



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, 17 March 2020

19:30

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 12 March 2020.

Petitions must be received by the committee officer detailed
on the front of the agenda by **10am on Monday 16 March
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 budget council
held on 25 February 2020

5 Questions to cabinet members / committee chairs

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

- | | | |
|----------|---|----------------|
| 6 | Nominations for Lord Mayor and Sheriff
To receive nominations for Lord Mayor and Sheriff for the upcoming civic year | |
| 7 | Appointment of Electoral Registration Officer and Returning Officer
Purpose - To appoint Stephen Evans, chief executive officer, as the Electoral Registration Officer and Returning Officer for Norwich City Council. | 17 - 24 |
| 8 | Pay Policy Statement 2020-21
Purpose - To approve the council's Pay Policy Statement 2020-21 | 25 - 42 |
| 9 | Motions
Purpose - To consider motions for which notice has been received in accordance with appendix one of the council's constitution. | 43 - 50 |



Anton Bull
Director of resources

For further information please contact:

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

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

Date of publication: **Monday, 09 March 2020**

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

Budget Council

19:30 to 22:05

25 February 2020

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

Apologies: Councillors Driver, Oliver and Ryan

1. Lord Mayor's Announcements

The Lord Mayor said that a full list of his engagements would be appended to the minutes. He highlighted a visit from the Chartered Institutes of Building's new female Chief Executive Officer. He had been very proud to show her the Goldsmith Street development.

2. Declarations of Interest

Councillors Brociek-Coulton, Button, Harris, Kendrick, Peek, Price and Waters declared pecuniary interests in item 6 (below), The Council's 2020-21 Budget and Medium Term Financial Strategy and had received full dispensations from the monitoring officer to remain in the room for the discussion but understood that they would not be able to vote on the resolutions pertaining to their interests.

Councillor Neale declared a pecuniary interest in item 6 (below), the Council's 2020-21 Budget and Medium Term Financial Strategy and had received a full dispensation from the monitoring officer to take part in the discussion and vote on this item.

Councillor Button declared a pecuniary interest in item 7 (below), Council Tax Reduction Scheme, and would be required to leave the room during the determination of that item.

3. Questions from the public / petitions

The Lord Mayor said that no questions had been received.

One petition had been received.

Miss Helen Carter, on behalf of Climate Hope Action in Norfolk (CHAIN) to present the following petition:

“We call on Norwich City Council and Norfolk County Council to step up to the threat of climate change and:

1. Declare a climate emergency
2. Mobilise resources to prioritize mitigation of and adaptation to climate change to protect the people of Norfolk.
3. Set and update emissions reduction targets in line with the latest science.
4. Scrap projects not consistent with these targets.
5. Introduce a program to educate the population and council staff about climate change.
6. Work with other councils to share best practice.
7. Lobby national government to act and help local government to do more to respond to the climate crisis.”

Councillor Maguire, the cabinet member for safe and sustainable city environment gave the following response:

“First of all thank you for your petition to council. I understand you received well over two thousand signatories I am sure many would have signed up from our wonderful city. It is a testament to them and everyone who is so committed to protecting our critically important environment. I respond to your individual points.

1. Declare a climate emergency

On the 29 January the council resolved to acknowledge the conclusions of scientists that climate temperature rise should be limited to 1.5°C. A climate emergency was declared by the leader of the council. We were one of the first councils to do this.

In addition the council also resolved that declarations of ‘Climate Emergency’ are inextricably linked with social and economic emergencies which affect ordinary people globally and locally: all of these are equally important in achieving truly sustainable communities.

As you probably know, Norwich was among the first councils to recognise the importance of the environment to the well-being of its citizenry. We were already campaigning on the environment and climate change in the 1980’s. As far back as the 1990’s we had a sustainability panel and 10 years ago we were the first place in the country to have an independent climate commission.

In the last 10 years the council has also signed up to the climate local commitment, the Nottingham declaration on climate change and committed

the council to reducing its own operational CO2 emissions which are now nearly 60% lower than in 2007.

2. Mobilise resources to prioritize mitigation of and adaptation to climate change to protect the people of Norfolk.

Whilst the city of Norwich could be described as the financial and cultural hub of Norfolk, the city council cannot produce adaptation and mitigation plans for the whole of Norfolk.

However work is already ongoing across a number of councils across Norfolk to ensure mitigation and adaption measure are implemented in accordance with their locally agreed targets, local plans, and planning policy.

Officers from across councils in Norfolk are already working to co-ordinate efforts where councils have common priorities. We have a strong track record which is the envy of many in Norfolk and it is our duty both to share and always to learn from available best practice.

3. Set and update emissions reduction targets in line with the latest science.

Norwich City Council has taken the issue of sustainability seriously since well before the Rio Earth Summit and the UN's Agenda 21. The council understands how its local actions have causal links with global issues such as climate change. As mentioned this is something we have been working on for a number of years.

