



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, 21 July 2020

18:00

Agenda

Page nos

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 Public questions/petitions

To receive questions / petitions from the public.

Please note that all questions must be received by the
committee officer detailed on the front of the agenda by
10am on Thursday 16 July 2020.

Petitions must be received by the committee officer detailed
on the front of the agenda by **10am on Monday 20 July
2020.**

For guidance on submitting public questions or petitions
please see appendix 1 of the council's constitution.

4 Minutes

5 - 16

To approve the accuracy of the minutes of the meeting held
on 23 June 2020

5 Questions to cabinet members / committee chairs

(A printed copy of the questions and replies will be available at the meeting)

- | | | |
|-----------|--|----------------|
| 6 | Adjustment to the capital programme Norwich City Services Limited
Purpose - To seek approval for an adjustment to the capital programme to provide loans and equity financing for the environment and repairs services company to provide a depot facility and for the council to purchase ICT, tools and equipment for use by the company. | 17 - 24 |
| 7 | Transforming Cities Fund update and match funding
Purpose - To seek approval for a funding contribution to the Norfolk County Council led Transforming Cities Fund programme from transport funding held by Norwich City Council. | 25 - 34 |
| | Annual scrutiny committee review 2019-20
Purpose - To receive the annual review of the scrutiny committee 2019-20. | 35 - 54 |
| 9 | Annual Report of the Audit Committee 2019-20
Purpose - To consider the annual audit committee report 2019-20 | 55 - 72 |
| 10 | Motions
Purpose: To consider motions for which notice has been received in accordance with appendix one of the council's constitution. | 73 - 80 |



Anton Bull
Director of resources

For further information please contact:

Lucy Palmer, democratic team leader
t: (01603) 212416
e: lucypalmer@norwich.gov.uk

Democratic services
City Hall, Norwich, NR2 1NH
www.norwich.gov.uk

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Information for members of the public

Members of the public and the media have the right to attend meetings of full council, the cabinet and committees except where confidential information or exempt information is likely to be disclosed, and the meeting is therefore held in private.

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.



Minutes

COUNCIL

18:00 to 20:40

23 June 2020

Present: Councillor Thomas (Va) (Lord Mayor), Ackroyd, Bogelein, Brociek-Coulton, Button, Carlo, Davis, Driver, Fulton-McAlister (E), Fulton-McAlister (M), Giles, Grahame, Harris, Huntley, Jones, Kendrick, Lubbock, Maguire, Maxwell, McCartney-Gray, Neale, Oliver, Osborn, Packer, Peek, Price, Sands (M), Sands (S), Sarmezey, Schmierer, Stonard, Stutely, Thomas (Vi), Utton, Waters, Wright and Youssef

Apologies: Councillors Giles, Manning and Ryan

1. Lord Mayor's Announcements

The Lord Mayor introduced the meeting.

The Lord Mayor announced that he had attended three events. A virtual meeting of the Civic Association had taken place as well as a virtual city service at Norwich Cathedral. He had also laid a wreath at the war memorial as part of the D-day commemorations.

2. Declarations of Interest

Councillors Kendrick and Stonard declared that they had a conflict of interest in item 7 below and would leave the meeting for the discussion and vote on that item.

3. Public Questions/Petitions

No public questions or petitions had been received.

4. Minutes

RESOLVED to agree the accuracy of the minutes of the meeting held on 17 March 2020.

5. Questions to Cabinet Members/Committee Chairs

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

The questions are summarised as follows:

Question 1	Councillor Carlo to the cabinet member for sustainable and inclusive growth on the highways agreement.
Question 2	Councillor Bogelein to the leader of the council on driving a new green economy.
Question 3	Councillor Lubbock to the cabinet member for sustainable and inclusive growth on changing transport options.
Question 4	Councillor Button to the leader of the council on Covid-19 funding from central government.

(Details of the questions and responses were made available on the council's website prior to the meeting, and are attached to these minutes at Appendix A, together with a minute of any supplementary questions and responses.)

6. Covid-19 :- The council's response and a blueprint for recovery

Councillor Waters moved and Councillor Harris seconded, the recommendations in the report.

Following debate, it was:

RESOLVED, with one member voting against and 35 voting in favour to approve the blueprint and action plan.

7. Adjustment to the capital programme – Norwich Regeneration Ltd options and lending

(Councillors Kendrick and Stonard, having declared a conflict of interest in this item, left the meeting for the discussion and vote on this item.)

Councillor Waters moved and Councillor Harris seconded, the recommendations in the report.

Following debate, it was:

RESOLVED, with 23 voting in favour, 2 against and 10 abstentions to approve the following amendments to the General Fund capital programme:

- (1) an increase in the loan facility for Norwich Regeneration Ltd up to a maximum of £21m (currently £11.4m); and
- (2) an increase in the equity investment in Norwich Regeneration Ltd up to a maximum of £6.2m (currently £2.724m) by acquiring up to 3.5m of £1 ordinary shares.

(Councillors Kendrick and Stonard were readmitted to the meeting.)

(Two hours having passed since the beginning of the meeting, the following items were taken as unopposed business.)

8. Statement of principles for Gambling Establishments

RESOLVED, unanimously, to adopt the Gambling Statement of Principles.

9. Statement of Licensing Policy for Sex Establishment

RESOLVED, unanimously, to adopt the Statement of Licensing Policy for Sex Establishments.

10. Constitution review

RESOLVED, unanimously, to adopt the following changes to the constitution:

- (1) note the table of changes made by the director of resources under article 15 attached at appendix A; and,
- (2) adopt the following changes to the constitution:
 - a) the inclusion of a gifts and hospitality appendix to the member's code of conduct as set out at appendix B to the report.
 - b) the inclusion of the following on authority to prosecute:

Add the following sentence to the end of Article 14 at paragraph 14.4.1:

Where legal proceedings are for the prosecution of an offence, the director with the field of responsibility as detailed in Appendix 8 of this constitution or any person authorised by them will sign any documents necessary for those proceedings.

Add the following sub paragraph to paragraph 1 of Appendix 8:

- (vii) the instigation of legal proceedings for prosecution of offences for the functions for which they are responsible.

(The following item could not be taken as unopposed business and was therefore debated.)

11. Appointments of representatives to outside bodies 2020-21

Councillor Kendrick moved and Councillor Button seconded, the recommendations as set out in the report.

Following debate, it was:

RESOLVED, with 27 voting in favour, 5 against and 3 abstentions to

- (1) make appointments to outside bodies for 2020-21 as set out in appendix A to the report,
- (2) delegate to the director of resources, in consultation with the leaders of the political groups, to agree nominations to any vacancies arising during the year;
- (3) agree an amendment to the Norfolk Police and Crime Panel Arrangements, which would allow the Panel to re-appoint a co-opted independent member without open recruitment; and

- (4) agree that Air Commodore Kevin Pellatt continues in the role of co-opted independent member of the Norfolk Police and Crime Panel, beyond his appointed term of office, should the Panel be unable to meet (and consider his re-appointment) before the end of June 2020.

(The Lord Mayor closed the meeting.)

LORD MAYOR

Appendix A

Questions to Cabinet Members/Committee Chairs

Question 1

Councillor Carlo to ask the cabinet member for sustainable and inclusive growth the following question:

“Having discussed this important issue with officers at the city council and the county council, I would like to ask the following question: responsibility for highways, apart from civil parking enforcement, has moved to Norfolk County Council, with some input from the city council to the Joint Committee on Transforming Cities and the Joint Norfolk Parking Committee. City councillors are now required to report small highways issues via the county’s online reporting system. Limited responses are coming back from unnamed officers via the County Customer Service Centre, disallowing any follow up discussion with the officer concerned. In addition, the Joint Committees lack any slots for members of the public and ward councillors to table questions and petitions, in contrast to the now defunct Norwich Highways Agency Committee. Although the County Infrastructure and Development Select Committee sets a 15-minute slot for public questions submitted in advance, the committee covers county-wide strategic issues and it is an inappropriate place for residents to ask about local highways matters concerning their street. The effect of these new arrangements has been to disenfranchise Norwich citizens and city councillors from being able to take up local highways matters of everyday concern. Will the portfolio holder take up this matter with the relevant elected members and senior officers at County Hall and ask for arrangements to be put in place which will ensure democracy and accountability for Norwich citizens”

Councillor Stonard, the cabinet member for sustainable and inclusive growth’s response:

“The county council decided to terminate the Norwich Highways Agency agreement, with effect from the start of this civic year. Throughout the termination process, the city council made numerous representations to the county council about how city councillors could continue to have a say in highways matters in the city, both at councillor and officer level. However, the county council chose not to change existing ways of working and continues to deal with highways matters only through their divisional members. We have recently raised this matter again but they are clear that this is a matter for them and they are the body to lobby through county councillors.”

Supplementary question

By way of a supplementary question, Councillor Carlo asked whether given Norwich was the regional capital, did the cabinet member for sustainable and inclusive growth agree that the cancellation of the Highways Agreement was unacceptable.

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Councillor Stonard, cabinet member for sustainable and inclusive growth

said that the cancellation of the agreement was highly regrettable but it was the county council's decision to make. Given Norwich's status as a large urban area and the expertise that had been built up, it was regrettable.

