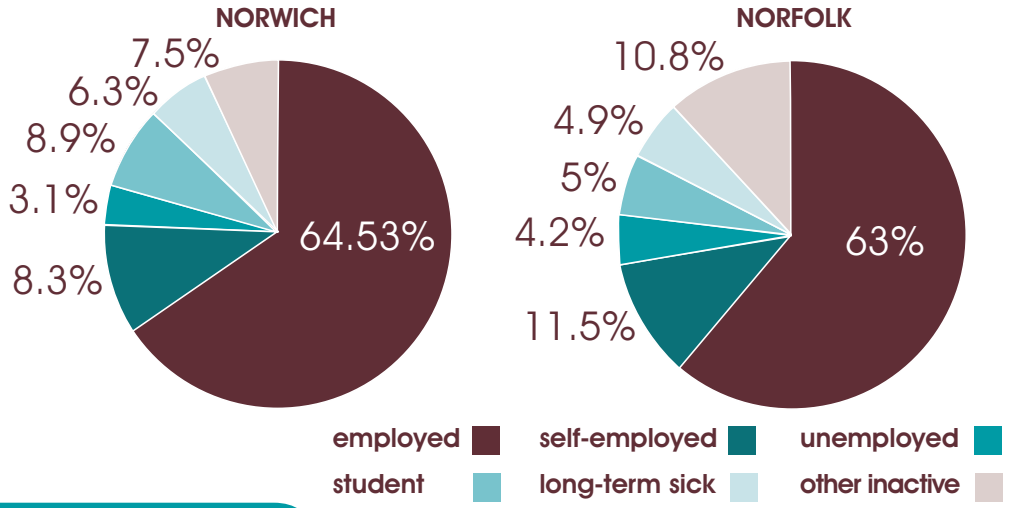
20,033

JSA CLAIMANT COUNT

February 2016 1.6%

February 2015 2.4%

ECONOMIC ACTIVITY (AGES 16-64)



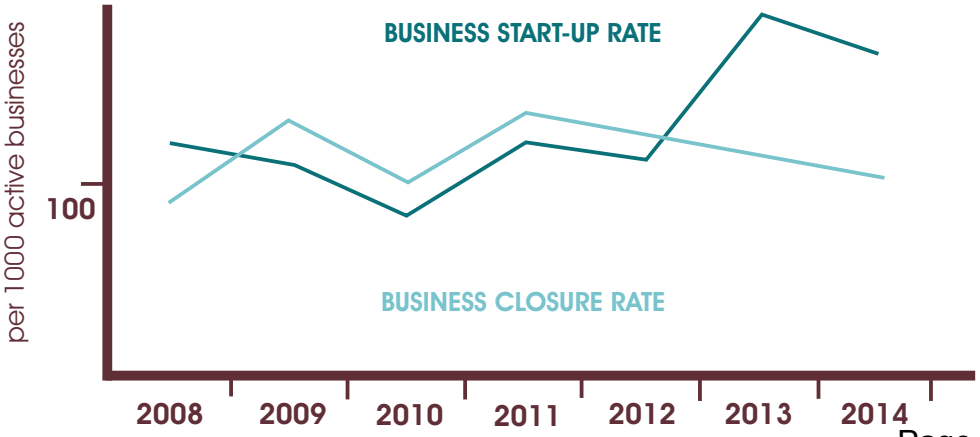
MEDIAN HOUSEHOLD INCOME

£22,825

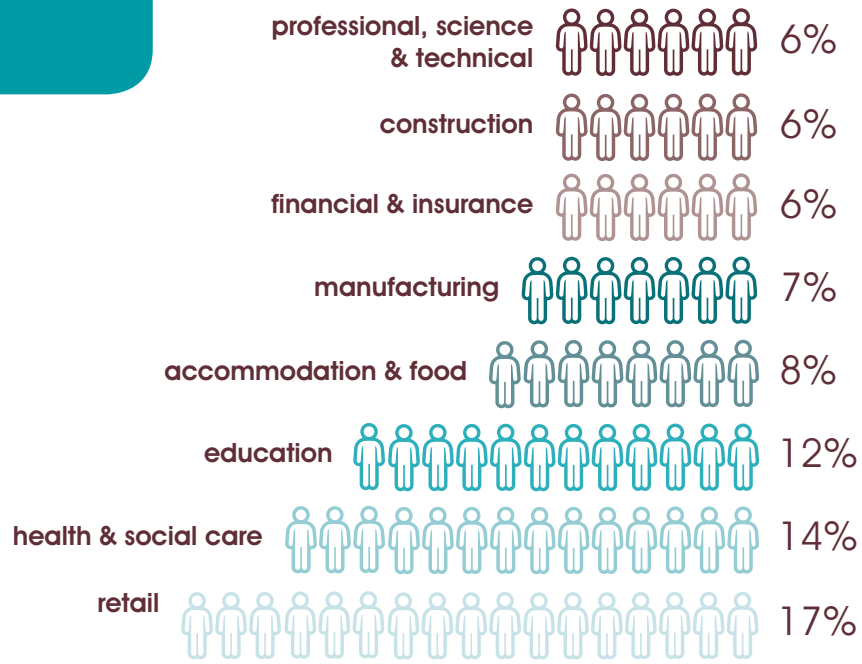
highest ward £36,145

lowest ward £18,406

BUSINESS START-UP RATE



75% OF RESIDENTS EMPLOYED IN...



NORWICH wellbeing

AVERAGE LIFE EXPECTANCY

female 83.7

male 79.5

gap between most deprived and least deprived wards are:

female 3.1 years

male 10.9 years

EXCESS WINTER DEATHS

Norfolk 19.8%

23.3% Norwich

17.4% England

HOSPITAL STAYS/per 100,000 population

self harm 430

alcohol related harm 960

WEIGHT

	Norwich	Norfolk	England
low birth weight –	7%	7%	7%
overweight (R) –	16%	14%	13%
obese (R) –	9%	9%	10%
overweight (Yr6) –	15%	14%	14%
obese (Yr6) –	16%	18%	19%
obese adults –	19%	25%	24%

CRIME AND ANTI SOCIAL BEHAVIOUR

ASB incidents 6,043

all crimes 13,350

97.94/per 1000 population (Norfolk 53.9)

hate crimes 262

hate incidents 261

GOOD LEVEL OF DEVELOPMENT - AGE 5

NORWICH

51.4%

Nelson 70.3% Crome 29.7%

ENGLAND

60%

EDUCATION LEVELS

	Norwich	Norfolk	England
KS2 level 4+ reading –	85%	86%	89%
KS2 level 4+ writing –	81%	83%	85%
KS2 level 4+ maths –	84%	83%	86%
5+ GCSEs A+-C incl english and maths –	44%	52%	57%

LIFE SATISFACTION (out of 10)

England 7.6

Norwich 7.71

Norfolk 7.75

HAPPINESS (out of 10)

England 7.45

Norwich 7.49

Norfolk 7.55

Sources

	Measure	Source	Date range
PEOPLE	Total Population	ONS - Mid Year Estimates	2014
	Age Profile	ONS - Mid Year Estimates	2014
	Ethnicity	Census 2011 Table KS201EW	2011
	Median Age	ONS - Population Projections	2012
	Child poverty	Indices of Multiple Deprivation	2015
	Pensioner poverty	Indices of Multiple Deprivation	2015
	Residents/Households	ACORN CACI Paycheck	2016
PLACE	Tenure	Census 2011	2011
	PS Rents	Home.co.uk	2016 (Live Data)
	House Sales/Prices	Department of Communities and Local gov.	2012-2013
	New homes	Department of Communities and Local gov.	2014-2015
	Fuel poverty	Norfolk Insight	2013
	Transport	Census 2011	2011
	KSI (Road Traffic Casualties)	Norfolk Insight	2014
	CO2 Emissions	DECC	2013
	N02 Emmisions	DEFRA	2015
ECONOMY	Unemployment rates	NOMIS	2016
	Business Births/Deaths	ONS - Business Demography	2014
	Economic Activity	NOMIS	2015
	Industry of Employment	NOMIS	2015
	Average income	ACORN CACI Paycheck	2016
	Households below average income	ACORN CACI Paycheck	2016
WELLBEING	Healthy Life Expectancy at Birth - Male (Years)	ONS	2009-2014 (Average)
	Healthy Life Expectancy at Birth - Female (Years)	ONS	2009-2014 (A)
	Life Expectancy at Birth - Male (Years)	ONS	2009-2014 (A)
	Life Expectancy at Birth - Female (Years)	ONS	2009-2014 (A)
	Inequality in Life Expectancy at Birth - Male (Years)	ONS	2009-2014 (A)
	Inequality in Life Expectancy at Birth - Female (Years)	ONS	2009-2014 (A)
	Mental health	Public Health Profiles	2013-2014 (A)
	Alcohol Related Admissions	Public Health profiles	2013-2014 (A)
	Excess Winter Deaths	Health profiles	2010-2013 (A)
	Obesity	Health profiles	2013-2014 (A)
	Life Satisfaction	ONS	2012-2015 (A)
	Happiness	ONS	2012-2015 (A)
	All Crime	Norfolk Insight	Oct 14 - Sept 15
	Hate crime	NCC Equalities Information Report	July 14 - June 15
	GCSE Attainment	Norfolk Insight	2015
	Literacy	Norfolk Insight	2014
	Low Birthweight	Public Health Profiles	2014
	Development at 5	Norfolk Insight	2014