You will be pleased to know that we are already using the very latest tools (developed by the Tyndall Centre for Climate Change Research) to help shape and inform our future policy decisions. The council has also resolved to acknowledge the conclusions of scientists that climate temperature rise should be limited to 1.5°C.

4. Scrap projects not consistent with these targets.

Environmental considerations are already considered when undertaking decisions. These can either be in the form of impact assessments or sustainability appraisals for larger proposals. The council also uses integrated impact assessments which cover a range of issues including climate change. All of this evidence based approach helps to carefully assess and ensure projects meet with our key goals. This is critically important given the impact of extreme austerity since 2010 and the need to deliver constant progress on our bold environmental policy.

5. Introduce a programme to educate the population and council staff about climate change.

CHAIN will already be aware that the council has been working hard to educate our citizens about sustainability, climate change and one planet living. Our dedicated sustainable living campaign "One Planet Norwich" is

already reaching out to tens of thousands of citizens every year via social media and physical events. CHAIN and Extinction Rebellion (XR) Norwich also attended in 2019 and I was very impressed how both groups engaged with the public.

The council also regularly promotes recycling, walking, cycling and issues around biodiversity which goes out to every home in the city. Finally our Lord Mayors theme in 2019 was “love the world around you”.

We already have some great ideas for 2020 specifically around climate change so watch this space!

In regards to council staff we have already had workshops around this issue and have been engaging with the Tyndall Centre at UEA to help educate our councillors on the latest climate science.

6. Work with other councils to share best practice.

As highlighted the council is already part of programmes which share best practice locally and nationally. In fact, programmes which started here in Norwich have been replicated elsewhere: Such as Solar Together our public solar panel auction.

The council will continue to engage with the Local Government Association (LGA), CPD Climate Disclosure, Salix, the Carbon Trust and regional stakeholder groups such as the Norfolk Climate Change Partnership to share best practice.

7. Lobby national government to act and help local government to do more to respond to the climate crisis.

The council has already lobbied central government to provide the resources to respond to the issue of climate change, domestic energy efficiency and host of other related issues. The climate emergency motion, passed without opposition in January 2019, recognised that central government has a key role to play in tackling climate change and building sustainable communities. As we develop our ongoing efforts to tackle this issue I have no doubt we will be lobbying national government again.

While lobbying is crucial I must however voice my concern at this government's lack of interest and leadership around this vital area. As ever it falls to us on the ground to deliver upon the practical, physical green agenda on a day-to-day basis and show leadership, commitment and courage. Despite the context we face I am profoundly optimistic as we have a committed and engaged city community, access to significant expert support, and still resources and determination to deliver upon this vital work.

Lord Mayor, we can do it and we will do it together.

Thank you again for your support, commitment and help and for the time you have taken to come here this evening.”

4. Minutes

RESOLVED to approve the minutes of the extraordinary and ordinary meetings held on 28 January 2020.

5. Corporate Plan 2020-2021

Councillor Waters moved and Councillor Harris seconded the recommendations as set out in the report.

Following further debate it was:

RESOLVED, with 27 members voting in favour and 9 members abstaining from voting to approve the continued adoption of the current 2019-2022 corporate plan vision, mission and priorities for 2020-21, subject to a review of the corporate performance framework to be undertaken once a full year's worth of data is available.

6. 2019-20 Budgets, Medium Term Financial Strategy

(Councillors Brociek-Coulton, Brociek-Coulton, Button, Harris, Kendrick, Neale, Peek, Price and Waters had declared interests in this item.)

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

Councillor Bogelein moved and Councillor Osborn seconded the following amendment:

To reduce the following budget items:-

From revenue expenditure:

Cut Citizen magazine to one edition per year	£ 30 000
Lower contribution to general reserves	£ 90 000

From capital expenditure:

Cancel the upgrade to Heigham Park tennis courts	£115 000
	£235 000

To increase the following budget items:-

From revenue expenditure:

Additional monitoring of CCTV in the city	£ 30 000
---	----------

From general reserves:

Climate Emergency Officer (three month fixed term contract)	£ 20 000
Citizens' Assembly on the Environmental and Climate Emergencies	£ 70 000

From capital expenditure:

Four re-deployable CCTV cameras	£ 50 000
One-off capital budget of £5 000 per ward	£ 65 000

£235 000

On being put to the vote with 9 members voting in favour (Councillors Bogelein, Carlo, Grahame, Neale, Osborn, Price, Schmierer, Utton and Youssef) 24 members voting against (Councillors Brociek-Coulton, Button, Davis, Fulton-McAlister (E) Fulton-McAlister (M), Giles, Harris, Huntley, Jones, Kendrick, Maguire, Manning, Maxwell, McCartney-Gray, Packer, Peek, Sands (M), Sands (S), Sarmezey, Stonard, Stutely, Thomas (Va), Thomas (Vi) and Waters) voting against and 3 abstentions (Councillors Ackroyd, Lubbock and Wright) the amendment was lost.