Question 2

Councillor Bogelein to ask the leader of the council the following question:

"At the last cabinet meeting I raised concerns about the lack of a proactive strategy from the council to drive the start of a local green economy. Unfortunately, my question was not answered at that meeting. I have highlighted that I was concerned to hear that the leader of the council appeared to rely on central government to kick-start a local green economy. Can the leader and cabinet commit to producing an action plan that establishes how the council can *drive* a new green economy rather than hoping central government efforts will do it for them?"

Councillor Waters, the leader's response:

"I am rather surprised by the assumptions underpinning Councillor Bogelein's question. May I take this opportunity to clarify what the council is doing to support the greening of the local economy. The city council has been proactive over many years; for example, via its home retrofitting, house building and innovative energy programmes. This work has progressed regardless of the ongoing reduction in central government funding for such low carbon activities.

Theme 7 of the council's Covid-19 recovery plan and the council's new Environmental Strategy provide further details on the council's approach to supporting and growing the local green economy. Our plans aim not only to support the green economy but also support many equally important economic and social issues which are tied into supporting the most vulnerable as well as harnessing the city's social capital. These plans will be delivered within the financial constraints of the authority.

As I outlined central government will need to provide the levels of funding needed to deliver the clean growth agenda outlined in their UK's Industrial Strategy. While the current Covid-19 pandemic will lower UK economic growth, as the economy recovers, the low carbon economy could provide a solid foundation for better economy and give rise to a better global future by accelerating and prioritising investment in the UK's low-carbon sector. Retrofitting energy inefficient homes, helping citizens and businesses to take advantage of new technology and electrifying travel will clearly need enough central government funding if we are to succeed. It will require close to 28 million homes and the premises of 6 million businesses to change the way they use energy via the installation of energy efficient measures, microgeneration, and new low carbon heating systems. It will require retrofitting programmes at a scale never seen before as well as a revolution in transport and energy. The pace of change in the UK economy will need to quicken if net zero is to be achieved by 2050. Hopefully sooner. To conclude I would refer to the new Environmental Strategy and the actions within the council's Covid-19 recovery plan for further details around how the council will continue to support and develop this critical aspect of our local economy.

We continue to ask central government for the resources and powers to do more. That is a point unanimously endorsed, as Councillor Bogelein may recall, when we passed a council resolution in late 2019 declaring a 'Climate Emergency' which included an action point calling on the Government to play a full role in tackling climate change."

Supplementary question

Councillor Bogelein said that she agreed with the highlighted measures but that the role of the council could be greater. With this in mind, she asked whether Norwich City Council would publish a strategy setting out how the council would kick start a green economy and address the climate emergency.

The leader of the council said that the Environmental Strategy would be considered at cabinet in July which had been widely consulted on, including by members of other groups, and these comments were taken into account when shaping the strategy. It was important for central government to shape and change policies alongside local government as it had the resources to make change at a national level.

Question 3

Councillor Lubbock to ask the cabinet member for sustainable and inclusive growth the following question:

"Eaton residents have been in touch to say how much they have enjoyed walking and cycling in the safety of the quiet streets during the 'Lockdown'.

Covid-19 has delivered unusual environmental benefits such as cleaner air, lower carbon emissions and safer streets for cyclists and walkers. Covid has delivered an accelerated change in behaviour that both the city and county councils have been aiming for - more active travel and a decrease in the use of the car.

Norwich could emerge from this crisis in a more inclusive and sustainable way by improving access to public transport, introducing safer areas to walk and cycle and reducing air pollution. However to do so the city needs to introduce more cycle lanes, on a temporary basis if necessary, widen footpaths, create low traffic neighbourhoods by blocking off streets to through traffic, and above all reducing the speed of traffic to 20 mph to keep walkers and cyclists safe.

Other cities such as Bristol, Sheffield, Leicester, York and Brighton have already shown how innovative they can be. For example using the opportunity of 'experimental road closures and cycle lanes' for up to 18 months which do not need Traffic Regulation Orders to bring about changes immediately and at low cost.

Will the cabinet member comment on what the city council's plan is to bring such changes about?"

growth's response:

"I agree with Councillor Lubbock that it has been good to see the increase in cycling and walking since March and I share her desire to see this result in a more enduring change in people behaviour when economic activity properly resumes. The ending of the highways agency agreement in March means that the County Council has assumed a more dominant role in determining what happens to the transport network. Nevertheless, we are striving to work closely with them to agree measures that can be taken to create better infrastructure. Positive examples of this are the consultation on changes to Exchange Street and St Benedict's Street using temporary traffic regulation orders and the Transforming Cities Fund submission that, if supported by the DfT with funding, will result in a large amount of investment in walking and cycling across the city over the next three years. We will continue to use our influence with the County to promote the importance of active travel."

Supplementary question

Councillor Lubbock asked whether the cabinet member for sustainable and inclusive growth whether he thought that the closure of two roads was adequate to address the issue and whether the council should be more ambitious.

The cabinet member for sustainable and inclusive growth said that the council took every opportunity to be as ambitious as possible and in order to put these arrangements in place, it took planning, forethought, modelling and funding.

Question 4

Councillor Button to ask the leader of the council the following question:

"The vital role of local government in responding to this Covid-19 crisis was publicly requested and acknowledged by the Secretary of State for Housing, Communities and Local Government at the start of the pandemic. Indeed, the minister promised to fund 'whatever it takes to get communities through this pandemic.' On 22 April the leader wrote to the Prime Minister to remind him of his governments public pledge and the vital necessity of support to this council. Can he comment on whether he has received a reply and what support central government has offered to meet the potential £14m loss of income to this council?"

Councillor Waters, the leader's response:

"The good news I can share with Councillor Button is that while the Prime Minister was obviously otherwise engaged, I did receive a letter, on May 19th, 2020 from Simon Clarke MP, Minister of State for Regional Growth and Local Government.

Beginning 'Dear Alan', the minister was very positive about local government:

"I am very grateful for the hard work of elected members and officers across the country in responding to this unprecedented national emergency. Local government has mobilised to help keep the country moving, protect the NHS and save lives, whilst delivering social care and other vital public services"

So far so good; but the focus in Simon Clarke's letter has focused on the immediate pressures created by the pandemic, with little said about the longer-term financial sustainability and repair of local government finances to take us beyond this phase of the COVID19. Health emergency. More recently the language coming out from MHCLG has been more conditional and speaks of "burden sharing" with Government the costs of COVID19 and signals about not re-reimbursing councils fully for the expenditure they have had to commit to. In parallel with familiar shades of continued austerity has been further examples of the Government's reliance on local government to tackle the pandemic. Shortcomings by private sector providers and the weaknesses of an over centralised Whitehall approach has resulted in councils being given – through their Public Health functions - responsibility for the delivery of local Test and trace services. This is the vital foundation for controlling and mitigating outbreaks of the virus. Better late than never.

On the funding there are strong hints that a tranche of money will be given to local councils. How much is not clear, and the announcement needs to be made very soon. Many council's across England are preparing in-year budgets as a necessary response to steep shortfalls in income and additional service pressures. On current projections, Norwich needs to find approximately £7million in year savings and over the medium term around £14 million. A growing number of councils are on the verge of issuing Section 114 notices. This means that a council will be unable to reach a balanced budget and continue to deliver services beyond its statutory responsibilities.

The current circumstances are set in the context of ten years of deep cuts in local government funding which has hit poorer and less well-resourced councils hardest (the majority are Labour controlled). It has exposed, as COVID has done in so many aspects of our lives, deep structural inequalities in society. Frankly, the model of local government funding is broken, it's wobbly a pack of cards about to collapse.

This is not a technical resources argument between two tiers of government. The simmering issues and the deep flaws in the system, unless fundamentally changed and rebuilt will seriously undermine our democratic institutions. The Government's reward for our local communities battling through the challenges and the emotional trauma of COVID19 will be cuts to the services they value and their right to a decent quality of life. Time for Boris Johnson's Government to do "whatever it takes", to make sure that local government and above all the communities it serves, gets a fair deal for the long term."

Supplementary question

There was no supplementary question.

Report to	Council	Item
	23 June 2020	
Report of	Interim chief finance officer (Section 151 Officer)	8
Subject	Adjustment to the General Fund capital programme (Environmental and Repairs services)	

Purpose

To seek approval for an adjustment to the capital programme to provide loans and equity financing for the environment and repairs services company to provide a depot facility and for the council to purchase ICT, tools and equipment for use by the company.

Recommendation

- 1) To approve the following amendments to increase the General Fund capital programme by £2.780m to provide a:
 - a) £1.140m, 20 year loan to the wholly owned company to create a depot facility at a rate of 3%. The loan will be funded through prudential borrowing;
 - b) £0.370m, equity investment to support the creation of the depot facility and establish an equity:loan ratio of 25%:75%. The equity investment will be funded from capital receipts;
 - c) £1.270m budget for IT, tools and equipment to be funded through borrowing and then recharged to the wholly owned company over the useful life of the assets.

Corporate and service priorities

The report helps to meet the corporate priority great neighbourhoods, housing and environment , inclusive economy, people living well and a healthy organisation
Financial implications

The financial consequences to the council of agreeing the loan and equity are an increase to the Capital programme of £2.780m. The council will receive interest of 3% on the loan of £1.140m. The equity of £0.370m will remain vested in the company. The £1.270m budget for IT, tools and equipment will be repaid by the company as a recharge to the company over the useful life of the assets.