Report to	Council	**Item**
	27 September 2016	
Report of	Chief finance officer	7
Subject	Treasury Management Full Year Review Report 2015-16	

Purpose

This report sets out the Treasury Management performance for the year to 31 March 2016

Recommendation

To note the report and the treasury activity for the year to 31 March 2016

Financial implications

The report has no direct financial consequences however it does report on the performance of the council in managing its borrowing and investment resources

Ward/s: All Wards

Cabinet member: Councillor Stonard – Resources and business liaison

Contact officers

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Report

1. Background

The council operates a balanced budget, which broadly means cash raised during the year will meet its cash expenditure. Part of the treasury management operations ensure this cash flow is adequately planned, with surplus monies being invested in low risk counterparties, providing adequate liquidity initially before considering maximising investment return. Counterparty risk is the term for the potential risks taken by an investor that the bank, building society, local authority or investment counterparty will be unable to repay the money invested.

The second main function of the treasury management service is the funding of the council's capital plans. These capital plans provide a guide to the borrowing need of the council, essentially the longer term cash flow planning to ensure the council can meet its capital spending operations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses, and on occasion any debt previously drawn may be restructured to meet council risk or cost objectives.

As a consequence treasury management is defined as:

> "The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."

2. Introduction

The council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2015-16. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

During 2015-16 the minimum reporting requirements were that the council should receive the following reports:

- an annual treasury strategy in advance of the year (Council 17/02/2015)
- a mid year (minimum) treasury update report (Cabinet 09/12/2015)
- an annual review following the end of the year describing the activity compared to the strategy (this report)

The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is therefore important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the council's policies previously approved by members.

This council also confirms that it has complied with the requirement under the Code to give prior scrutiny to treasury management reports by the cabinet before they were reported to the full council. Member training on treasury management issues was undertaken during June 2015 in order to support members' scrutiny role.

This report summarises the following:-

- Capital activity during the year (section 3)
- Impact of this activity on the council's underlying indebtedness (the Capital Financing Requirement) (section 4)
- The actual prudential and treasury indicators (section 4)

- Overall treasury position identifying how the council has borrowed in relation to this indebtedness, and the impact on investment balances (section 5)
- Review of treasury strategy and economic factors (sections 6 & 7)
- Borrowing rates and detailed debt activity (sections 8 & 9)
- Investment rates and detailed investment activity (sections 10 & 11)

3. The council's capital expenditure and financing 2015-16

The council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need, which will be satisfied by either external or internal borrowing.

The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed.

£m General Fund	2014/15 Actual	2015/16 Mid-Year Estimate	2015/16 Actual
Capital expenditure	8.3	21.6	15.5
Financed in year	7.2	9.5	9.3
(Over) / unfinanced capital expenditure	1.1	12.1	6.3
£m HRA	**2014/15 Actual**	**2015/16 Mid-Year Estimate**	**2015/16 Actual**
Capital expenditure	30.5	42.9	36.6
Financed in year	32.0	42.9	37.0
(Over) / unfinanced capital expenditure	(1.5)	-	(0.5)

4. The Council's overall borrowing need

The council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the council's debt position. The CFR results from the capital activity of the council and what resources have been used to pay for the capital spend. It represents the 2015-16 unfinanced capital expenditure (see above table), and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

Part of the council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the council's cash position to ensure sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies (such as the Government, through the Public Works Loan Board [PWLB] or the money markets), or utilising temporary cash resources within the council.

Reducing the CFR – the council's (non HRA) underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The council is required to make an annual revenue charge, called the Minimum Revenue Provision – MRP, to reduce the CFR. This is effectively a repayment of the non-Housing Revenue Account (HRA) borrowing need (there is no statutory requirement to reduce the HRA CFR). This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.

The total CFR can also be reduced by:

- the application of additional capital financing resources (such as unapplied capital receipts); or
- charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).

The council's CFR for the year is shown below, and represents a key prudential indicator. It includes PFI and leasing schemes on the balance sheet, which increase the council's borrowing need. No borrowing is actually required against these schemes as a borrowing facility is included in the contract.

£m General Fund	2014/15 Actual	2015/16 Mid-Year Estimate	2015/16 Actual
Opening balance	25.9	26.0	26.0
Add: Unfinanced capital expenditure (as above)	1.1	12.1	6.3
Less: MRP	(1.0)	(1.0)	-
Closing balance	26.0	37.1	32.3
£m HRA	**2014/15 Actual**	**2015/16 Mid-Year Estimate**	**2015/16 Actual**
Opening balance	208.8	207.3	207.3
Add: Unfinanced capital expenditure (as above)	(1.5)	(0.7)	(0.5)
Less: Finance lease repayments	(0.0)	0.0	(0.0)
Closing balance	207.3	206.6	206.8

Borrowing activity is constrained by prudential indicators for net borrowing and the CFR, and by the authorised limit.

Gross borrowing and the CFR - in order to ensure that borrowing levels are prudent over the medium term the council's external borrowing, must only be for a capital purpose. This essentially means that the council is not borrowing to support revenue expenditure. Gross borrowing should not therefore, except in the short term, have exceeded the CFR for 2015-16 plus the expected changes to the CFR over 2015-16 and 2016-17 from financing the capital programme. This indicator allows the council some flexibility to borrow in advance of its immediate capital needs in 2015-16. The table below highlights the council's gross borrowing position against the CFR. The council has complied with this prudential indicator.

£m	2014/15 Actual	2015/16 Mid-Year Estimate	2015/16 Actual
Gross borrowing	224.2	224.5	224.2
CFR	233.3	243.7	239.1

The authorised limit - the authorised limit is the "affordable borrowing limit" required by s3 of the Local Government Act 2003. The council does not have the power to borrow above this level. The table below demonstrates that during 2015/16 the council has maintained gross borrowing within its authorised limit.

The operational boundary – the operational boundary is the expected borrowing position of the council during the year. Periods where the actual position is either below or over the boundary is acceptable subject to the authorised limit not being breached.

Actual financing costs as a proportion of net revenue stream - this indicator identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream.

£m	2015/16
Authorised Limit	274.5
Maximum gross borrowing position	234.5
Operational boundary	234.5
Average gross borrowing position	221.6
Financing costs as a proportion of net revenue stream	5.12%

5. Treasury Position as at 31 March 2016

The council's debt and investment position is organised by the treasury management service in order to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through member reporting detailed in the summary, and through officer activity detailed in the council's Treasury Management Practices. At the beginning and the end of 2015-16 the council's treasury (excluding borrowing by PFI and finance leases) position was as follows:

	31- Mar-16 £m	Rate / Return	Average Life years	31- Mar-15 £m	Rate / Return	Average Life years
Fixed Rate Funding						
- PWLB	215.0	4.37%	9.5	218.9	4.42%	10.3
- Market	5.4	4.80%	38.04	5.0	4.80%	39.04
- Other	0.5	3.00%	Perpetually irredeemable	0.5	3.00%	Perpetually irredeemable
Total debt	220.9			224.4		
CFR	239.1			233.3		
Over /(under) borrowing	(18.2)			(8.9)		
Investments	58.3	0.82%	0.4	67.3	0.83%	0.5
Net Debt	162.6			157.2		

The maturity structure of the debt portfolio was as follows:

Maturity structure of fixed rate borrowing	31-Mar-2016 £m	31-Mar-2015 £m
under 12 months	10.75	6.36
12 months and within 24 months	2.00	5.75
24 months and within 5 years	7.00	14.00
5 years and within 10 years	113.16	59.96
10 years and within 20 years	76.83	132.18
20 years and within 30 years	4.12	1.97
30 years and within 40 years	5.29	5.29
Total	**219.15**	**225.51**

The difference between the amounts in the table above and the total debt disclosed in the previous table is the current repayable debt of £1.9m, of which £1.4m relates to accrued interest on the PWLB & Barclays loans and £0.5m is perpetually irredeemable 3% loan stock.

The following table shows the movement in investments in the year.