Debate followed.

The Lord Mayor explained that because members had declared pecuniary interests because they were council tenants or rented council garages, the vote would be taken in four parts with recommendations A8 and A9 being taken separately.

He then moved to the vote on the cabinet recommendations of 12 February 2020 for the council's 2020-21 budget and it was:

RESOLVED, with 27 members voting in favour (Ackroyd, Brociek-Coulton, Button, Davis, Fulton-McAlister (E), Fulton-McAlister (M), Giles, Harris, Huntley, Jones, Kendrick, Lubbock, Maguire, Manning, Maxwell, McCartney-Gray, Packer, Peek, Sands (M), Sands (S), Sarmezey, Stonard, Stutely, Thomas (Va), Thomas (Vi), Waters and Wright) and 9 members voting against (Councillors Bogelein, Carlo, Grahame, Neale, Osborn, Price, Schmierer, Utton and Youssef) to approve the cabinet's recommendations of 12 February 2020 for the council's 2020-21 budget:

A 1-7, and 10-25

- A.** To approve cabinet's recommendations of 12 February 2020 for the 2020-21 financial year:

General Fund

1. The council's net revenue budget requirement as £17.888m for the financial year 2020/21 including the budget allocations to services shown in Appendix 2 (C) and the savings and growth proposals set out in appendices 2 (F) and 2 (G).
2. An increase to Norwich City Council's element of the council tax of 1.99%, meaning that that the Band D council tax will be set at £269.38 (paragraph 2.23) with the impact of the increase for all bands shown in Appendix 2 (E).

3. The prudent minimum level of reserves for the council as £4.289m (paragraph 2.46).
4. The award of new business rates reliefs using discretionary relief powers as set out in paragraph 1.4. The full cost of granting this relief will be compensated through a section 31 grant from Government.
5. Transfers to earmarked reserves as set out in paragraphs 2.2, 2.7 and 2.54.

Housing Revenue Account

6. The proposed Housing Revenue Account gross expenditure budget of £61.4m and gross income budgets of £68.1m for 2020/21 (paragraph 3.4).
7. Of the estimated surplus of £6.7m, £2.1m is used to make a revenue budget contribution towards funding of the 2020/21 HRA capital programme (paragraph 3.4).
10. The transfer of £1m of underspend forecast to be achieved in 2019/20 to the HRA's spend-to-save earmarked reserve (paragraph 3.3).
11. The prudent minimum level of housing reserves as £5.874m (paragraph 3.34).

Capital Strategy

12. The proposed general fund capital programme 2020/21 to 2024/25 and its method of funding as set out in table 4.4, table 4.5 and Appendix 4 (B).
13. The proposed HRA capital programme 2020/21 to 2024/25 and its method of funding as set out in table 4.4, table 4.6 and Appendix 4 (B).
14. The capital strategy, as required by CIPFA's Prudential Code.

Non-financial Investments (Commercial) Strategy

15. The placing of security and yield above liquidity when considering commercial property investments as explained in paragraphs 5.15 to 5.18.
16. Continuing to borrow in order to invest in commercial property outside of the city's boundaries in order to obtain the best opportunities available, diversify the portfolio, and thereby mitigate the risk of holding these investments (paragraph 1.32 and 5.9).
17. The setting aside of 20% of the net new income achieved from commercial property investment into the commercial property earmarked reserve as set out in paragraphs 5.19 to 5.21.
18. The council's policy and process for lending to Norwich Regeneration Limited as set out in paragraph 5.26.
19. The estimated loan facility (amount of lending) the council will need to make available to Norwich Regeneration Ltd to deliver its Business Plan as set out

in table 5.2. Final decisions on lending will be subject to the process set out in paragraph 5.32.

20. The estimated equity investment the council will need to make in Norwich Regeneration Limited to deliver its Business Plan as set out in table 5.3. Final decisions on investments will be subject to the process set out in paragraph 5.32.

Treasury Management Strategy

21. The borrowing strategy 2020/21 through to 2024/25 (paragraphs 6.21 to 6.24).
22. The capital and treasury prudential indicators and limits for 2020/21 through to 2024/25 contained within paragraphs 6.13 to 6.20 and tables 6.2 to 6.4, including the Authorised Borrowing Limit for the council.
23. The Minimum Revenue Provision (MRP) policy statement described in paragraphs 6.33 to 6.37 and contained in Appendix 6.
24. The (financial) Investment Strategy 2020/21 (paragraphs 6.38 to 6.73).