Ward/s: Multiple Wards

Cabinet members: Councillor Kendrick - Resources

Contact officers

Hannah Simpson, Interim Chief Finance Officer

01603 212561

Anton Bull, Director of resources

01603 212326

Background documents

None

Report

1. At its meeting of 8 July 2020, Cabinet considered a report on the target operating model and latest business case for environmental, repairs and maintenance and asset and estate management services.
2. Cabinet resolved to:
 - i. recommend to council that the capital programme is increased by £2.780m to provide a:
 - a) £1.140m, 20 year loan to the wholly owned company to create a depot facility at a rate of 3%. The loan will be funded through prudential borrowing;
 - b) £0.370m, equity investment to support the creation of the depot facility and establish an equity:loan ratio of 25%:75%. The equity investment will be funded from capital receipts;
 - c) £1.270m budget for IT, tools and equipment to be funded through borrowing and then recharged to the wholly owned company over the useful life of the assets.
3. Cabinet approved a £0.5m working capital loan agreement to the wholly owned company at a rate of 1% above base rate to be repaid within 10 years of the service transfer dates. This loan is not capital in nature and therefore does require an additional to the capital programme.

Integrated impact assessment



NORWICH
City Council

Report author to complete

Committee:	Council
Committee date:	23 June 2020
Director / Head of service	Interim Chief Finance Officer
Report subject:	Adjustment to the General Fund capital programme (Environmental and Repairs services)
Date assessed:	02 July 2020

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The business case indicates a positive return on investment.
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination & harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Risk management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Recommendations from impact assessment	
Positive	
Negative	
Neutral	
Issues	

Report to Council
21 July 2020
Report of Director of place
Subject Transforming Cities Fund update and match funding

Item

7

Purpose

To seek approval for a funding contribution to the Norfolk County Council led Transforming Cities Fund programme from transport funding held by Norwich City Council.

Recommendation

To approve-:

- 1) An increase of £162K in the General Fund Capital programme for 20/21 and £368K for 21/22; and
- 2) The allocation of the Norwich City Council held funds detailed in appendix 1 as matched funding for the Transforming Cities Fund programme.

Corporate and service priorities

The report helps to meet the corporate priority Inclusive economy

Financial implications

The proposed £530K increase in the General Fund Capital programme will be funded by S.106 developer contributions and DfT grant funding already held on account.

Ward/s: Multiple Wards

Cabinet member: Councillor Stonard - Sustainable and inclusive growth

Contact officers

Ben Webster, Design conservation and landscape manager 07741 103253

Graham Nelson, Director of Place 07979 516835

Background documents

None

Report

Background

1. The Transforming Cities Fund (TCF) was set up by the government as part of its Industrial Strategy to pay for sustainable transport improvements in cities.
2. In September 2018 Norwich was shortlisted along with 11 other cities to bid for a share of £1.28bn following the submission of an expression of interest by the County Council to the Department for Transport (DfT).
3. An application by the County Council for tranche 1 funding succeeded in securing £6.1m, which has paid for projects including the Beryl bike scheme, refurbishment of the bus station, better cycling infrastructure in Prince of Wales Road, public realm improvements in London Street and pedestrian crossings at the junction of Dereham Road / Bowthorpe Road and Mile Cross Road / Heigham Road.
4. In November 2018 County submitted a strategic outline business case for the tranche 2 funding, seeking between £58m-£131m from the DfT for low, medium and high cost packages. Unfortunately, the Budget in March 2020 failed to confirm funding for Norwich and the County was invited to bid for a share of £117m alongside Stoke and Portsmouth. DfT subsequently invited the County to resubmit revised high, medium and low cost packages on a per capita basis of £32m (+/-£5m).

The resubmission

5. The resubmission was send to DfT on 29 May and a funding announcement is awaited. The main submission document can be seen [here](#). The vision for the programme is “to invest in clean and shared transport, creating a healthy environment, increasing social mobility and boosting productivity through enhanced access to employment and learning”.
6. The schemes are located in the city centre and along five transport corridors linking the edge of the Greater Norwich area to the city centre. The corridors and the number of schemes in each package are listed in the table below and illustrated on the map on page 61 of the submission document. Brief descriptions of the schemes are on page 5-15 of the document and the strategic case listing the outputs of the programme are on pages 24-31.

Corridor	Low	Medium	High
City Centre	9	9	9
Wymondham – City centre	5	6	8
Sprowston – City centre	2	2	2
Easton – City centre	8	8	8
Rackheath – City centre	0	2	2
Airport – City centre	3	4	5
All corridors	1	1	1
Total	28	32	35

7. The cost of the packages are:
 - High £63.4m (£36.7m DfT)
 - Medium (core) £59.0m (£32.3m DfT)
 - Low £52.5m (£26.8m DfT)

8. Almost all the gap between the programme costs and the DfT contribution is accounted for by an £18m (approx..) commitment by First Eastern Counties to invest in a cleaner fleet of buses and approximately a £4m contribution from the County Council.

City council match funding

9. The city council holds transport funds that have been obtained from developers (section 106), the Greater Norwich Growth Board (community infrastructure levy) and the Department for Transport (cycle city ambition grant). The County has been very receptive to the City's views about the preferred shape of the TCF programme and various projects within the programme have been identified as the most suitable and beneficial recipients of this funding. These are listed in appendix 1 below.

10. It is important to note that:

- a) even where the spending of section 106 funds is listed as discretionary it is important for there to be a geographical relationship between the development(s) that are the source of the funds and the projects on which those funds are spent;
- b) some of these funds have already been allocated to projects that have incorporated into the programme,
- c) money may need to be returned to developers, GNGB and DfT if not spent in a timely way; and
- d) since the ending of the highways agency agreement our opportunity to spend them independently on transport projects has reduced.

11. These funds have been provisionally included in the financial case for the submission to DfT but it has been made clear that some of the money will need to be formally allocated by the City Council's Cabinet and Council.

12. When the schemes are designed they will be subject to public consultation and approval through the Joint Committee for Transforming Cities Fund projects that was established by the County. This committee consists of eight voting members (four County councillors, two Norwich City councillors (Cllrs Stonard and Stutely) and one councillor each from Broadland and South Norfolk.

13. It is intended that the funds held by the City Council will be transferred to the County as the expenditure on each project is completed. The recommended increase in the General Fund Capital programme will facilitate the transfer of the funds to County and also enable the cost of the time spent by city employees working on the projects to be recovered.

Appendix 1

TCF project	Funding source	Amount £'000 (Round figures)	Allocated	GF Capital Programme Budget £'000 20/21	GF Capital Programme Budget £'000 21/22
Bus station mobility hub	S106 St Stephens Towers	63	Allocated. Non-discretionary requirement to spend on improving the setting of the city wall on Queens Road and Surrey Street crossovers. The crossovers to be done with other TCF funds.	8	55
King Street	S106 126-140 King Street	8	Not allocated. Discretionary.	10	99
	S106 Land adjacent to Novi Sad Bridge, Wherry Road	21	Not allocated. Discretionary. Spent on purposes within city wide transport programme under local plan policy TRA11		
	S.106 Riverside 4/1999/0999/F	2	Not allocated. Non-discretionary but unable to locate S106 agreement for details.		
	S106 St Annes Wharf bridge link route contribution	79	Non-discretionary. Supposed to contribute towards cost of constructing footpath link between King Street and the Lady Julian Bridge but funds not utilised at the time the link was created.		
Thorpe Road (Clarence Road – Carrow Road)	S106 Former Bertram Books	12	Allocated by Cabinet in Feb 2012 to Thorpe Road bus rapid transit and cycle route measures. Discretionary.	16	50
	S106 Yare House, Thorpe Road	43			
	S106 Cremorne Lane	3			
	S106 Cumberland Hotel Thorpe Road	7			

TCF project	Funding source	Amount £'000	Allocated	GF Capital Programme Budget £'000 20/21	GF Capital Programme Budget £'000 21/22
Newmarket Road (Eaton Road – Christchurch Road) and / or Wayfinding and / or Norwich Airport Industrial Estate link	Cycle City Ambition Grant Tranche 2	251	Previously allocated by Cabinet to projects in the cycle city ambition phase 2 programme. Non-discretionary – needs to be spent on incomplete projects from the CCAG2 programme.	125	126
St Stephen's Road	S106 Brazengate.	25	Previously allocated by Cabinet to Lakenham Way but not spent due to unresolved difficulties with ownership status. Discretionary.	0	25
Sprowston Road (Denmark Road – outer ring road)	S106. Sewell Park College off Wall Road	12	Not allocated. Must be used towards improvements to cycling facilities and / or 20mph limits in the area.	0	12
Earlham Green Lane – Dereham Road. Norwich Road. Oval Road. Marriott's Way link.	Community Infrastructure Levy	150	Already allocated by Cabinet for these projects in accordance with grant of funding by GNGB under IIF. Non-discretionary.	TBC	TBC
Norwich Airport Industrial Estate link	Land at Fifers Lane 07/01328/F	3	Allocated by Executive in Feb 2011 to the cost of airport to city centre cycle routes project and subsequently to the yellow pedalway component of CCAG2. Discretionary.	3	0
Total		679	Total	162	367

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 the completion of the assessment can be found [here](#). Delete this row after completion

Report author to complete	
Committee:	Council
Committee date:	8 July 2020
Director / Head of service	Graham Nelson
Report subject:	Transforming Cities Fund programme update and match funding
Date assessed:	22 June 2020

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Schemes have good benefit cost ratios as explained in TCF submission.
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Improving Norwich's transport infrastructure.
Financial inclusion	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Enabling people who lack access to a car to reach training and employment opportunities.
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Active travel will boost health and wellbeing.