Investments £'000	Actual 31 March 2015	Movement			Actual 31 March 2016
		Invested	Matured	Transferred to Short Term	
Long Term					
Banks	3,000,000	-	-	-	3,000,000
Short term					
Banks	15,000,000	11,000,000	(16,000,000)	-	10,000,000
Building Societies	30,000,000	37,700,000	(42,700,000)		25,000,000
Local Authorities	5,000,000	-	(5,000,000)		-
Cash Equivalents					
Banks	10,000,000	130,511,219	(130,511,219)		10,000,000
Building Societies	4,250,000	331,485,423	(333,435,423)		2,300,000
Local Authorities	-	8,000,000	-		8,000,000
Total	**67,250,000**	**518,696,642**	**(527,646,642)**	**-**	**58,300,000**

The maturity structure of the investment portfolio was as follows:

£'000	31-Mar-16	31-Mar-15
Longer than 1 year	3,000	3,000
Under 1 year	55,300	64,250
	58,300	**67,250**

6. The Strategy for 2015-16

The expectation for interest rates within the treasury management strategy for 2015/16 anticipated low but rising Bank Rate, (starting in quarter 1 of 2016), and gradual rises in medium and longer term fixed borrowing rates during 2016/17. Variable, or short-term rates, were expected to be the cheaper form of borrowing over the period. Continued uncertainty in the aftermath of the 2008 financial crisis promoted a cautious approach, whereby investments would continue to be dominated by low counterparty risk considerations, resulting in relatively low returns compared to borrowing rates.

In this scenario, the treasury strategy was to postpone borrowing to avoid the cost of holding higher levels of investments and to reduce counterparty risk.

The actual movement in gilt yields meant that the general trend in PWLB rates during 2015/16 was an increase in rates during the first quarter followed by marked bouts of sharp volatility since July 2015 but with an overall dominant trend for rates to fall to historically low levels by the end of the year.

7. The Economy and Interest Rates

Market expectations for the first increase in Bank Rate moved considerably during 2015/16, starting at quarter 3 2015 but soon moving back to quarter 1 2016. However, by the end of the year, market expectations had moved back radically to quarter 2 2018 due to many fears including concerns that China's economic growth could be heading towards a hard landing; the potential destabilisation of some emerging market countries particularly exposed to the Chinese economic slowdown; and the continuation of the collapse in oil prices during 2015 together with continuing Eurozone growth uncertainties.

These concerns have caused sharp market volatility in equity prices during the year with corresponding impacts on bond prices and bond yields due to safe haven flows. The Bank Rate, therefore, remained unchanged at 0.5% for the seventh successive year. Economic growth (GDP) in the UK surged strongly during both 2013/14 and 2014/15 to make the UK the top performing advanced economy in 2014. However, 2015 has been disappointing with growth falling steadily from an annual rate of 2.9% in quarter 1 2015 to 2.1% in quarter 4.

The Funding for Lending Scheme, announced in July 2012, resulted in a flood of cheap credit being made available to banks which then resulted in money market investment rates falling materially. These rates continued at very low levels during 2015/16.

The sharp volatility in equity markets during the year was reflected in sharp volatility in bond yields. However, the overall dominant trend in bond yields since July 2015 has been for yields to fall to historically low levels as forecasts for inflation have repeatedly been revised downwards and expectations of increases in central rates have been pushed back. In addition, a notable trend in the year was that several central banks introduced negative interest rates as a measure to stimulate the creation of credit and hence economic growth.

The ECB had announced in January 2015 that it would undertake a full blown quantitative easing programme of purchases of Eurozone government and other bonds starting in March at €60bn per month. This put downward pressure on Eurozone bond yields. There was a further increase in this programme of QE in December 2015. The anti-austerity government in Greece, elected in January 2015 eventually agreed to implement an acceptable programme of cuts to meet EU demands after causing major fears of a breakup of the Eurozone. Nevertheless, there are continuing concerns that a Greek exit has only been delayed.

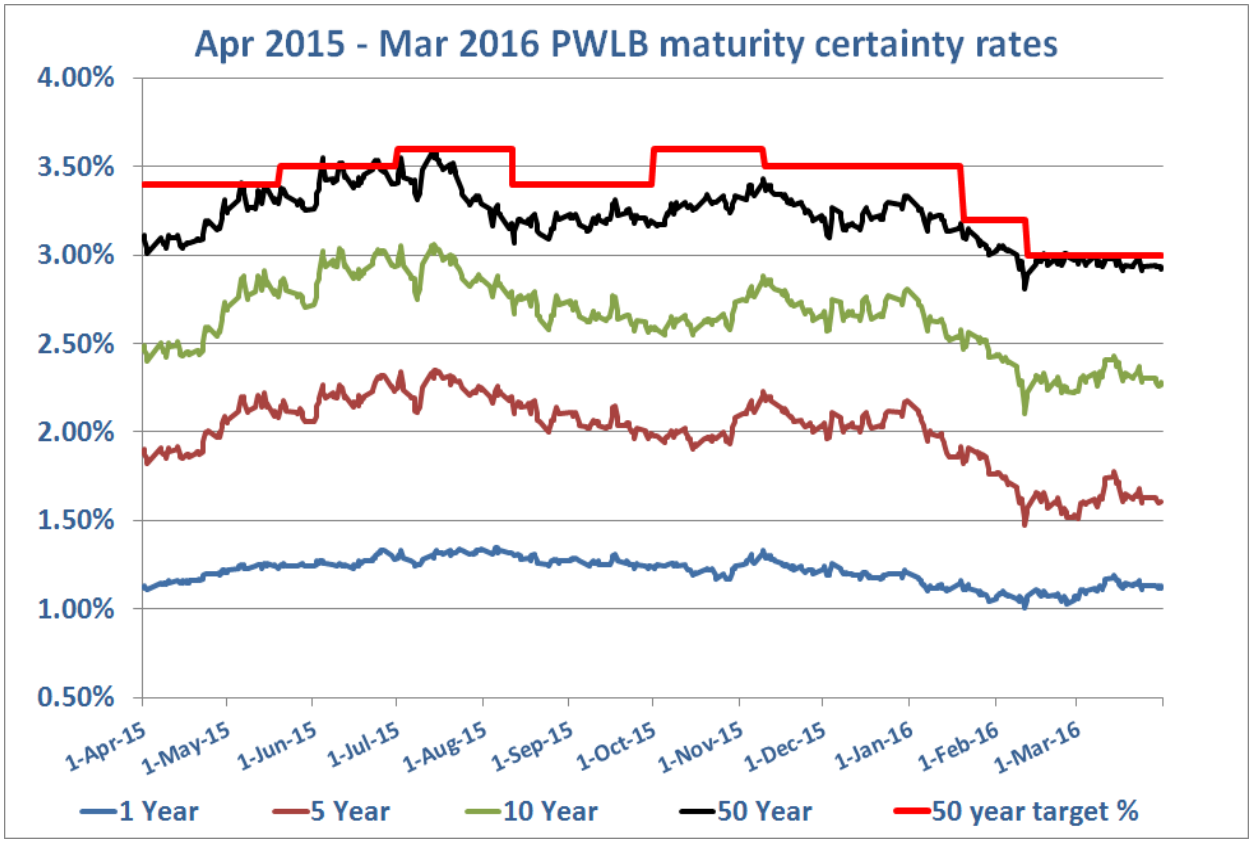
As for America, the economy has continued to grow healthily on the back of resilient consumer demand. The first increase in the central rate occurred in December 2015 since when there has been a return to caution as to the speed of further increases due to concerns around the risks to world growth.

On the international scene, concerns have increased about the slowing of the Chinese economy and also its potential vulnerability to both the bursting of a property bubble and major exposure of its banking system to bad debts. The Japanese economy has also suffered disappointing growth in this financial year despite a huge programme of quantitative easing, while two of the major emerging market economies, Russia and Brazil, are in recession. The situations in Ukraine, and in the Middle East with ISIS, have also contributed to volatility.

The UK elected a majority Conservative Government in May 2015, removing one potential concern but introducing another due to the promise of a referendum on the UK remaining part of the EU. The government maintained its tight fiscal policy stance but the more recent downturn in expectations for economic growth has made it more difficult to return the public sector net borrowing to a balanced annual position within the period of this parliament.

8. Borrowing Rates in 2015-16

PWLB borrowing rates - the graphs and table for PWLB maturity rates below show for a selection of maturity periods, the high and low points in rates, the average rates, spreads and individual rates at the start and the end of the financial year.