Summary of key financial indicators

25. The indicators for 2020/21 through to 2023/24 contained in section 7.

RESOLVED, unanimously, with all members able to vote, voting in favour (Ackroyd, Bogelein, Carlo, Davis, Fulton-McAlister (E), Fulton-McAlister (M), Giles, Grahame, Huntley, Jones, Lubbock, Maguire, Manning, Maxwell, McCartney-Gray, Neale, Osborn, Packer, Price, Sands (M), Sands (S), Sarmezey, Schmierer, Stonard, Stutely, Thomas (Va), Thomas (Vi), Utton, Wright and Youssef) to approve:

A8

General Fund

8. A 2.7% increase in dwelling rents for 2020/21, following the Secretary of State issued Direction on the Rent Standard 2019. This enables authorities to increase rent annually by up to CPI (Consumer Price Index) as at the preceding September plus 1% from April 2020. This will result in an average weekly rent increase of £2.07 for Norwich tenants (paragraphs 3.9 to 3.14).

RESOLVED, unanimously, with all members able to vote, voting in favour (Ackroyd, Bogelein, Brociek-Coulton, Button, Carlo, Davis, Fulton-McAlister (E), Fulton-McAlister (M), Giles, Grahame, Harris, Huntley, Jones, Kendrick, Lubbock, Maguire, Manning, Maxwell, McCartney-Gray, Neale, Osborn, Packer, Peek, Sands (M), Sands (S), Sarmezey, Schmierer, Stonard, Stutely, Thomas (Va), Thomas (Vi), Utton, Waters, Wright and Youssef) to approve:

A9

General Fund

9. A 2.7% increase in garage rents for 2020/21 (paragraph 3.15).

RESOLVED, unanimously, with all members present voting in favour (Ackroyd, Bogelein, Brociek-Coulton, Button, Carlo, Davis, Fulton-McAlister (E), Fulton-McAlister (M), Giles, Grahame, Harris, Huntley, Jones, Kendrick, Lubbock, Maguire, Manning, Maxwell, McCartney-Gray, Neale, Osborn, Packer, Peek, Price, Sands (M), Sands (S), Sarmezey, Schmierer, Stonard, Stutely, Thomas (Va), Thomas (Vi), Utton, Waters, Wright and Youssef) to approve:

- B.** that the total of all the precepts of the collection fund is calculated in accordance with Sections 32-36 of the Local Government Finance Act 1992 as amended by the Localism Act 2011(as shown in Annex B) taking into account precepts notified by Norfolk County Council and the Office of the Police & Crime Commissioner for Norfolk.

7. Council Tax Reduction Scheme 2020-2021

(Councillor Button, having declared an interest in this item, left the meeting at this point.)

(This item was taken as unopposed business)

RESOLVED, unanimously, to approve the following changes to the council tax reduction scheme (CTRS) for 2020-21 by continuing with the 2019-20 scheme with the following modifications:

1. as in previous years increase the working-age applicable amount by the 2020-21 composite rate of council tax (excluding adult social care);
2. increase the level of income brackets used to decide non-dependant deductions and level of non-dependant deductions by the 2020-21 composite rate of council tax (excluding adult social care);
3. increase the level of income brackets used to decide entitlement to second adult reduction by the 2020-21 composite rate of council tax (excluding adult social care);
4. apply technical updates already applied to DWP benefits for working-age applicants to keep legislation updated to EU exit decisions;
5. for all working-age applicants introduce a tolerance rule (or de-minimis rule) of £15 income change per week (equating to £3 of CTR entitlement) :this tolerance would apply before either CTR entitlement increased or decreased;.
6. disregard of income changes or capital received in respect of the Windrush Compensation Scheme:
7. disregard:

- (a) any arrears of Universal Credit where they are paid due to loss of a severe disability premium and where the maximum Universal Credit award is not adjusted by DWP to reflect the arrears payment;
 - (b) ongoing transitional payments of Universal Credit where these are paid due to loss of a severe disability premium and where the maximum Universal Credit award is not adjusted by DWP to reflect the transitional payment;
8. reinstate the 'remunerative work rule' where CTR would only have a higher non-dependent deduction applied if the non-dependant's contractual working hours are 16 or more per week;
 9. Universal Credit self-employed income to be calculated by the city council;
 10. retain the local discount provision for care leavers;
 11. retain the local discount provision for liable persons absent from a main dwelling due to domestic violence events;
 12. retain a single person discount for 3 months for liable persons where they give a home to an asylum seeker or refugee who has no ability to work.

(The Lord Mayor closed the meeting.)