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination & harassment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Schemes will be designed to remove obstacles for people with physical and sensory disabilities.
Advancing equality of opportunity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Equality impact assessment for the programme has guided investments and selection of transport corridors.
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Investment in sustainable transport.
Natural and built environment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments

	Impact			
Risk management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Minimises risk of funds being handed back unspent to those who supplied the funding. County Council carries the risk of the TCF programme.

Recommendations from impact assessment	
Positive	
Negative	
Neutral	
Issues	

Report to Council
21 July 2020
Report of Director of resources
Subject Annual scrutiny committee review 2019-20

Item

8

Purpose

To consider the work and progress that has been made by the scrutiny committee for the civic year 2019-20.

Recommendation

To receive the annual review of the scrutiny committee 2019-20.

Corporate priorities

The work of the scrutiny committee contributes to all of the council's corporate priorities.

Financial implications

No direct financial implications

Ward/s: All Wards

Cabinet member: Councillor Kendrick - Resources

Contact officers

Cllr Wright, chair of scrutiny

j.wright@cllr.norwich.gov.uk

Emma Webster, scrutiny liaison officer

emmawebster@norwich.gov.uk

Background documents

None

Report

1. Article 6.3(d) of the council's constitution (overview and scrutiny committees) requires the scrutiny committee to report annually to the council on its workings and make recommendations for future work programmes and amended working methods if appropriate.
2. The annual review will be considered at the 16 July 2020 meeting of the scrutiny committee (attached at appendix A).
3. This snapshot view of outcomes as a result of scrutiny activity helps to reinforce that successful scrutiny is a collaboration between the scrutiny committee, the cabinet, residents, partners and the officers of the council.
4. Scrutiny not only produces outcomes in terms of feeding into the decisions that are made but it can also play a valuable role to inform and develop knowledge for members.

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:	21 July 2020
Head of service:	Anton Bull
Report subject:	Annual review of the scrutiny committee 2019-20
Date assessed:	
Description:	To consider work and progress that has been made by the scrutiny committee for the civic year 2019-20.

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act</u> 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
Eliminating discrimination & harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Risk management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Recommendations from impact assessment	
Positive	
Negative	
Neutral	
Issues	

Norwich City Council
SCRUTINY COMMITTEE
ITEM 7

REPORT for meeting to be held on 16 July 2020

Annual review of the scrutiny committee 2019/20

Summary:	<p>This annual review reports on the work and progress that has been made by the scrutiny committee for the period 2020-21</p> <p>Article 6d of the council's constitution (overview and scrutiny committee) states that the scrutiny committee will report annually to the council on its workings and make recommendations for future work programmes and amended working methods if appropriate.</p>
Conclusions:	<p>This snapshot view of outcomes as a result of scrutiny activity helps to reinforce that successful scrutiny is collaboration between the scrutiny committee, the cabinet, residents, partners and the officers of the council.</p> <p>Scrutiny not only produces outcomes in terms of feeding into the decisions that are made but it can also play a valuable role to inform and develop knowledge for members.</p>
Recommendation:	<p>That the scrutiny committee recommends the annual scrutiny review for approval at the next available meeting of full council.</p>
Contact Officer:	<p>Emma Webster, scrutiny liaison officer preferred contact by e-mail emmawebster@norwich.gov.uk</p>

1. Annual review of the scrutiny committee 2019/20

1.1 I would like to begin by thanking all those who have been involved with the scrutiny process this year, particularly those people from groups who would otherwise not engage with the council and whose input has been invaluable in a number of areas of scrutiny.

Throughout the year, the committee has looked at various aspects of delivery of the Corporate Plan, including making regular comment on the quarterly performance reports and feeding into the transformation and budget setting process, with members making recommendations to cabinet that help shape and strengthen the work of the council.

The committee's work this year was disrupted by both the General Election in December, and emerging coronavirus pandemic in March.

This resulted in the postponed of the topic looking at **young people and their wellbeing**, which we had hoped to undertake outside of city hall at a venue that would have encouraged participation by young people.

The Local Anglia Enterprise Partnership (LEP) had also been due to meet with us in March, and we will consider extending the invitation again as part of our work setting process.

That notwithstanding, the committee undertook some important pieces of scrutiny during the year, with detailed scrutiny of the Transforming Cities bid and work around climate change and air quality.

Groups of councillors also served on select committees outside of the main scrutiny meeting and considered **Anti-social behaviour including fly tipping and city council processes** and **the growth of short term lettings of homes**.

We were also delighted to welcome Lorne Green, Police and Crime Commissioner for Norfolk, Superintendent Terry Lordan, Norfolk Constabulary and Dr Gavin Thompson, Director of Policy and Commissioning at the office of the Police and Crime Commissioner for Norfolk to our meeting in February to question the PCC over matters relating to policing policy in Norfolk.

Members of the committee used the opportunity to raise important issues for the community in Norwich, and recommendations were made to considering increasing CCTV monitoring in the city and explore all avenues of collaboration between the office of the Police and Crime Commissioner and the city council.

I commend this annual review and hope that members feel able to adopt it.

Councillor James Wright

2. Working style of the scrutiny committee and a protocol for those attending scrutiny

- All scrutiny committee meetings will be carried out in a spirit of mutual trust and respect
- Members of the scrutiny committee will not be subject to whipping arrangements by party groups
- Scrutiny committee members will work together and will attempt to achieve evidence based consensus and recommendations
- Members of the committee will take the lead in the selection of topics for scrutiny
- The scrutiny committee operates as a critical friend and offers constructive challenge to decision makers to support improved outcomes
- Invited attendees will be advised of the time, date and location of the meeting to which they are invited to give evidence
- The invited attendee will be made aware of the reasons for the invitation and of any documents and information that the committee wish them to provide
- Reasonable notice will be given to the invited attendee of **all** of the committees requirements so that these can be provided for in full at the earliest opportunity (there should be no nasty surprises at committee)
- Whenever possible it is expected that members of the scrutiny committee will share and plan questioning with the rest of the committee in advance of the meeting
- The invited attendee will be provided with copies of **all relevant** reports, papers and background information
- Practical arrangements, such as facilities for presentations will be in place. The layout of the meeting room will be appropriate
- The chair of the committee will introduce themselves to the invited attendee before evidence is given and; all those attending will be treated with courtesy and respect. The chair of the committee will make sure that all questions put to the witness are made in a clear and orderly manner

3. Membership of the scrutiny committee

3.1 Councillors;

Wright (chair)

Ryan (vice chair)

Carlo

Fulton-McAlister

Giles

Grahame

Manning

McCartney-Gray

Oliver

Osborn

Sands (S)

Sarmezey

Thomas (Vi)

Other non-executive members also took part as substitute members as and when required.

The scrutiny committee is politically balanced and is made up of councillors from the political parties of the council. Only non-cabinet members can be on the committee and this allows those councillors to have an active role in the council's decision making process.

4. What is scrutiny?

The Local Government Act 2000 introduced a structure within Local Government for decision-making and accountability and created a separation between the cabinet role and the non-executive member role.

Moving forward, subsequent acts of parliament have come in to extend the remit of scrutiny along with its statutory responsibilities. For example, local government scrutiny committees can now look at the work of partner organisations as well. The Local Government and Public Involvement in Health Act 2007 enabled local authorities to scrutinise other partners and agencies. This, along with other legislation relating to scrutiny powers has now been consolidated in the Localism Act 2011.

The cabinet proposes and implements policies and the non-executive members review policies and scrutinise decisions or pre scrutinise proposed decisions of the cabinet.

The committee sets its own work programme via suggestions from councillors, the cabinet and council, or from other issues of public interest. Any scrutiny topic that is undertaken needs to add value, and in considering suggestions for scrutiny the committee will ascertain the reasons why the matter would benefit from scrutiny, and what outcomes might be generated from inclusion to the work programme or other scrutiny activity.

The scrutiny committee assists non-executive and cabinet members in accordance with the Act by:

- Acting as a critical friend by challenging performance and helping improve services
- Ensuring policies are working as intended and, where there are gaps help develop policy
- Bringing a wide perspective, from the city's residents and stakeholders and examining broader issues affecting local communities
- Acting as a consultative body

In carrying out its role, the scrutiny committee can request written information and ask questions of those who make decisions. The committee is also enabled to comment and make recommendations to decision makers. These decision makers include cabinet, partners and other statutory organisations. Successful scrutiny is collaboration between the scrutiny committee, the cabinet, residents, partners and the officers of the council.