Borrowing Outturn for 2015-16

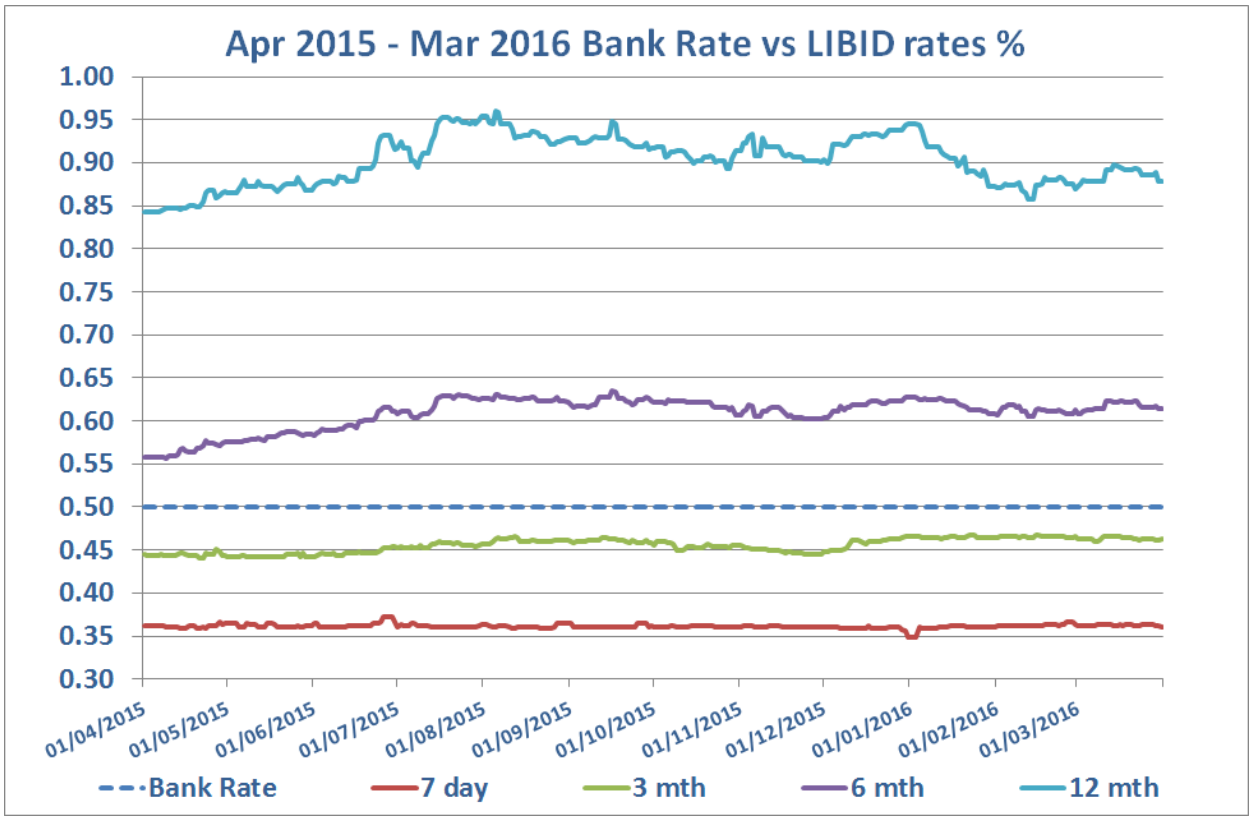
Due to investment concerns, both counterparty risk and low investment returns, no borrowing was undertaken during the year. However during 2015-16 £5.06m of PWLB debt was repaid.

Borrowings by the Council

During 2015-16 the council paid £9.78m in interest cost, this compares to a budget assumption of £9.70m

Investment Rates in 2015-16

Bank Rate remained at its historic low of 0.5% throughout the year; it has now remained unchanged for seven years. Market expectations as to the timing of the start of monetary tightening started the year at quarter 1 2016 but then moved back to around quarter 2 2018 by the end of the year. Deposit rates remained depressed during the whole of the year, primarily due to the effects of the Funding for Lending Scheme and due to the continuing weak expectations as to when Bank Rate would start rising.



9. Investment Outturn for 2015-16

Investment Policy – the council's investment policy is governed by CLG guidance, which was implemented in the annual investment strategy approved by the council on 17 February 2015. This policy sets out the approach for choosing investment counterparties, and is based on credit ratings provided by the three main credit rating agencies supplemented by additional market data (such as rating outlooks, credit default swaps [a financial swap agreement that the seller of the CDS will compensate the buyer in the event of a loan default or other credit event]., bank share prices etc.).

The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

Resources – the council's cash balances comprise revenue and capital resources and cash flow monies. The council's core cash resources comprised as follows:

£m Balance Sheet Resources	**31-Mar-16**	**31-Mar-15**
Balances	38.3	29.8
Earmarked Reserves	3.9	4.1
Useable Capital receipts	17.3	24.9
Capital grants Unapplied	3.2	5.1
Total	**62.7**	**63.9**

Investments held by the council - the council maintained an average balance of £74.6m of internally managed funds. The internally managed funds earned an average rate of return of 0.82%. The comparable performance indicator is the average 7-day LIBID rate, which was 0.361%. This compares with a budget assumption of £77.6m investment balances earning an average rate of 1.0%. The average of the population of 206 local authorities was 0.70% and that of 87 non-met authorities was 0.72%.

The council's investment return for 2015-16 is £1,027,445 which is £427,445 above the amount budgeted for the year of £600,000. The variance is due to having a higher average balance to invest.

The council is part of a benchmarking group across Norfolk, Suffolk & Cambridgeshire, the table below shows the performance of the council's investments compared to the other councils (who have been made anonymous). This shows that the rate of return achieved by investments held at the year end by the council as being the 5th highest and with the 6th highest risk when compared to the rest of the benchmarking group.

Council	**WARoR**		**WA Risk**		**WAM**		**WA Tot. time**	
	31-Mar-16	**31-Mar-15**	**31-Mar-16**	**31-Mar-15**	**31-Mar-16**	**31-Mar-15**	**31-Mar-16**	**31-Mar-15**
Norwich	0.85%	0.83%	5.2	4.7	126	173	274	329
A	1.07%	0.90%	3.2	2.9	240	216	503	419
B	0.60%	0.51%	3.4	2.6	205	51	326	80
C	0.90%	0.75%	5.5	3.5	84	27	232	218
D	0.92%	0.78%	5.7	3.9	169	114	301	217
E	0.84%	0.68%	5.7	3.5	179	136	267	204
F	0.84%	0.75%	5.7	4.0	116	92	275	172
G	0.81%	0.79%	4.1	3.2	205	201	326	281
H	0.98%	0.89%	5.4	4.3	41	54	261	216

WARoR – Weighted average rate of return. This is the average annualised rate of return weighted by the principle amount in each rate

WA risk – Weighted average risk number. Each institution is assigned a colour to a suggested duration using Sector's credit methodology. The institution is assigned a number based on its colour and an average, weighted using principal amount, of these numbers is calculated.

1 Up to 5 years

2 Up to 2 years

3 Up to 1 year

4 Up to 6 months

5 Up to 3 months

6 0 months

A number of 4.7 means between 3 to 6 months

WAM – Weighted average time to maturity. This is the average time, in days, until the portfolio matures, weighted by the principle amount

WA Tot. Time – Weighted average total time. This is the average time, in days, that deposits are lent out for, weighted by the principle amount

Integrated impact assessment

NORWICH City Council

Report author to complete	
Committee:	Council
Committee date:	27 September 2016
Head of service:	Justine Hartley
Report subject:	Full Year Treasury Management Report
Date assessed:	31 August 2016
Description:	This is the integrated impact assessment for the Full Year Treasury Management Report to council for 2015-16

	Impact			
Economic (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Finance (value for money)	☐	☒	☐	The report has no direct financial consequences however it does report on the performance of the council in managing its borrowing and investment resources
Other departments and services e.g. office facilities, customer contact	☒	☐	☐	
ICT services	☒	☐	☐	
Economic development	☒	☐	☐	
Financial inclusion	☒	☐	☐	
Social (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Safeguarding children and adults	☒	☐	☐	
S17 crime and disorder act 1998	☒	☐	☐	
Human Rights Act 1998	☒	☐	☐	
Health and well being	☒	☐	☐	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Relations between groups (cohesion)	☒	☐	☐	
Eliminating discrimination & harassment	☒	☐	☐	
Advancing equality of opportunity	☒	☐	☐	
Environmental (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Transportation	☒	☐	☐	
Natural and built environment	☒	☐	☐	
Waste minimisation & resource use	☒	☐	☐	
Pollution	☒	☐	☐	
Sustainable procurement	☒	☐	☐	
Energy and climate change	☒	☐	☐	
(Please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Risk management	☒	☐	☐	

Recommendations from impact assessment
Positive
Negative
Neutral
Issues

Report to	Council	**Item**
	27 September 2016	8
Report of	Chief finance officer	
Subject	Four year financial sustainability plan	

Purpose

To propose for approval the draft four year financial sustainability plan to meet the requirements of the four year efficiency plan and flexible use of capital receipts strategy.