LORD MAYOR

APPENDIX

**Lord Mayor's announcements 25 February 2020
Events and meetings since the last Council meeting 28
January 2020**

January 2020

- (27) Attended Strangers Club Lunch

February 2020

- (3) Attended the Momentum awards at the Shaw Trust
- (3) Attended the Chinese New Year celebration
- (5) Attended The City of Norwich Civic Association
- (5) Attended the City of Sanctuary annual celebration
- (7) Visited The Clare School
- (7) Attended the SPOTLIGHT Exhibition
- (7) Attended the Richard Alston's "Alston Final Edition" Guest Evening
- (8) Attended the Homelessness – How Can You Help? session
- (9) Attended the South Norfolk Chairman's Civic Service
- (10) Attended the Love Unions Week session
- (10) Attended the Grand Opening of YMCA 175 History exhibition
- (11) Attended the Your Army session
- (14) Attended the Kings Lynn Mart
- (14) Attended the Showmans Guild luncheon
- (15) Attended the British Red Cross Shop – 30 Years
- (15) Attended the Norwich City Football Club match
- (18) Attended the Amanda Nevill lecture
- (20) Attended What Happens at a Funeral session
- (20) Attended the Time Norfolk Evening party
- (24) Visited the Magdalene Group
- (25) Attended The Clare School assembly
- (25) Attend the Business of charities: Back to the future event

Report to	Council	Item 7
	17 March 2020	
Report of	Director of resources	
Subject	Appointment of Electoral Registration Officer and Returning Officer	

Purpose

To appoint an Electoral Registration Officer and Returning Officer.

Recommendation

To appoint Stephen Evans, chief executive officer, as the Electoral Registration Officer and Returning Officer for Norwich City Council

Corporate and service priorities

The report helps to meet the corporate priority of a healthy organisation

Financial implications

In relation to the duties of Returning Officer or any other electoral, referendum, or polling duties arising from such an appointment, the Returning Officer shall be entitled to be remunerated in accordance with the approved scale of fees for local elections or the relevant scale of fees prescribed by a fees order in respect of national or local elections or referendums.

Ward/s: All Wards

Cabinet member: Councillor Kendrick - Resources

Contact officers

Stuart Guthrie, Democratic and elections manger 01603 212055

Background documents

None

Report

1. Under Section (2) of the Representation of the People Act 1983, the council must appoint to the position of Electoral Registration Officer. This position is responsible for maintaining the electoral register for the area.
2. In England, the Electoral Registration Officer is also responsible for electoral registration for any parliamentary constituency situated in the local authority area. It is important to note that the Electoral Registration Officer is also required to discharge the responsibilities of (Acting) Returning Officer at UK Parliamentary elections.
3. Under Section (35) of the Representation of the People Act 1983, the council must appoint to the position of Returning Officer for all other national or local elections and referendums.
4. Traditionally a local authority will appoint its chief executive officer as the Electoral Registration Officer and local Returning Officer. The chief executive officer post is held by Stephen Evans.
5. The recommendation will combine all responsibilities for the conduct of elections and electoral registration under one post holder.

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:	17 March 2020
Director / Head of service	Anton Bull
Report subject:	Appointment of an Electoral Registration Officer and Returning Officer
Date assessed:	

	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"/>	In relation to the duties of Returning Officer or any other electoral, referendum, or polling duties arising from such an appointment, the Returning Officer shall be entitled to be remunerated in accordance with the approved scale of fees for local elections or the relevant scale of fees prescribed by a fees order in respect of national or local elections or referendums.
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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Electoral Registration Officer has statutory responsibility for the proper administration of electoral registration and part of that role is ensuring that risks are identified, assessed and managed accordingly. The Returning Officer also has statutory responsibility for the proper administration of elections and part of that role is ensuring that risks are identified, assessed and managed in respect to this process.

Recommendations from impact assessment	
Positive	
Negative	
Neutral	
Issues	

--

Report to Council
17 March 2020
Report of Head of HR and Learning
Subject Pay Policy Statement 2020-21

Item

8

Purpose

To approve the pay policy statement for 2020-21

Recommendation

To approve the council's pay policy statement for 2020-21

Corporate and service priorities

The report helps to meet the corporate priority of an inclusive economy

Financial implications

The pay policy statement sets out current remuneration arrangements and there are no additional or increased financial implications or risks arising from the pay policy.

The financial implications have been factored into the budget setting process

Ward/s: All Wards

Cabinet member: Councillor Waters - Leader

Contact officers

Dawn Bradshaw, head of HR and learning

01603 212434

Background documents

None

Report

1. Section 38 (1) of the Localism Act 2011 requires the Council to consider, approve and publish a pay policy statement for each financial year. The pay policy statement must be approved by a resolution of the full Council by 31 March.
2. The pay policy statement must as a minimum set out the councils policies relating to:
 - (a) The remuneration of its chief officers
 - (b) The remuneration of its lowest paid employees
 - (c) The definition of the lowest paid employees adopted by the council for the purposes of the pay policy statement and the reasons for adopting that definition.
 - (d) The relationship between the remuneration of its chief officers and employees who are not chief officers.
 - (e) The publication of and access to information relating to remuneration of chief officers.
3. The pay policy statement for 2020 -21 incorporates the following changes:
 - a) Reference to the gender pay gap has been added at 6.18.
4. A pay offer of 2% was made by the national employers on 5 February 2020 for the period 1 April 2020 to 31 March 2021. The offer has been rejected by the trade unions. Pay rates included in the pay policy statement will be updated in line with any agreed pay increase.
5. The pay and grading structure will also be updated to incorporate additional pay grades following a transfer under TUPE regulations on 1 April 2020. This will include a statutory officer.
6. The pay policy statement meets the statutory requirements of the Localism Act