5. Principles of effective scrutiny

The Centre for Public Scrutiny (www.cfps.org.uk) has produced a guide to effective public scrutiny, which provides four Principles of Effective Scrutiny:

1. Critical friendship to decision-makers
2. Engaging the public and enabling the voice of the public and communities to be heard in the process
3. Owning the process and work programme with non-cabinet members driving the scrutiny process
4. Making an impact through continuously looking for improvements in public service delivery

For this to happen the scrutiny committee and the processes that support it must be independent, robust and challenging. This is because scrutiny works best when it is part of a positive culture that supports and promotes the scrutiny process. The way in which the scrutiny process has the ability to engage with and involve the council's residents and service users can be a way to ensure that reviews take on the views of local communities.

The effectiveness of scrutiny is balanced on the need to ensure that any purpose and benefits it can provide are clearly understood. The following questions for reviewing the effectiveness of a scrutiny function could ask:

- Is it effectively holding decision-makers to account?
- Is it helping to improve services?
- Is it building links between the council, its partners and the community?
- Is it helping to improve the quality of life for local people?
- Is it adding value?

In addition to the above questions; there should be a continued recognition from both officers and members of the value of effective challenge in helping towards continuous improvement. As Norwich City Council has continuously strived to achieve, the friendly challenge of the scrutiny committee to decision makers needs to not only be informed by ward members but also evidenced by the experiences encountered of service users and residents.

6. Setting the work programme for the year

At the May 2019 meeting of the scrutiny committee members discussed and agreed the work programme; the outcomes of which are detailed in this report.

Standing items each meeting include:

- Public questions/petitions
- Declarations of interest
- Approval of minutes from previous meeting
- Scrutiny work programme (giving members the opportunity to add or remove items from the work programme if they wish).

Standard items annually include:

- Draft corporate plan
- Pre-scrutiny of the proposed budget
- Annual review of the scrutiny committee

Also, written or verbal updates from the committee's Norfolk Health Overview and Scrutiny Committee representation are brought to meetings as and when.

The agenda papers and minutes of the committee meetings can be found on the council's web-site:

https://cmis.city.norwich.gov.uk/cmisis_live/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/4/Default.aspx

(At the time of this review's publication, work has already begun by the scrutiny liaison officer and the committee members around the work programme for 2020 – 2021 and this will be officially agreed by the scrutiny committee in May* at the first meeting of the new civic year.)

* This was postponed to the July 2020 meeting due to the COVID-19 pandemic.

7. Training

The committee took part in a training session delivered by the Local Government Association on 18 July 2019.

The aim of this session was to assist existing scrutiny members in gaining knowledge and building upon experience from previous training, and for the newly appointed members to be introduced to their scrutiny role.

The training provided an overview of scrutiny functions, challenges, effective work programming and effective questioning skills.

The members of the scrutiny committee also continue to come together for a pre-meeting in advance of the scrutiny committee so that they can plan the committee's approach for the topic being discussed at the committee meeting.

8. Overview of the year

There was a total of eight scrutiny meetings were held last year and three call-ins. This section of the report lists the substantive items discussed at each meeting.

20 June 2019

Setting of the scrutiny committee work programme for 2019/20

18 July 2019

Transforming cities fund

19 September 2019

Practical steps to improve air quality in Norwich and climate change update

17 October 2019

Climate mitigation and transforming cities fund

14 November and 12 December 2019 meetings cancelled due to general election.

16 January 2020

Chair's feedback and annual national scrutiny conference
Corporate plan and performance framework

6 February 2020

Pre-scrutiny of the budget

11 February 2020

Police and Crime Commissioner visit

25 March 2020*. *This meeting was cancelled due to the COVID-19 pandemic

New Anglia Local Enterprise Partnership
Report back from the scrutiny select committees

9. Joint scrutiny bodies

Norfolk county health overview and scrutiny committee

Norwich City Council has a scrutiny member representative who sits on the Norfolk County Health Overview and Scrutiny Committee (NHOSC) plus one substitute member. For the period 2019 – 2020 the member representative has been Councillor Sarmezey with Councillor Fulton-McAllister (M) being the substitute member.

The role of NHOSC is to look at the work of the clinical commissioning groups and National Health Service (NHS) trusts and the local area team of NHS England. It acts as a 'critical friend' by suggesting ways that health related services might be improved. It also looks at the way the health service interacts with social care services, the voluntary sector, independent providers and other county council services to jointly provide better health services to meet the diverse needs of Norfolk residents and improve their well-being.

Please follow the link to the Norfolk County Council website for papers and minutes concerning the above:

<http://www.norfolk.gov.uk/index.htm> and click on council and democracy then committee meeting dates, minutes, agendas and reports.

Norfolk countywide community safety partnership scrutiny sub panel

Norwich City Council has a scrutiny member representative who sits on the Norfolk Countywide Community Safety Partnership Scrutiny Sub Panel plus one substitute member. For the period 2019 – 2020 the member representative has been Councillor Ryan and Cllr Giles being the substitute member.

The role of the Norfolk countywide community safety partnership scrutiny sub panel is to:

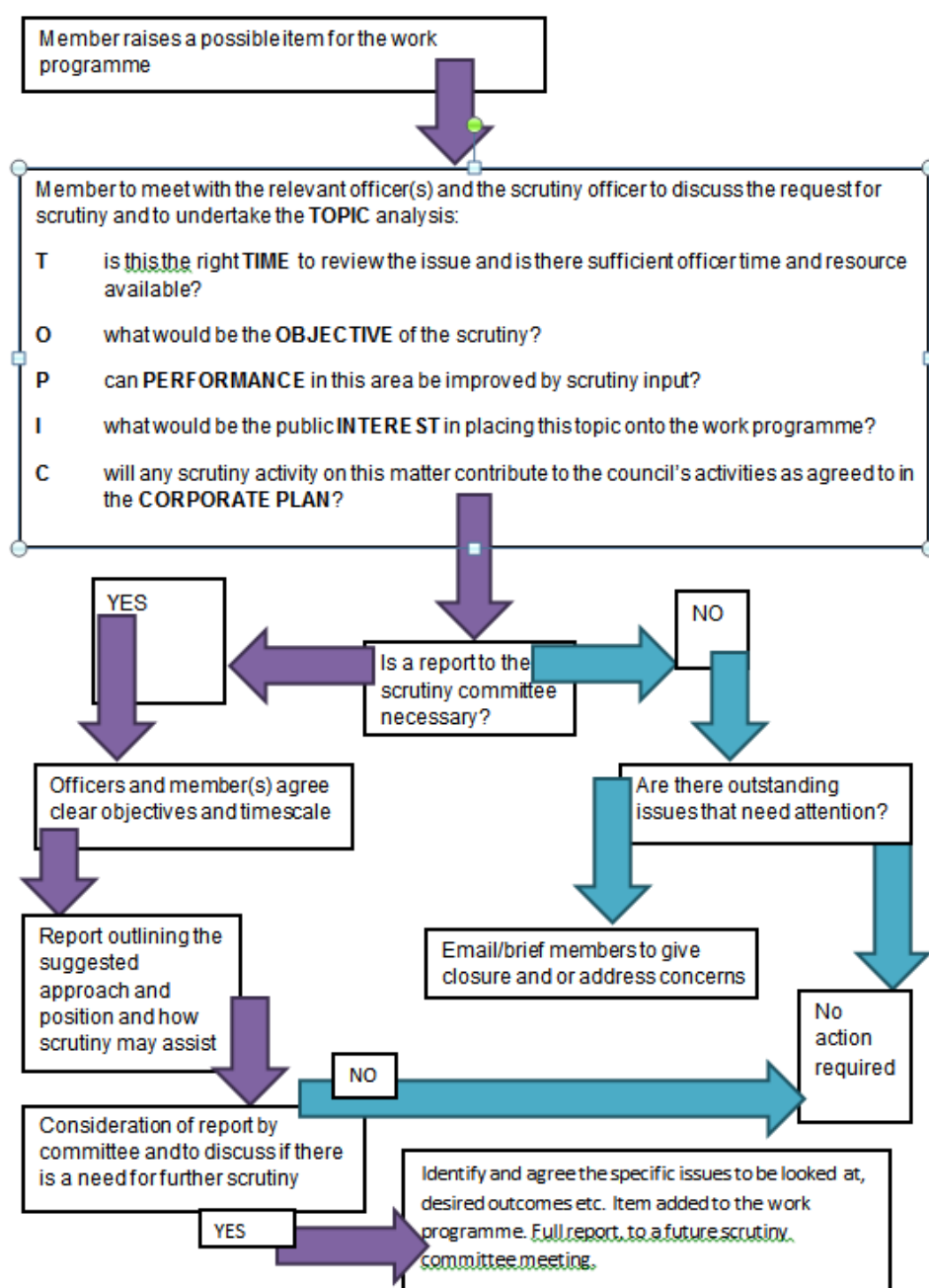
- Scrutinise the actions, decisions and priorities of the Norfolk Countywide Community Safety Crime and Disorder Partnership in respect of crime and disorder on behalf of the (County) community services overview and scrutiny panel
- Scrutinise the priorities as set out in the annual countywide community safety partnership plan
- Make any reports or recommendations to the countywide community safety partnership.

While the scrutiny sub panel has the duty of scrutinising the work of the CCSP the police and crime panel scrutinises the work of the Police and Crime Commissioner. There is a protocol regarding the relationship of these two panels to encourage and exchange information and to co-operate towards the delivery of their respective responsibilities. The community safety partnership meets on a half yearly basis at county hall.