Recommendations

To:

1. approve cabinet's recommendation of 14 September that the council pursues the offer of a four year funding settlement by publishing an efficiency plan by 14 October 2016 and sending a link thereto to the Department for Communities and Local Government; and

2. approve the draft four year financial sustainability plan as recommend by cabinet to meet the requirements of both the four year efficiency plan and flexible use of capital receipts strategy.

Corporate and service priorities

The report helps to meet all the corporate priorities.

Financial implications

The government has offered local authorities the opportunity to achieve greater certainty and confidence in funding levels through the offer of a four year funding settlement for 2016-17 to 2019-20 subject to the submission of an "efficiency plan". This draft four year financial sustainability plan sets out to meet the requirements of such an efficiency plan and includes indicative income increases, savings and anticipated cost pressures for 2017/18 to 2020/21 being addressed through the council's transformation programme.

Ward/s: All wards

Cabinet member: Councillor Stonard – Resources and business liaison

Contact officers

Justine Hartley, chief finance officer 01603 212440

Background documents

Four year financial sustainability plan, cabinet 14 September 2016

Report

Background

Four Year Efficiency Plan

1. The Local Government finance settlement for 2016-17 introduced the opportunity to achieve greater certainty and confidence in funding levels through the offer of a four year funding settlement for Local Authorities for 2016-17 to 2019-20 subject to the submission of an "efficiency plan". This was followed by a letter in March 2016 to all Council leaders from Greg Clarke, Secretary of State for Communities and Local Government, setting out further details but stressing that he wanted the offer, and the production of an efficiency plan, to be as simple and straightforward as possible.

2. The offer is optional but the letter states that "Those councils that choose not to accept the offer, or do not qualify, will be subject to the existing yearly process for determining the local government finance settlement. Allocations could be subject to further reductions dependant on the fiscal climate and the need to make further savings to reduce the deficit."

3. The Government has not issued detailed guidance on the contents of an efficiency plan but the Local Government Association have joined together with CIPFA to provide some top tips on what a plan should include.

4. The offer applies to funding from revenue support grant, transitional funding and rural services delivery grant. The council does not receive either of the latter grants but the figures set out in the finance settlement for revenue support grant are set out below.

Year	2016-17	2017-18	2018-19	2019-20
Indicative revenue support grant funding	£2,567k	£1,671k	£982k	£213k

5. Interest in accepting the offer will only be considered if a link to a published efficiency plan is received by 5pm on Friday 14th October.

Flexible use of capital receipts

6. In the Spending Review 2015, the Chancellor of the Exchequer announced that "to support local authorities to deliver more efficient and sustainable services, the government will allow local authorities to spend up to 100% of their fixed asset receipts (excluding Right to Buy receipts) on the revenue cost of reform projects". This flexibility is available for the financial years commencing 1st April 2016, 2017 and 2018.

7. For the relevant financial years local authorities are expected to prepare a flexible use of capital receipts strategy. The strategy does not need to be a separate document, and the requirement can be satisfied by including relevant documents within the annual budget documents, as part of a mid term financial plan, or as part of the efficiency plan that local authorities who sign up to the four year settlement deals are required to produce.

Draft financial sustainability plan

8. In response to these offers a draft four year financial sustainability plan has been prepared to meet both the requirements of the four year efficiency plan and the flexible use of capital receipts strategy. This is attached as an annex to this report. The draft was considered by cabinet on 14th September 2016 and recommended to council for approval.

9. The plan references:

   a) the council's efficiency journey to date;

   b) the council's visions, priorities and core values as set out in the corporate plan;

   c) the medium term financial strategy and transformation programme;

   d) the use of reserves including the council's policy to smooth the savings requirements across the four year period to implement savings in a more planned way, and the planned reduction in reserves down to a prudent minimum level to support this process;

   e) the level of income from fees and charges generated and the increasing targets in the corporate plan to build on income generation to help to address the financial challenges faced;

   f) the housing revenue account 30 year business plan and the challenges faced within that plan following recent changes in legislation with particular reference to the impact of the 1% reduction in social rents for 4 years and the anticipated determination to be funded by the sale of higher value properties as they become empty;

   g) the planned use of capital receipts. Around £1.6m of capital receipts are anticipated in 2016/17, however, these are already fully committed to the capital programme. With a desire to retain income generating assets within the portfolio to maximise income levels, there is little scope for application of capital receipts to the cost of reform and so no projects are planned to be funded in this way for 2016/17; and

   h) the council's approach to working with partners and the community.

Recommendation

10. Council is asked to:

    a) Approve cabinet's recommendation that the council pursues the offer of a four year funding settlement by publishing an efficiency plan by 14 October 2016 and sending a link thereto to the Department for Communities and Local Government; and

b) Approve the draft four year financial sustainability plan as recommended by cabinet to meet the requirements of both the four year efficiency plan and flexible use of capital receipts strategy.

Integrated impact assessment

NORWICH City Council

Report author to complete	
Committee:	Council
Committee date:	
Head of service:	Chief Finance Officer
Report subject:	Four year financial sustainability plan
Date assessed:	30/08/16
Description:	This is the integrated impact assessment for the draft four year financial sustainability plan report to council

	Impact			
Economic (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Finance (value for money)	☐	☒	☐	The recommendations of the report will secure continuing value for money in the provision of services to council tax payers and other residents of the city
Other departments and services e.g. office facilities, customer contact	☒	☐	☐	
ICT services	☒	☐	☐	
Economic development	☒	☐	☐	
Financial inclusion	☒	☐	☐	
Social (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Safeguarding children and adults	☒	☐	☐	
S17 crime and disorder act 1998	☒	☐	☐	
Human Rights Act 1998	☒	☐	☐	
Health and well being	☒	☐	☐	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Relations between groups (cohesion)	☒	☐	☐	
Eliminating discrimination & harassment	☒	☐	☐	
Advancing equality of opportunity	☒	☐	☐	
Environmental (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Transportation	☒	☐	☐	
Natural and built environment	☒	☐	☐	
Waste minimisation & resource use	☒	☐	☐	
Pollution	☒	☐	☐	
Sustainable procurement	☒	☐	☐	
Energy and climate change	☒	☐	☐	
(Please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Risk management	☐	☒	☐	Provision has been made for risk within the prudent minimum level of general fund reserves

Recommendations from impact assessment
Positive
None
Negative
None
Neutral
None
Issues
The council will need to continually monitor its anticipated future funding levels and its success in achieving cost reductions and income generation targets to ensure it can deliver to a balanced budget each year.

Annex 1

Norwich City Council: Four year financial sustainability plan 2017/18 to 2020/21

Background

Norwich is an innovative, creative city with big ambition for both the place and the people who live here. The fastest growing economy in the east of England, it is home to the headquarters of 50 major companies, is in the top shopping destinations in the country and is the regional cultural capital. Norwich has been a success story for almost 1,000 years. It is a modern city with a historic heart. It is vibrant and growing fast. Its economic, social, cultural and environmental influence is out of proportion to its size, and extends far beyond its boundary. Norwich's importance to the people of Norfolk and the wider region is clear.

Yet in sharp contrast to this outward economic prosperity, Norwich has a low-wage economy and high levels of deprivation. While the city has many positive aspects, it also has many of the severe issues that urban city centres can experience, poor educational attainment, poor health, and above average crime and antisocial behaviour, although this is reducing. The city council is responsible for approximately 60% of the urban area of the city, including the historic city centre, covering a population of approximately 137,400 people. Key data for the city is summarised in the State of Norwich report available here [Link to be inserted].

The council faces severe financial difficulties over the next four years as reflected in its medium term financial strategy. This results from government reductions in the council's revenue support grant and increasing cost pressures. The council's housing revenue account is equally challenged as a result of the effects of the enforced 1% annual rent reduction for four years considerably reducing the rental income available to spend on housing repairs and improvements in the future. In addition, there are a range of uncertainties which are likely to affect the council's budgets in the years to come. The results of the government's consultation on new homes bonus, the determination on how the government proposes that councils with retained housing stock will cover the cost of 'Right to Buy' of registered housing providers and the impact of business rates appeals and the retention of business rates generally.