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:	17 March 2020
Director / Head of service	Head of HR and learning
Report subject:	Pay Policy Statement 2020/21
Date assessed:	February 2020

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	x	<input type="checkbox"/>	<input type="checkbox"/>	
Other departments and services e.g. office facilities, customer contact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable
ICT services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable
Economic development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable
Financial inclusion	<input type="checkbox"/>	x	<input type="checkbox"/>	Councils pay policy supports financial inclusion
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable
<u>S17 crime and disorder act 1998</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable
Human Rights Act 1998	x	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	x	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable
Eliminating discrimination & harassment	x	<input type="checkbox"/>	<input type="checkbox"/>	Nationally agreed non-discriminatory job evaluation scheme used. A full equality impact assessment was carried out on the pay and grading structure in 2019 and discussed with the recognised trade union
Advancing equality of opportunity	x		<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable
Natural and built environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable
Waste minimisation & resource use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable
Pollution	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable
Sustainable procurement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable
Energy and climate change	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not applicable

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

Recommendations from impact assessment	
Positive	
Negative	
Neutral	
Issues	

PAY POLICY STATEMENT 2020-21

Introduction

This pay policy statement is provided in accordance with Section 38 of the Localism Act 2011 and is effective from 1 April 2020. The pay policy statement was approved at a meeting of full council on *(add date)*.

Scope

This document sets out the council's pay and reward arrangements for the whole workforce including senior pay arrangements but excluding a small number of employees whose terms and conditions of employment are protected under TUPE regulations.

1. Employee remuneration up to and including heads of service

- 1.1 Employees up to and including head of service grades are subject to the National Joint Council (NJC) for local government services national agreement on pay and conditions of service. These are supplemented by locally agreed collective agreements reached with trade unions recognised by the council.
- 1.2 The council's pay structure commences at spinal column point (SCP) 4 up to SCP 59L. SCP'S 4 to 43 reflect the NJC national pay points, SCP'S 44L to 59L are locally agreed pay points.
- 1.3 There are 14 grades within the pay structure. Grade 1 is the lowest grade and grade 14 is the highest grade. Grades 13 and 14 apply to head of service posts. Grade 13 is not currently used.
- 1.4 Salaries in these pay grades are updated in line with pay awards notified from time to time by the NJC for local government services.
- 1.5 Posts are allocated to the pay grades through a process of formal job evaluation using the NJC job evaluation scheme.

1.6 Pay and grading structure – pay rates from 1 April 2019*

Grade	JE score	SCP	Annual salary	Hourly rate
Grade 1	Up to 260	4	£18,426	£9.55
		5	£18,795	£9.74
Grade 2	261 - 291	6	£19,171	£9.94
		7	£19,554	£10.14
Grade 3	292 - 332	8	£19,945	£10.34
		9	£20,344	£10.54
		10	£20,751	£10.76
		11	£21,166	£10.97
		12	£21,589	£11.19
		13	£22,021	£11.41
Grade 4	333 - 373	14	£22,462	£11.64
		15	£22,911	£11.88
		16	£23,369	£12.11
		17	£23,836	£12.35
		18	£24,313	£12.60
		19	£24,799	£12.85
Grade 5	374 - 414	20	£25,295	£13.11
		21	£25,801	£13.37
		22	£26,317	£13.64
		23	£26,999	£13.99
		24	£27,905	£14.46
Grade 6	415 - 455	25	£28,785	£14.92
		26	£29,636	£15.36
		27	£30,507	£15.81
		28	£31,371	£16.26
Grade 7	456 - 501	29	£32,029	£16.60
		30	£32,878	£17.04
		31	£33,799	£17.52
		32	£34,788	£18.03
Grade 8	502 - 547	33	£35,934	£18.63
		34	£36,876	£19.11
		35	£37,849	£19.62
		36	£38,813	£20.12
Grade 9	548 - 593	37	£39,782	£20.62
		38	£40,760	£21.13
		39	£41,675	£21.60
		40	£42,683	£22.12
Grade 10	594 - 644	41	£42,928	£22.25
		42	£44,632	£23.13
		43	£45,591	£23.63
		44L	£47,086	£24.41

Pay and grading structure – pay rates from 1 April 2019*(continued)