10. Guidance for placing items onto the scrutiny committee work programme

The guidance takes the form of a **flow chart** which outlines the process by which members and officers can discuss the merits of producing a report to the committee. Once a request for scrutiny has been received by the scrutiny officer; the process begins with a meeting between the member making the request, the scrutiny officer and the relevant responsible officer to discuss whether a report to the committee is necessary and justified while taking account of the **TOPIC analysis**.

Guidance flow chart for placing items onto the scrutiny committee work programme



11. Public involvement and getting in touch with scrutiny

Meetings of the scrutiny committee are usually as informal as possible and as well as scrutiny members, are attended by cabinet portfolio members, officers, partners and anyone else who can assist with the work and provide evidence for reviews.

Members of the public are also welcome to attend the scrutiny committee meetings and can participate at the discretion of the committee's chair. If you do wish to participate regarding an agenda item at a scrutiny meeting you are requested to contact the scrutiny liaison officer who will liaise with the chair of the committee. Any questions for the committee have to be received no later than 10am three days before the meeting. To contact the scrutiny liaison officer please e-mail emmawebster@norwich.gov.uk

Getting in touch with scrutiny

If you are a member of the public and wish to find out more about the scrutiny process and the committee or if you have any queries regarding this Annual Review, please feel free to contact the council's scrutiny liaison officer.

Members of the public can suggest a topic for scrutiny by submitting an on-line form available on the council's website. Please encourage your constituents to suggest topics in this way. Also on the council's website is a note of what select committees are currently live.

Report to Council
21 July 2020
Report of Director of resources
Subject Annual audit committee report 2019-20

Item

9

Purpose

To consider of the annual audit committee report 2019-20 to council.

Recommendation

To receive the annual audit committee report 2019-20.

Corporate and service priorities

The report helps to meet all the corporate priorities.

Financial implications

There are no direct financial implications arising from this report on the work of the audit committee.

Ward/s: All Wards

Audit committee chair: Councillor Price

Contact officers

Anton Bull, director of resources

01603 212326

Hannah Simpson, chief finance officer

01603 212561

Background documents

None

Report

1. On 11 March 2014, the audit committee resolved to approve new procedures for the audit committee in line with Chartered Institute of Public Finance and Accountancy (CIPFA) guidance. The CIPFA guidance says that:

“The purpose of an audit committee is to provide to those charged with governance independent assurance on the adequacy of the risk management framework, the internal control environment and the integrity of the financial reporting and annual governance processes.”
2. The guidance goes on to set out that the core functions of the audit committee are to:
 - a) Be satisfied that the authority’s assurance statements, including the Annual Governance Statement, properly reflect the risk environment and any actions required to improve it, and demonstrate how governance supports the achievements of the authority’s objectives.
 - b) In relation to the authority’s internal audit functions:
 - i) oversee its independence, objectivity, performance and professionalism
 - ii) support the effectiveness of the internal audit process
 - iii) promote the effective use of internal audit within the assurance framework.
 - c) Consider the effectiveness of the authority’s risk management arrangements and the control environment. Review the risk profile of the organisation and assurances that action is being taken on risk-related issues, including partnerships with other organisations.
 - d) Monitor the effectiveness of the control environment, including arrangements for ensuring value for money and for managing the authority’s exposure to the risks of fraud and corruption.
 - e) Consider the reports and recommendations of external audit and inspection agencies and their implications for governance, risk management or control
3. The attached annual report of the audit committee 2019-20 was considered by members of the audit committee at their meeting on 14 July 2020.
4. The report sets out the work of the audit committee over the last financial year.
5. The report concludes that the committee has been effective in undertaking the functions set out in its terms of reference, in accordance with the council’s procedure rules and the Accounts and Audit Regulations 2015.

Integrated impact assessment



NORWICH
City Council

Report author to complete

Committee:	Council
Committee date:	21 July 2020
Director / Head of service	Director of resources
Report subject:	Annual report of the audit committee 2019-20
Date assessed:	8 July 2020

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination & harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Risk management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Recommendations from impact assessment
Positive
Negative
Neutral
The report itself has a neutral impact in that it informs council of the work of a committee
Issues

Annual Report of the Audit Committee 2019-20

Introduction

This is the fifth annual report of the audit committee and advises the council of the work of the audit committee for the period of the civic year 2019-20.

Councillor Ben Price
Chair, audit committee

Councillor Keith Driver
Vice-chair, audit committee

Background

1. This report covers the work of the audit committee for the financial and civic year 2019-20.
2. The council established an audit committee in 2007. Article 17, Audit committee, of the council's constitution sets out the terms of reference and procedures for the committee. A copy of Article 17 is appended to this report as Appendix A. The production of an annual report by the committee is considered to be good practice.
3. The members on the committee in 2019-20 were:-

Councillor Ben Price (chair)
Councillor Keith Driver (vice chair)
Councillor Adam Giles
Councillor Laura McCartney-Gray
Councillor Martin Peek
Councillor Martin Schmierer (replaced Councillor Youssef in March 2020)
Councillor Ian Stutely
Councillor James Wright¹
Councillor Nanette Youssef (to March 2020)

The following members acted as substitutes on the committee during the period covered by this report: Councillors Oliver, Maxwell, Ryan and Sarmezey.

4. Councillor Paul Kendrick, cabinet member for resources, attended all meetings of the committee.
5. The key officers who supported the audit committee were:

Karen Watling, chief finance officer and S151 officer (to December 2019)
Hannah Simpson, strategic business partner (Deputy S151 officer) and chief finance officer and S151 officer (from January 2020)
Magen Powell, principal auditor (LGSS)
Neil Hunter, head of internal audit and risk management (LGSS)
Duncan Wilkinson, chief internal auditor (LGSS)
Laura McGillivray, chief executive officer (to December 2019), Stephen Evans, chief executive officer (from January 2020)
Anton Bull, director of resources
6. The engagement team of the external auditors (Ernst & Young LLP) is led by Mark Hodgson, with Mark Russell, as the council's external audit manager. The external auditors attend meetings of the audit committee to present their reports and answer members' questions.
7. The committee monitors the fees paid by the council to the external auditors to ensure value for money.

¹ Councillor Judith Lubbock was appointed to the committee in 2019-20, but due to a change in guidance, Councillor Wright, as chair of scrutiny committee, could be a member of the audit committee: he therefore substituted for Councillor Lubbock at the first meeting of the civic year and became a member of the committee subsequently.

8. The committee met five times during the civic year 2019-2020 as follows:
- 11 June 2019
 - 23 July 2019
 - 15 October 2019
 - 21 January 2020
 - 10 March 2020
9. The information contained in this report is drawn from the minutes and reports considered at committee meetings held during the year. Agendas, reports and minutes for the meetings are available on the council's website:
- <https://cmis.norwich.gov.uk/live/Meetingscalendar.aspx>
10. The committee requests training as required. Training is not restricted to committee members and there is an open invitation for all members of the council to attend. The external auditors also host briefing sessions for members of local government audit committees in Cambridge and provide briefing notes which are circulated to members of the committee. The chair and vice chair have taken opportunities to attend briefing and networking sessions arranged by the external auditors for local government audit committee members and CIPFA and other external training courses.

Work of the committee

11. As set out in the committee's terms of reference, the committee:
- (a) undertakes the council's financial responsibilities in the manner set out in the:
 - (i) in the council's audit committee procedure rules as produced from time to time by the chief finance officer; and,
 - (ii) in the Accounts and Audit Regulations 2015;
 - (b) considers and approves the annual statement of accounts;
 - (c) ensures that the financial management of the council is adequate and effective;
 - (d) reviews the council's system of internal control and agrees the annual governance statement for inclusion in the statement of accounts;
 - (e) ensures that the council has an adequate and effective internal audit function;
 - (f) makes recommendations to cabinet or council on any matter within the remit of the committee.
12. The work programme for the committee is cyclical and in 2019-20 followed a similar pattern as in previous years.

Council's Financial Responsibilities

12. The audit committee undertakes the council's financial responsibilities as set out in the Accounts and Audit Regulations 2015.
13. The committee considered the unaudited financial statements at its meeting on 11 June 2019 and noted its appreciation to the then strategic finance business partner and deputy S151 officer and team for their achievement in submitting the Statement of Accounts by 31 May 2019. The committee approved the statement of accounts at its meeting on 23 July 2019, subject to delegating to the chief finance officer, in consultation with the chair, the signing of the accounts by 31 July 2019. The external auditor said that the finance team had submitted a robust set of financial statements and that the outstanding issues were a reflection of the tight timescale between the closure of the accounts and the completion of the external audit by the publication date. Members noted that the committee meeting to sign off the statement of accounts should be held in the last week of July in future years, however, commenting that this would fall within the school holidays.
14. At its meeting on 10 March, the committee considered an oral report from the external audit manager in which he explained that the external auditors have worked extensively with chief finance officers and audit committee chairs to develop a phasing profile for its portfolio of local authority audits running from mid-May to October 2020, and ensuring that all accounts would be signed off by September/October 2020. External audit was also in the process of discussing an increase in fees with the chief finance officer to ensure that a fair fee was paid to reflect the level of work and assurance provided by the external audit process. Following discussion on the pressure of external auditors to complete local authority audits by the statutory deadline, the committee resolved to ask the chair and cabinet to write to the Minister of State for Housing, Communities and Local Government to express concern over the inability of audit firms to deliver external audits to local authorities by 31 July and at the proposed increase in fees for these audits, having noted that the Public Sector Audit Appointments was aware of this position.
15. Subsequently, in the light of the global pandemic and The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 coming into effect, which has delayed the publication of financial statements relating to the financial year 2019-2020 from 31 July to "not later than 30 November", the chair has taken the view that the action to write a letter to the government minister regarding the delivery of external audits by the publication date is not appropriate at present, but that the committee should continue to monitor the situation regarding external audit's ability to complete the audit by the statutory deadline and to consider further the revised fees at the committee's next meeting.
16. The committee's proposed schedule and work plan for 2020-21 is attached to this report at appendix B.