The council's efficiency journey in recent years

Norwich city council has been on a journey of continuous improvement in recent years delivering significant efficiency savings and winning numerous awards along the way. Measures have included lean systems reviews, smart procurement and reconfiguring services in addition to investing in new website design to make on line services easier to access and pursuing initiatives to increase income to the council such as building a new car park. Through these measures the council has delivered approximately £27m of recurring revenue savings over the last 6 years. It won the gold award for 'Council of the Year' in the Improvement and Efficiency Awards 2014 and the 'Most Improved Council Award' in the Local Government Chronicle (LGC)

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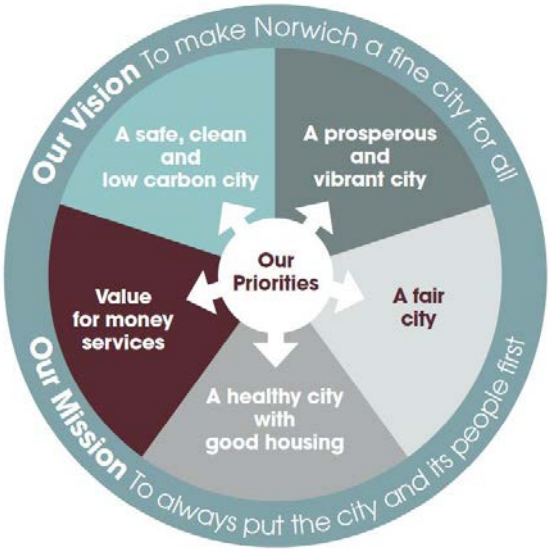
awards 2014. It was also a finalist in the Municipal Journal's 'Best Achieving Council' award 2015 and in the LGC 'Council of the Year' award 2016.

However, the Council has reached the point where the potential for reconfiguration of services is increasingly limited and a redesign of the council is necessary. With the resources available to the council in future, it will not be able to meet the aspirations of the corporate plan and new priorities need to be set that can be delivered within the reduced resources available.

The Council's vision, priorities and core values

The council's current corporate plan sets out the council's vision and mission and its priorities. It also sets out the actions to be taken to meet those priorities alongside how success in achieving priorities will be measured. The corporate plan is available here [Link to be inserted] and the vision, mission and priorities are summarised below.



On 23rd Feb 2016 the leader of the council announced that a review of the corporate plan would be undertaken to consider the need to reflect any changes in national financing arrangements to both general and housing revenue funds. This was followed by agreement from cabinet on 8th June 2016 to the initiation of a process to:

a) Work with partners in the public, private, voluntary and community sectors to develop a new city vision
b) Develop a revised corporate plan, priorities and performance measures which reflects the council's part in supporting that vision
c) Determine a new blue print or operating model to guide how the council works in future which reflects available resources

This work is currently underway.

The medium term financial strategy and transformation programme

The council's medium term financial strategy (MTFS) reflects the latest projections of anticipated income and spend and sets savings targets to be achieved by the council

for the next 5 years. The MTFS is published annually with the budget papers and the latest published MTFS up to 2021/22 was approved by council on 23rd Feb 2016 and is available here [Link to be inserted]. The MTFS sets a net savings requirement for the council of £2.3m pa for the next 4 years reducing to £1.1m in 2021/22.

The council's transformation programme considers the required net savings to deliver a balanced budget for the council and brings together increasing cost pressures, increases in income generation and planned savings to produce a set of proposals to meet the budget challenge. The transformation programme for 2016/17 was approved by Council on 23rd Feb 2016 as part of the budget papers. The transformation programme for 2017/18 to 2021/22 is summarised at appendix 1.

Significant uncertainty remains around a number of funding streams. In particular, we are still awaiting outcomes following the consultation on the future of the New Homes Bonus grant. And the move to the retention of 100% of business rates by local government by 2020 will bring changes to that stream of funding. Currently the council collects nearly £80m in business rates each year but only keeps around £5m of this for its own use, and whilst growth in business rates has been seen this has been eroded by appeals, moves to the central list and from properties changing use that have meant the council has not achieved its baseline funding levels from business rates in either 2015/16 or 2014/15. The transformation programme is therefore, by necessity, a flexible programme which needs to adjust to funding challenges as they arise.

The key themes from the transformation programme are set out below:

- Maximising income generation where possible whist taking into account the ability to pay
- Maximising returns from assets, particularly the council's commercial portfolio and investing for further return
- Review of the customer contact model and service standards including moving to more digital engagement following the recent launch of the council's new website
- Review of neighbourhoods and enforcement functions including achieving efficiencies through more streamlined enforcement functions and encouraging active participation in neighbourhoods by residents
- Working with partners to maximise income and reduce costs including through shared services
- Organisational review and work styles, which has commenced with the recent review of the senior management structure
- Review of support services and overheads to minimise support costs and protect front line services wherever possible; and
- Reductions in service levels and / or stopping of services including a review of the balance between spend on statutory and discretionary services, and the priorities in the corporate plan.

Use of reserves

The council had general reserves of £12.1m at the 1st April 2016. The council has adopted a policy of using reserves to smooth the savings required across a number

of years to enable a more planned approach to the delivery of savings through the transformation programme. In line with this policy, the MTFS assumes that reserves will reduce significantly over the next 5 years to just over £5m. The council sets a prudent minimum level of reserves as part of budget setting each year which is designed to be sufficient to meet unforeseen circumstances that may arise. This prudent minimum level of reserves currently stands at £4.3m. The MTFS forecast reduction in reserves and the anticipated level of reserves compared to the prudent minimum level are shown in Appendix 2.

Government funding and the four year offer

On 10th March 2016 the secretary of state for communities and local government wrote to all council leaders offering a four year settlement subject to publication of an efficiency plan. The funding streams included within this settlement offer are revenue support grant (RSG), rural services delivery grant and transitional grant. The council does not receive either of the latter two grants but revenue support grant amounts as per the indicative 4 year allocations are set out below:

Year	2016-17	2017-18	2018-19	2019-20
Indicative RSG funding	£2,567k	£1,671k	£982k	£213k

No revenue support grant is expected beyond 2019-20.

These reductions in government funding will be very challenging to address given the level of savings already delivered in recent years, but the council welcomes the certainty of funding offered which will enable the transformation programme to progress in a more planned way over the next 4 years without having to respond to annual changes in government formula funding.

Achieving financial self sufficiency

Wherever possible the council is seeking to generate new streams of income to avoid cuts to services. Recent examples of this include a new car park which has just opened in the city, and the setup of a housing development company to provide high quality homes within the city whilst at the same time providing an income stream for the council. The council is also looking at a range of other income options and its current income streams to ensure income generation opportunities are maximised.

The council's corporate plan sets the following targets for income from fees and charges as a % of spend:

2015-16 43.2%
2016-17 44.2%
2017-18 45.2%

For 2015-16 the council exceeded its target with income from fees and charges representing 47.6% of spend. These income targets exclude income from council tax

and business rates and funding from grants. Total projected income, excluding funding from grants, is forecast to total £41.1m by 2020 as set out below.

Source of funding (2020)	**Anticipated funding level £k**
Business rates	5,610
Council tax	8,765
Fees and charges	26,791
Total	**41,166**

The housing revenue account (HRA)

Whilst the MTFS covers the general fund budget, the HRA has a separate business plan which covers both its revenue and capital spend over a 30 year period. The latest business plan was approved by council on 23rd February 2016 and is available here [Link to be inserted]. Following the 1% annual rent reduction for social rents for four years from 2016 set out in the Welfare Reform and Work Act 2016, and the anticipated determination required to be paid in future introduced in the Housing and Planning Act 2016 to fund right to buy sales by registered providers, the HRA is like the general fund under significant financial pressure. Some £7m per year has been removed from the HRA business plan already as a result of the 1% rent reduction, mainly through reduced costs of maintenance. Further efficiencies in spend are being sought in HRA services to prepare for the payment of the determination. The transformation programme themes therefore covers both general fund and HRA funded services.

Use of capital receipts

In the spending review 2015 the chancellor of the exchequer announced that 'to support local authorities to deliver more efficient and sustainable services, the government will allow local authorities to spend up to 100% of their fixed asset receipts (excluding Right to Buy Receipts) on the revenue costs of reform projects.

The Council has a range of assets which it holds of which the most significant are its housing stock and investment properties. The housing stock sits within the housing revenue account (HRA) which is a ring fenced account and capital receipts from this could only be used for efficiency projects within Housing. The stock of investment properties require ongoing maintenance and investment to maintain income streams and these costs are already funded from capital receipts. Spend on essential works to other assets is also funded from capital receipts and with a desire to keep assets within the portfolio which have good revenue returns the availability of further capital receipts to fund the revenue costs of reform is limited. For 2016-17 the council is anticipating £1.6m in funding from capital receipts but these are fully committed to the capital programme. The council is not therefore planning to fund any costs of reform from capital receipts.

Working with partners

The council recognises that to achieve the best for Norwich with decreasing resources it needs to work collaboratively with public, private and voluntary sector organisations. In particular, the Council has partnered with its neighbours Broadland District Council, South Norfolk Council and Norfolk County Council to form the Greater Norwich Growth Board producing a Joint Core Strategy for the Greater Norwich area. It has set up Joint Ventures with the Norse group for the provision of property and environmental services, managing its commercial portfolio and maintaining and enhancing its housing stock. It has partnered with LGSS via Cambridgeshire and Northamptonshire County Councils for the provision of services including finance and IT. And it has partnered with other local councils across Norfolk and East Anglia on services such as legal services, building control, etc, and works with the county council, local health and police services.