Grade	JE score	SCP	Annual salary	Hourly rate
Grade 11	645 - 695	45L	£48,039	£24.90
		46L	£49,312	£25.56
		47L	£50,618	£26.24
		48L	£51,961	£26.93
Grade 12	696 - 751	49L	£53,338	£27.65
		50L	£54,750	£28.38
		51L	£56,201	£29.13
		52L	£57,691	£29.90
Grade 13	752 - 812	53L	£59,220	£30.70
		54L	£60,789	£31.51
		55L	£62,401	£32.34
		56L	£64,403	£33.38
Grade 14	813+	57L	£65,570	£33.99
		58L	£67,492	£34.98
		59L	£69,281	£35.91
TUPE grades				
I		28L	£25,877	£13.41
		29L	£26,889	£13.94
		30L	£27,780	£14.40
		31L	£26,648	£13.81
		32L	£29,485	£15.28
P2		5	£38,443	£19.93
		6	£39,431	£20.44
		7	£40,420	£20.95
		8	£41,408	£21.46
		8a	£42,448	£22.00
		8a	Non-consolidated	

*National employers made a pay offer of 2 % on 5 February 2020 for the period 1 April 2020 to 31 March 2021, which was not accepted by trade unions. Pay and grading information will be updated when the pay increase is agreed.

1.7 Employees on Grade 1 are defined as our lowest paid employees.

1.8 The council pays employees no less than the Living Wage Foundation living wage rate. The rate is reviewed and updated by the Living Wage Foundation annually in November. If the council's lowest pay grade falls below the living wage rate, a supplement will be paid to equate to the living wage rate from 1 April following any increase.

2. Chief executive and chief officer pay

- 2.1 The council's chief executive is the head of paid service and the directors are chief officers.
- 2.2 The current pay arrangements are locally determined and operated. Salaries in these pay grades are updated in line with pay awards notified from time to time by the Joint Negotiating Committee (JNC) for Chief Executives and Chief Officers.
- 2.3 Recommendations on chief executive and chief officer pay above head of service level are considered and agreed by Cabinet. A senior pay remuneration panel established from April 2013, review the pay and reward arrangements as required, and make recommendations in relation to the remuneration of the chief executive and director posts. The remit of the senior pay remuneration panel is laid down in the membership and terms of reference agreed at Cabinet on 18 February 2013, updated from 1 April 2015.
- 2.4 New appointments to be paid a salary package of £100,000 per annum or above are approved by full Council. The post of chief executive is the sole post which carries a salary range of over £100,000 per annum.
- 2.5 Chief executive and chief officer grading structure

Grade	SCP	From 1 April 2019	
		Annual Salary (FT) £	Hourly rate £
Chief Executive	150	£126,181	£65.40
	151	£129,048	£66.89
	152	£131,916	£68.38
	153	£134,784	£69.86
	154	£137,651	£71.35
Director	106	£74,203	£38.46
	107	£77,737	£40.29
	108	£81,270	£42.12
	109	£84,804	£43.96

- 2.7 One director post has additional responsibilities for deputising for the chief executive and receives an honorarium equivalent to 10% of their basic annual salary.
- 2.8 The terms and conditions of employment for the chief executive and chief officers are determined in accordance with collective agreements, negotiated from time to time, by the JNC for Chief Executives and the JNC for Chief Officers, as set out in the Scheme of Conditions of Service. These are supplemented by local agreements reached with trade unions recognised by the council and by the rules of the council.

3. Heads of service and senior managers

- 3.1 Some senior officers are classed as non-statutory chief officers or deputy chief officers under the Local Government and Housing Act 1989, due to the council's organisational structure.
- 3.2 In accordance with the Local Government and Housing Act 1989 a non-statutory chief officer for the purposes of this pay policy statement is defined as a person who reports directly to or is accountable directly to the head of paid service. A deputy chief officer is defined as a person who reports directly to or is directly accountable to a statutory or non-statutory chief officer. This definition excludes secretarial, clerical and support services.
- 3.3 These senior officers and heads of service are not subject to the pay and conditions of service determined by the JNC for Chief Officers of local authorities but are employed under NJC terms and conditions and are paid in line with the pay structure detailed in 1.6.

4. Other arrangements

4.1 Election fees

The Returning Officer has overall responsibility for the conduct of elections and is appointed under the Representation of the People Act 1983. The role of returning officer is carried out by an employee of the council but is carried out in a personal capacity and is distinct and separate from their duties as an employee. Election fees are paid for the additional duties and are paid separately to the normal salary arrangements.

The chief executive is the council's Returning Officer.

Fees for Parliamentary, Police Commissioner, Referendum and European elections are set by parliamentary statutory order.

Fees for undertaking County and District elections are calculated in accordance with a formula agreed annually by the Norfolk Chief Executives' Group, based on a recommendation by the County Electoral Officers' Group.

The setting of Returning Officer fees is considered by a meeting of the Chairpersons of the Norfolk authorities' member remuneration panels.