Annual Statement of Accounts

17. The chair signed off the Annual Statement of Accounts on 23 July 2019, the committee having considered it in detail at the June meeting. The external auditors' unqualified opinion, as set out in the public facing Annual Audit Letter 2018-19, was considered to be an "excellent outcome" and the proposed fees were in line with those set out in the external audit plan. The external auditor referred to the conclusions of his report and confirmed that the Group Accounts process had been completed and that no issues had arisen that needed to be brought to the attention of the committee and confirmed that he considered that the proper governance arrangements for Norwich Regeneration Ltd were in place.
18. The committee discussed the increasing pressure that the council is to meet the £7 million funding gap between income and expenditure, as highlighted by the external auditor. The committee noted that the council was in a position to use its reserves as planned (Medium Term Financial Strategy, approved at council, February 2019) and that the reserves would remain above the approved minimum level. It was noted that the council had maintained its services through income generation and efficiencies, but with the uncertainty of external public funding, councillors would need to make tough decisions in future years.
19. When considering the draft unaudited Statement of Accounts in June 2019, the committee asked that a full reference to the CIPFA financial stress indicators should be included in the narrative of future years' statements of accounts.

Financial Management of the Council

20. The external auditors seek confirmation from the chair each year requesting confirmation of the council's management processes and arrangements. Councillor Price, as chair of the committee, responded to this letter and copies of the letter will be made available to members of the committee.

Reviews the council's system of internal control and agrees the annual governance statement for inclusion in the annual statement of accounts

21. The committee received the annual internal audit opinion for 2018-19 at its meeting on 11 June 2019. The chief internal auditor's opinion on the basis of the audit work undertaken during 2018-19 was to award a good level of assurance and this was consistent with that of the previous year. This report formed part of the evidence for the Annual Governance Statement submitted with the statement of accounts 2018-19. The chair and members of the committee were satisfied that the internal audit team had conducted their work with due diligence and agreed that the Annual Governance Statement was consistent with the committee's perspective on internal control within the council and the governance issues and actions.
22. At the meeting on 11 June 2019, the committee's attention was drawn to the fact that out of 13 heads of service only 8 had completed self-assurance statements for their services as requested by internal audit for the Annual Governance Statement. This had not been a problem in previous years and the committee

resolved to ask the chief executive to advise the heads of service with outstanding self-assurance statements to complete them as soon as possible. The committee also resolved to note that the chair of the committee would like members of the committee the opportunity to comment on the appearance of the Annual Governance Statement at an early stage.

Ensures that the council has an adequate and effective internal audit function

23. The committee agrees the internal audit work plan at its March meeting for the forthcoming financial year and monitors the performance of the internal audit team at each meeting. The chair and any interested members of the audit committee may have access to internal audit's reports to managers.
24. The internal audit work plan needs to be flexible so that if necessary, resources can be reallocated to a higher risk item if required. At its meeting on 15 October 2019 the committee resolved to ask that the chair and vice chair were informed of changes to the audit plan when decisions were made so that they could better understand the process and ensure that the committee functioned well.
25. The committee considered the Internal Audit Plan 2020-21 at its meeting on 10 March 2020 and that the plan would be reviewed when the internal audit manager was in post. A comparison with other authorities and allocation of resources for internal audit work had been included in response to a request from the committee. The committee acknowledges that the plan is a dynamic document and noted that this flexibility is particularly important in the context of the potential impact of the Coronavirus pandemic, but also in response to the climate and environment emergency, Brexit, changes to the stock exchange and the council's increased commercial activities, through its wholly owned company Norwich Regeneration Ltd,. The committee welcomed the number of days allocated for extra consultancy and advice work in reference to the return of joint ventures and that internal audit will be represented on the project board to provide advice and oversight.
26. The committee considered the council's risk register at its meetings in October, January and March. The committee asked that the committee considers the risk register at least twice a year and that members received training on the assessment of risks to understand the assessment process and the controls that mitigated risk. The committee noted that these are assessed on historical analysis and that therefore has some inherent weaknesses. Risks were also owned at the service and project level too. It was acknowledged that two risks were yet to be entered onto the risk register.

Makes recommendations to cabinet or council on matters within the remit of the committee

27. The committee made no recommendations to cabinet or council in the period covered by this report.
28. A working party comprising the following members of the committee met to agree a response to the “Independent Review into Arrangements in Place to Support the Transparency and Quality of Local Financial Reporting and External Audit in England (Redmond Review)”:

Councillor Price (chair)

Councillor Driver (vice chair)

Councillor Wright (committee member and chair of the scrutiny committee)

Conclusion

29. The committee has been effective in undertaking the functions set out in its terms of reference, in accordance with the council’s procedure rules and the Accounts and Audit Regulations 2015.

ARTICLE 17 – AUDIT COMMITTEE

Membership

1. Membership of the audit committee shall comprise 8 members appointed by council.
2. The chair of the committee shall be elected by council and the vice-chair shall be appointed by the committee.

Terms of reference

3. The audit committee shall -
 - (a) undertake the council's financial responsibilities in the manner set out:
 - (i) in the council's audit committee procedure rules as produced from time to time by the chief finance officer; and
 - (ii) in the Accounts and Audit Regulations 2015;
 - (b) consider and approve the annual statement of accounts;
 - (c) ensure that the financial management of the council is adequate and effective;
 - (d) ensure that the council has a sound system of internal control which facilitates the effective exercise of the council's functions and which includes arrangements for the management of risk;
 - (e) review annually the council's system of internal control and agree an Annual Governance Statement for inclusion in the statement of accounts;
 - (f) ensure that the council has an adequate and effective internal audit function;
 - (g) have power to make recommendations to cabinet or council on any matter within its remit.

AUDIT COMMITTEE PROCEDURE RULES

The audit committee will carry out its terms of reference in accordance with the following:

Corporate governance

1. Review the effectiveness of internal control across the council and the adequacy of actions taken to address any weaknesses or control failures.
2. Consider the adequacy and effectiveness of the council's arrangements for the identification and management of the organisation's business risks; including the risk management policy, strategy and risk register.
3. Receive and consider regular reports on the risk environment and associated management actions.
4. Review and ensure the adequacy of the council's anti-fraud and corruption policy and strategy and the effectiveness of their application.
5. Review and ensure that adequate arrangements are established and operating to deal with situations of suspected or actual fraud and corruption.
6. Review, consider and agree the AGS including the adequacy of the corporate governance framework and improvement action plan contained within it.
7. Receive periodic updates on improvement actions taken.

Internal and external audit

8. Approve the internal audit charter.
9. Approve and monitor delivery of the internal audit strategy.
10. Consider, endorse and monitor delivery of the internal audit annual work programme, including any significant in-year changes to the programme or resource requirements.
11. Ensure adequate resourcing of the internal audit function, approving any significant additional consulting services requested from internal audit not already included in the internal audit annual work programme.
12. Receive and consider the annual internal audit report and opinion on behalf of the council.
13. Oversee the annual review of the effectiveness of the system of internal audit, to include the performance of the internal audit function, compliance with standards and delivery of improvement actions.
14. Contribute to the external quality assessment of internal audit that takes place every five years.
15. Commission work from internal and external audit and consider the resulting reports.
16. Comment on the scope and depth of external audit work and ensure it gives value for money.
17. Ensure that there are effective relationships between external and internal audit, inspection agencies and other relevant bodies, and that the value of the audit process is actively promoted.
18. Seek assurance that action has been taken to implement the recommendations arising from the findings of significant audit and inspection work.

Statement of accounts

19. Discuss the annual audit plan for the audit of the financial statements with external audit.
20. Consider the external auditor's annual letter, relevant reports and the report to those charged with governance.
21. Review and approve the annual statement of accounts, including subsequent amendments on behalf of the council.

Referred powers

22. Consider and make recommendations on all matters described above.
Recommendations relating to all paragraphs except 9 – 10 and 12 – 21 shall be made to the cabinet and chief finance officer. Recommendations relating to paragraphs 9 – 10 and 12 – 21 shall be made to the chief finance officer.

Accountability arrangements

23. Report to those charged with governance on the committee's findings, conclusions and recommendations concerning the effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements and internal and external audit functions.
24. Report to full council on the committee's performance in relation to the terms of reference and effectiveness of the committee in meeting its purpose.