Of course, it is not just the city council that is facing diminishing resources, the County council, probation service, police, clinical commissioning groups and NHS trusts are all under pressure. The same is also true for voluntary and community organisations, with whom we collaborate and from whom we commission services. It is unclear how these varying pressures will impact collectively on the people of Norwich. The approach we have taken across voluntary and statutory partners is to identify areas of common concern and where we can have a positive impact upon shared priorities, whilst recognising each organisation has its own sets of priorities.

The council's operating model, focussing particularly on the delivery of front line services, needs to continue to evolve with greater transformational change. Using and integrating the principles of the council's neighbourhood working model – reducing duplication, greater collaboration with partners, developing the role of residents, demand management and behaviour change – a number of approaches are being developed, often testing and piloting these to understand their effectiveness that will contribute to the council's financial sustainability. The following are some examples of where the council work in partnership to deliver services.

Early help

Working with Norfolk Childrens Services, Norfolk Constabulary and Norwich CCG to deliver an Early Help Hub that provides partners with a space to collaborate, consult with one another, problem solve and share information to make sure families and residents in need of help, receive the most appropriate and effective support as soon as possible. The objective is to provide help where it is required early to reduce delay and duplication and reduce the need for higher cost interventions.

Where early help fails to make a difference, issues will be escalated swiftly to the correct service or specialist team who can provide an intervention. This might include the joint council and police operational partnership team that focusses on risk based ASB interventions or the council's Families Unit that supports families with multiple and complex needs enabling them to maintain their tenancies, manage their homes and their children effectively within their communities and move towards social inclusion.

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Collaboration with the voluntary sector

With Norwich facing significant deprivation issues, the corporate priority of *a fair city*, sets out to reduce the social, financial and economic inequality that occurs in some communities.

The provision of free to access advice services is an important part of the council's response to these often deep and entrenched needs. Using a needs assessment to scope the service requirements, and using the council's commissioning framework that sets out to secure value for money through better relationships with public, private and voluntary organisations, a consortium of voluntary organisations comprising Norfolk Community Law Service, Age UK Norwich, Shelter, Mancroft Advice Project (MAP), and Equal Lives, are delivering a variety of debt management, financial capability and income maximisation services specified.

Using this approach allows providers to develop the interventions based on their own expertise and knowledge of clients rather than the council prescribing activity and risk losing the innovation available in the sector as well as helping to deliver a flexible, effective and sustainable advice sector in the city.

This collaboration is being developed further with an area based approach being tested in one part of the city to reduce the issues of inequality. This project is taking a preventative approach to improving the health and wellbeing of residents in Lakenham, with a focus on those on low incomes and/or suffering the poorest health.

The programme is delivering coordinated action by the council, partners including the GP surgery, Childrens Centre, CAB, schools, Norse commercial services and the community with the aim of trialling new ways of working to join up local services and engage and build resilience within the local community

Community enabling and active communities

Norwich has a long history of community led activity and there are opportunities for the council to support and enable local residents to be more self-sufficient. This will allow the council to focus its reducing resources on those more vulnerable residents who really need help.

Working through an asset based approach and in partnership with existing voluntary and community sector organisations, the council will encourage greater self-service amongst citizens and residents to be more involved in the life of their neighbourhood dealing with local challenges by the community themselves.

If successful and residents are more active with increased skills, confidence and aspiration, there is the potential to develop the social value of the council's procurement by stimulating social and community enterprises to deliver certain council contracts that provide local employment and value for money service delivery.

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Appendix 1: Transformation programme indicative income increases, savings and cost pressures 2017/18 to 2020/21

	2017/18	2018/19	2019/20	2020/21
Income generation	£961k	£848k	£471k	£577k
Maximising returns from assets	£75k	£192k	£369k	£150k
Customer contact model and service standards	£315k	£315k	£315k	£315k
Neighbourhoods and enforcement	£200k	£440k	£226k	£200k
Working with partners and shared services	£670k	£205k	£205k	£532k
Organisational review and work styles	£98k	£48k	£85k	£50k
Review of support services and overheads	£343k	£132k	£107k	£193k
Reductions in service levels and / or stopping of services including a review of the balance between spend on statutory and discretionary services, and the priorities in the corporate plan	£297k	£885k	£1,287k	£1,048k
Less: Cost pressures	£(644)k	£(750)k	£(750)k	£(750)k
TOTAL	£2,315k	£2,315k	£2,315k	£2,315k

We will use our best endeavours to focus on income generation, efficiencies through remodelling of services, and reducing cost pressures wherever possible, but inevitably will have to consider reductions in services levels and stopping of services to meet the level of savings required. Detailed savings proposals will continue to be presented to the Council for agreement on an annual basis.

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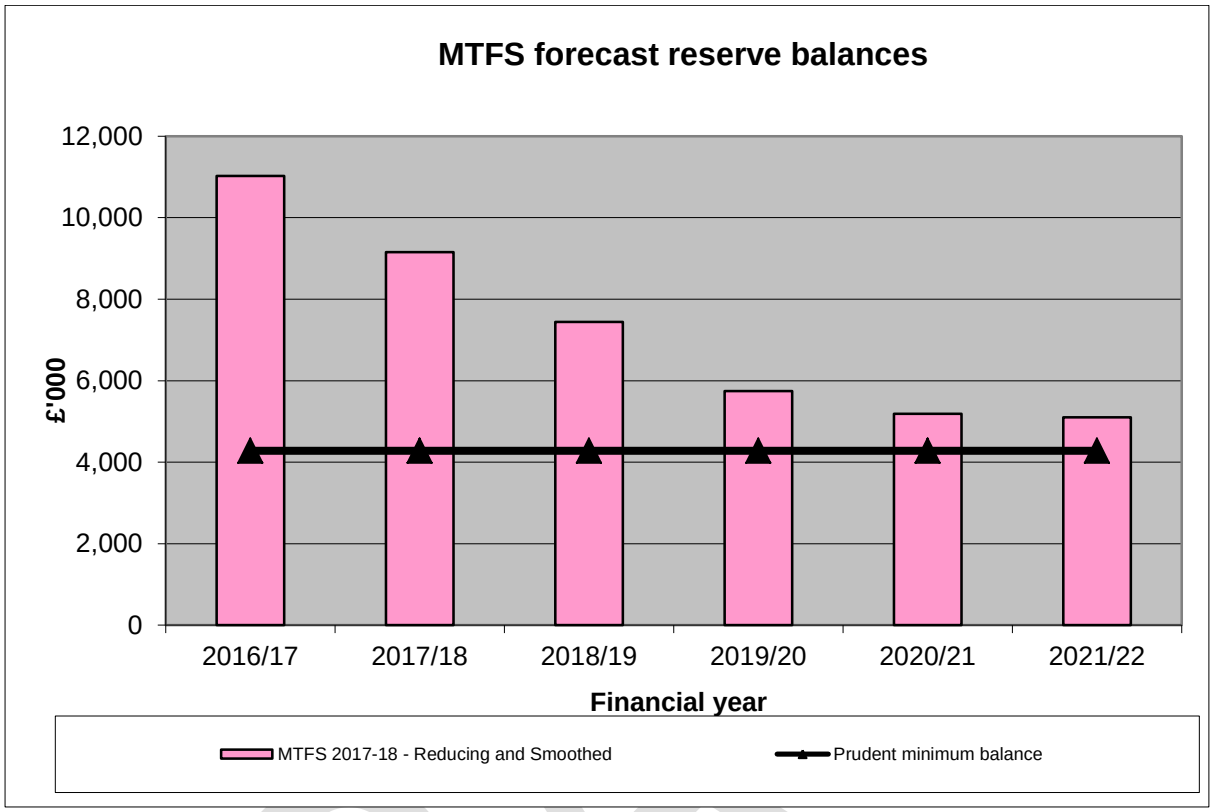
Appendix 2: MTFS forecast general reserve balances 2016/17 to 2020/21



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Report to	Council	**Item**
	27 September 2016	
Report of	Head of citywide services	9
Subject	Adoption of a new, single byelaw consolidating existing acupuncture, tattooing, semi-permanent skin-colouring, cosmetic piercing and electrolysis regulations.	

Purpose

To seek approval for the adoption of a single consolidated byelaw to replace the existing three byelaws, adopted in 1986 that regulate acupuncture, tattooing, ear piercing and electrolysis.

Recommendation

To adopt the consolidated model byelaws for the control of acupuncture, tattooing, semi-permanent skin-colouring, cosmetic piercing and electrolysis, as set out in appendix A, and following the adoption of such byelaws the existing byelaws be revoked.

Corporate and service priorities

The report helps to meet the corporate priority a safe, clean and low carbon city

Financial implications

None

Ward/s: All Wards

Cabinet member: Councillor Kendrick –Neighbourhoods and community safety

Contact officers

Adrian Akester, head of citywide services 01603 212331

Background documents

None

Report

Background

1. The purpose of this report is to seek approval to adopt a new byelaw in respect of acupuncture, tattooing, semi-permanent skin-colouring, cosmetic piercing and electrolysis.

2. The Local Government (Miscellaneous Provisions) Act 1982 introduced specific controls for certain skin piercing activities such as ear piercing, tattooing, acupuncture and electrolysis. The controls enable local authorities to require the registration of such activities to ensure that operators meet hygienic standards. The principal reason for the introduction of the controls was related to the risks of transmission of blood borne diseases such as HIV and Hepatitis.

3. Licencing committee resolved to adopt the Local Government (Miscellaneous Provisions) Act 1982 Part VIII Sections 14, 15, 16 and 17 which apply to acupuncture, tattooing, ear piercing and electrolysis on 8 April 1986, which came into effect from 1 June 1986 enabling the adoption of the existing byelaws.

4. The council currently has three separate byelaws which were adopted in 1986, these three byelaws cover the following topics:

    a) Acupuncture.
    b) Ear piercing and Electrolysis.
    c) Tattooing.

5. The proposed new model byelaws (acupuncture, tattooing, semi-permanent skin-colouring, cosmetic piercing and electrolysis) has been prepared for adoption. It encompasses the three existing byelaws and is extended to include a number of new treatments which have been developed since the implementation of the current byelaws.

6. At the introduction of the new model byelaws, the three existing byelaws will be revoked.

7. Since the initial controls were introduced there have been a number of developments in skin piercing, primarily associated with fashion trends. Consequently the current practices known as cosmetic body piercing and semi-permanent skin-colouring are in effect unregulated. Local authorities have expressed concern for a number of years that these practices also pose potential health risks for the transmission of blood borne diseases.

8. In recognition of these concerns the government introduced further controls, through Section 120 and Schedule 6 of the Local Government Act 2003, powers to require the registration of businesses which provide cosmetic piercing and semi-permanent skin-colouring services. The powers must first be adopted by a local authority and continued business registration will be subject to compliance with the established set of model byelaws.

9. The Local Government (Miscellaneous Provisions) Act 1982 Part VIII 15 (6) states a local authority may charge such reasonable fees as they may determine for registration. A business registration charge for each business covered by the byelaws is payable, also an individual registration charge per individual working within the premises is chargeable. These charges will cover the costs of registration and the subsequent inspection of premises.

10. The existing byelaws do not contain provision to deal with issues relating to cosmetic skin piercing, other than ear piercing, or to semi-permanent skin-colouring. It is considered prudent and in the interest of public safety to take this opportunity to make provision for the control of cosmetic skin piercing and semi-permanent skin-colouring.

11. Any persons or premises already registered for activities covered by section 14 and 15 of the Local Government (Miscellaneous Provisions) Act 1982 Part VIII will be unaffected until that person subsequently provides a different form of cosmetic treatment, when a new registration will be required.

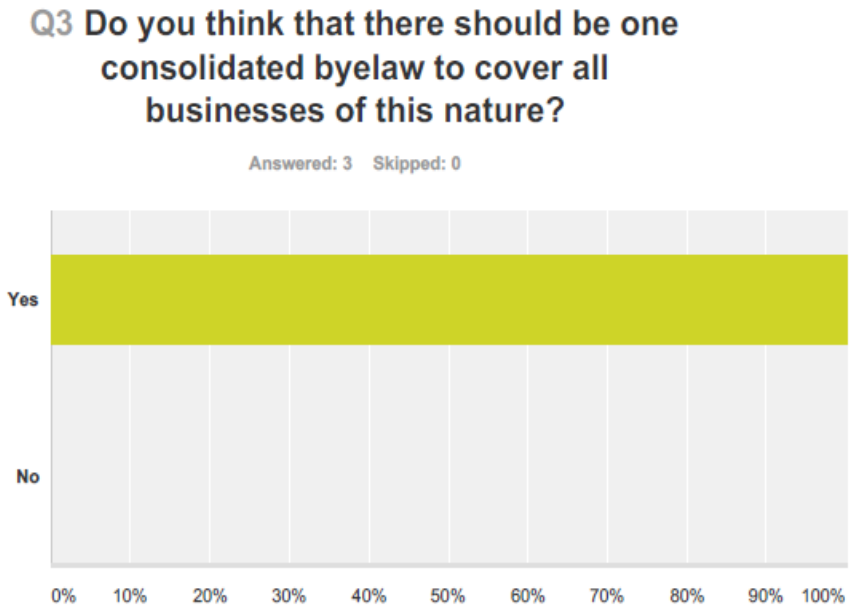
12. The byelaws provides a means for the local authority to secure:

    a) The cleanliness of premises and fittings.
    b) The cleanliness of the operators.
    c) The cleansing and, if appropriate, sterilisation of instruments, materials and equipment.

13. A consultation process has been undertaken which included: an advert detailing our wish to consolidate the byelaws and information on the proposed byelaws, being placed in a local tabloid for two consecutive weeks and the new byelaws were made available for public viewing for a period of one month, at the City Hall for free. A consultation also occurred using the council's website; the byelaws were available for viewing for a period of one month accompanied by an online survey, giving members of the public an opportunity to express their opinion. Three individuals responded to the survey and a detail of their feedback is displayed below:

Chart showing responses to online byelaws consultation

Proposed byelaw for acupuncture, tattooing, semi-permanent skin-colouring, cosmetic piercing and electrolysis



Answer Choices	Responses	
Yes	100.00%	3
No	0.00%	0
Total Respondents: 3		

Conclusion

14. Adoption of the new byelaws and revocation of the existing byelaws is necessary to afford the best public protection. Registration of premises and service providers ensures continued regulation of invasive treatments and reduces the likelihood of spread of blood borne viruses, it is necessary to adopt the new byelaws to maintain controls over an ever changing industry.

15. Existing byelaws do not cover modern treatments which present the same risk as those covered by existing byelaws and the adoption of the new byelaws will enable the authority to continue to protect public and secure the cleanliness of premises and equipment.

16. Therefore the following recommendation is suggested:

> "To recommend council to make the consolidated model byelaws for the control of acupuncture, tattooing, semi-permanent skin-colouring, cosmetic piercing and electrolysis, as set out in appendix A, and following the making of such a byelaws the existing byelaws be revoked."

Licensing Committee decision

17. On the 8 September 2016 the licensing committee agreed to recommend council make the consolidated model byelaws for the control of acupuncture, tattooing, semi-permanent skin-colouring, cosmetic piercing and electrolysis, as set o u t in appendix A, and following the making of such byelaws the existing byelaws be revoked.

Integrated impact assessment

NORWICH City Council

The IIA should assess **the impact of the recommendation** being made by the report
Detailed guidance to help with completing the assessment can be found here. Delete this row after completion

Report author to complete	
Committee:	Council
Committee date:	27 September 2016
Head of service:	Adrian Akester
Report subject:	Adoption of a new, single byelaw consolidating existing acupuncture, tattooing, semi-permanent skin-colouring, cosmetic piercing and electrolysis regulations.
Date assessed:	19 September 2016
Description:	To seek approval for the adoption of a single consolidated byelaw to replace the existing three byelaws, adopted in 1986 that regulate acupuncture, tattooing, ear piercing and electrolysis.

	Impact			
Economic (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Finance (value for money)	☒	☐	☐	
Other departments and services e.g. office facilities, customer contact	☒	☐	☐	
ICT services	☒	☐	☐	
Economic development	☒	☐	☐	
Financial inclusion	☒	☐	☐	
Social (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Safeguarding children and adults	☐	☒	☐	To ensure the correct regulation of 'skin piercing activities'
S17 crime and disorder act 1998	☒	☐	☐	
Human Rights Act 1998	☒	☐	☐	
Health and well being	☐	☒	☐	To help ensure the safety from communicable diseases of those undergoing 'skin piercing activities'
Equality and diversity (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Relations between groups (cohesion)	☒	☐	☐	

	Impact			
Eliminating discrimination & harassment	☒	☐	☐	
Advancing equality of opportunity	☒	☐	☐	
Environmental (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Transportation	☒	☐	☐	
Natural and built environment	☒	☐	☐	
Waste minimisation & resource use	☒	☐	☐	
Pollution	☒	☐	☐	
Sustainable procurement	☒	☐	☐	
Energy and climate change	☒	☐	☐	
(Please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Risk management	☐	☒	☐	Minimises risk to the council through the correct regulation of providers of 'skin piercing activities'

Recommendations from impact assessment
Positive
The consolidation of existing byelaws to regulate those businesses which provide cosmetic piercing and semi-permanent skin-colouring services will help ensure the safety of those undergoing treatments though proper regulation.
Negative
Neutral
Issues