Work Plan for the Audit Committee 2020-21

Please note that the schedule of meetings listed below follows a broad pattern. Risk Management procedures and regular reports from Internal Audit will be covered in all meetings.	
June/July	The items scheduled for this meeting focus on the draft annual accounts.
September	The items scheduled for this meeting are centred around the final sign off of the audited annual accounts.
November	The items scheduled for this meeting reflect completion of the year's cycle.
January	The items scheduled for this meeting principally reflect the planning of the internal and external audit cycles.
March	The items scheduled for this meeting reflect the progress that has been made on the interim audit and the year end accounts procedures.

Date of committee Deadline for reports*	Suggested Items		
	Regular Items	Notes	Pre-Committee training (if required)
14 Jul 20 3 Jul 20	Draft Annual Governance Statement 2019-20 Draft Statement of Accounts 2019-20 External audit plan 2019-20 Annual report of the audit committee 2019-20 Annual internal audit report (LGSS) 2019-20		No change in membership from end 2019-20
24 Nov 20 13 Nov 20	Annual governance statement 2019-20 - approval Audited statement of accounts 2019-20 – approval Audit results report 2019-20 Internal audit quarters 1 and 2 update 2020-21 Internal audit report on contracts		Chair's request for internal audit report on contracts

Work Plan for the Audit Committee 2020-21

Date of committee Deadline for reports*	Suggested Items		
	Regular Items	Notes	Pre-Committee training (if required)
12 Jan 21 4 Jan 21 (publication date agenda)	Annual audit letter 2019-20 Risk management report Internal audit quarter 3 update 2020-21		
9 Mar 21 26 Feb 21	External audit plan 2020-21 } Certification of claims and returns annual report 2019-20 } Draft internal audit plan 2021-22 Corporate risk management report		

Motion to Council
21 July 2020
Subject Car free city centre
Proposer Councillor Lubbock
Seconder Councillor Price

Item
10(a)

In January 2019, this council acknowledged the existence of a Climate Emergency and pledged to take measures as soon as possible to make Norwich carbon neutral.

In September 2019, Norwich marked Car Free Day, and will continue this on an annual basis.

Car journeys have an important part to play in our transport mix, but there is evidence that car use impacts on health through high levels of air pollution.

Building on existing policies, and as part of the council's desire to make Norwich carbon neutral, this council should consider further steps to reduce carbon emissions and increase the attraction and uptake of sustainable transport options, such as cycling and public transport.

Council **RESOLVES** to ask cabinet to:

- 1) Build on work already undertaken as a response to Covid-19,
- 2) Identify options following consultation, and in conjunction with the County Council, residents, businesses and groups such as Car-Free Norwich, to significantly reduce or remove non-essential motor vehicle journeys from 'within the city walls' on a longer term basis, considering all financial, regulatory and legal factors;
- 3) work closely with disability advocacy groups and Blue Badge Holders to identify options to ensure that access to the city centre is maintained and improved for people with mobility difficulties or who are otherwise unable to use public transport;
- 4) explore opportunities to significantly reduce or restrict all non-essential motor vehicles from accessing the roads immediately adjacent to the city's primary schools at drop-off and pick-up times; and
- 5) work constructively with traders in any options to ensure deliveries continue and businesses are not negatively impacted by any changes to city centre access.

Motion to Council
21 July 2020
Subject Food poverty
Proposer Councillor Davis
Seconded Councillor Jones

Item
10(b)

Norwich has experienced the profound multiple impacts of Covid-19 since the onset of the pandemic. Evidence shows that this impact has not been shared evenly, with those in the city's most deprived communities suffering hardest. One very visible example of this has been the rocketing use of foodbanks which have multiplied and provided critical support to those facing the difficulties of food crisis. As the city now begins to emerge from the pandemic special focus to provide support for those most at risk from food hunger should be considered.

Council **RESOLVES** to:

(1) Ask the leader of the council to:

- a) publicly thank the volunteers, groups, organisations and partners who have worked so tirelessly to provide emergency food, support of other provisions across the city, acknowledging the vital difference this has made.
- b) write to the Secretary of State at the Department for Work and Pensions and both the Norwich Members of Parliament to request, with specific reference to alleviating child poverty, that child benefit is immediately raised by £15.00 per week, per child as an alternative to parents using the current inefficient, ineffective and often inaccessible voucher service.
- c) write to the Secretary of State at the Department for Work and Pensions and Norwich Members of Parliament to request that the Norwich City Council administrative area becomes a pilot area for Universal Basic Income within the next 6 months.

(2) acknowledge the impact of a decade of deliberate structural austerity in driving people into food hunger through the weakening of social security and other systemic measures which have fuelled poverty across Norwich,

(3) use the powers available to ensure that the recovery of the city economy must address the root drivers of poverty with special reference to creating new, inclusive and sustainable growth, tackling endemic low pay and working with the newly formed Good Economy Commission; and

- (4) Consider and implement the agreed Recovery Plan, working with partners, to enhance and develop strong and sustainable food networks to better provide support to those most at risk of food hunger.

Motion to Council
21 July 2020
Subject Black Lives Matter
Proposer Councillor Youssef
Seconder Councillor Davis

Item
10(c)

In July 2020, Varsity magazine said “Systemic racism in the UK goes beyond policing and the criminal justice system. It is deeply embedded into our education, our housing, our medical care, our immigration policy.” Furthermore, the Human Rights Campaign Foundation reported that trans women of colour are disproportionately affected by fatal violence.

A black American man, George Floyd, was killed on 25th May 2020, in Minneapolis after a policeman knelt on his neck for almost nine minutes. The website ProPublica has found that young black men aged 15 to 19 are 21 times more likely to be killed by police.

This council resolves to:

- 1) note that the response of the President of the United States of America and his administration has been to use extreme force to crush and repel protesters;
- 2) note that a report by the British government has shown a disproportionate impact of Covid-19 on black, Asian and minority ethnic people and that it is of vital importance that action is taken as a result to alleviate the disproportionate impact of Covid-19 on black, Asian and minority ethnic people;
- 3) reaffirm that all forms of hate crime are abhorrent;
- 4) continue to condemn all forms of discrimination based on personal characteristics;
- 5) provide all our members with the training and support needed to eradicate discrimination and champion diversity, including by providing training on unconscious bias;
- 6) continue to welcome and support people from underrepresented groups to stand as councillors, because more inclusive councils bringing more diverse perspectives are better equipped to represent the interests of their communities;

- 7) reaffirm that members will work actively with each other to encourage a safe and fair working environment for all members and officers, by advocating robustly and actively for minority groups and by condemning incidences of discrimination in their role as a councillor, whether in the chamber or out in their communities;
- 8) continue supporting members and officers in speaking out against and condemning any form of discrimination based on personal characteristics, whether this be racism, sexism, ageism, ableism, homophobia, transphobia, misogyny, maternity, paternity or faith based discrimination, or any other form of discrimination;
- 9) encourage greater diversity within our council by working to understand and break down barriers for underrepresented people wanting to stand for election;
- 10)reaffirm that those charged with providing pastoral care to members (including group leaders and senior officers) to be sensitive to diverse members' needs and ready to signpost to sources of help and support;
- 11)ensure that robust processes are used to deal appropriately with incidents of harassment or discrimination in any form; and
- 12)continue to work with the community and the police in Norwich to ensure that policing across the city is proportionate and fair to all residents.

Motion to Council
21 July 2020
Subject Universal Basic Income
Proposer Councillor Osborn
Seconder Councillor Grahame

Item
10(d)

A Universal Basic Income is a non-means-tested sum paid by the state to cover the basic cost of living, which is paid to all citizens individually, regardless of employment status, wealth, or marital status, which has been widely debated in recent months. Advocates argue it is the fairest, most effective way to mitigate the effects of coronavirus on people's incomes. A network of Universal Basic Income Labs has been set up and works with local authorities across the UK developing UBI proposals to address problems such as poverty, inequality, discrimination and environmental damage, long-term and immediately, in relation to coronavirus.

This Council **resolves** to ask the leaders of political groups on the council to write to the Good Economy Commission for Norwich, the Secretary of State for Work and Pensions, the Chancellor of the Exchequer, the leader of the party in Government, their counterparts in all opposition political parties in parliament, all Norwich MPs, and to Norfolk County Council to express the following:

- 1) That the current benefit system is failing citizens, with Universal Credit causing hardship to many communities in Norwich;
- 2) There is a danger of increasing numbers of people facing poverty as a result of the coronavirus crisis;
- 3) Testing a UBI is needed, as a UBI has the potential to help address key challenges such as inequality, poverty, precarious employment, loss of community, and breach of planetary boundaries through:
 - i) Giving employers a more flexible workforce whilst giving employees greater freedom to change their jobs;
 - ii) Valuing unpaid work, such as caring for family members and voluntary work;
 - iii) Removing the negative impacts of benefit sanctions and conditionality; and
 - iv) Giving people more equal resources within the family, workplace and society;
 - v) Breaking the link between work and consumption, thus helping reduce strain on the environment;

- vi) Enabling greater opportunities for people to work in community and cultural activities or to train or reskill in areas that will be needed to transition to a lower-carbon economy.
- 4) The success of a UBI pilot should not be measured only by impact upon take-up of paid work, but also the impact upon communities and what the people within them do, how they feel, and how they relate to others and the environment around them; and
 - 5) Given its history of social innovation, wealth of expertise, and active networks across community, business and public services, Norwich is ideally placed to pilot a UBI.