Other employees of the council, including senior officers within the scope of this policy may receive additional payment for specific election duties.

4.2 Monitoring officer (S51 Local Government and Housing Act 1989)

The council's monitoring officer is provided by an employee of Norfolk County Council who carries out the role under a delegation of function agreement. The remuneration arrangements for the post of monitoring officer are not covered under this pay policy statement.

5.0 Lowest and highest paid employees

- 5.1 The councils lowest paid employees are paid on Grade 1 of the pay structure. The minimum pay point paid to any employee is SCP 4 of the pay structure. This equates to a basic salary of £18,426 per annum. The salary range for Grade 1 is £18,426 to £18,795 per annum.

The council's highest paid employee is the chief executive. The chief executive salary scale ranges from £126,181 to £137,651 per annum.

5.2 Pay Multiples

The ratio between the highest paid employee and other employees based on the median earner for 2019/20 is: *(to be calculated and published following March 2020 pay run but expected to be circa 1:5).*

The pay multiple is calculated based on taxable earnings for the period 1 April to 31 March each year.

The ratio of the highest and lowest pay point, based on full time equivalent salaries at 31 March 2020 is: 1:7.47

In calculating the pay ratios, full time equivalent salaries have been used.

- 5.3 The council does not have a policy on maintaining or reaching a specific pay ratio between the highest and lowest paid employees.

6.0 General principles applying to remuneration of all employees

6.1 Living wage

The council is an accredited Living Wage Foundation living wage employer and has adopted a living wage policy for employees and agency workers and contractors engaged through the council's procurement processes.

6.2 Pay on appointment

Starting salary on appointment is determined by assessment of relevant experience and competence to undertake the job role and taking account of current salary level. Salary on appointment will be within the salary range for the post.

6.3 Pay progression

All employees are remunerated on a pay range. The pay policy recognises that movement through defined pay ranges should continue as employees increase their effectiveness and expertise through knowledge and experience and most employees will normally receive an annual increment on 1 April each year up to the maximum point of the pay grade

Employees appointed between 1 October and 31 March receive their first increment after 6 months in post and any subsequent increments on 1 April each year.

Accelerated increments can be awarded on the basis of special merit or ability, subject to the maximum of the scale not being exceeded.

6.4 Relocation and disturbance

Relocation expenses may be granted where new employees are required to move to the area in order to take up employment and their circumstances meet the criteria laid down in the relocation assistance scheme.

Existing employees required to move home for their employment or who incur additional costs as a result of a decision of the council in respect of their employment may be eligible for reimbursement of some expenses depending on the circumstances.

6.5 Expenses and Travel

- **Travel for work**

Employees are not required to provide a car for work purposes and pool cars are available for official business travel.

Employees may choose to use their own transport for official business travel and are reimbursed at the following rates:

Mileage per mile first 8,500 miles	46.9 p
Mileage per mile after 8,500 miles	13.7 p

Employees required to have access to a vehicle, because of the nature of their duties are classified as operational users. Operational users have access to pool cars but may use their own vehicle and be reimbursed mileage.

- **Car Parking**

Operational users who work in or from city hall and use their own vehicle for work purposes are provided with a city centre car park pass.

Employees who are required to remain at work or return to work to attend an evening meeting will be provided with a city centre car park pass to enable them to attend the evening meeting.

Employees working at other council buildings may use the parking at the site, where this is available.

- **Subsistence**

Subsistence will be paid to employees who necessarily incur additional expense in the course of their work. Claims will generally be supported by a receipt. Actual expenditure is reimbursed, subject to locally agreed maximum amounts.

6.6 Bonus scheme

The council does not operate a bonus scheme.

6.7 Performance related pay

The council does not operate a performance related pay scheme.

6.8 Professional fees and subscriptions

The council reimburses professional fees and subscriptions as follows:

- employees undertaking approved studies towards a professional qualification, which require professional membership. The subscription is paid for the period of the studies, subject to satisfactory progress being made.
- specified professions where there are proven recruitment difficulties as a recruitment and retention incentive.
- statutory chief officers where the professional membership is a requirement in accordance with their statutory function.

6.9 Overtime and enhancements

Some posts within the council attract enhancements and/or overtime payments. Overtime and enhancements are applied in accordance with set criteria which are nationally and locally agreed.

6.10 Honoraria

If it is appropriate for an honorarium to be paid, this will be in accordance with agreed principle for payment of honoraria.

6.11 Severance arrangements

On ceasing to be employed by the council, employees will only receive compensation where this is appropriate as outlined below:

Employees who are dismissed for redundancy and who have a minimum of two years' continuous service with the council will normally be entitled to be paid statutory redundancy pay, which is calculated according to the individual employee's age, length of service and gross weekly pay subject to a statutory maximum.

The Local Government (early termination of employment) (Discretionary Compensation) England and Wales Regulations 2006 enable local authorities to increase redundancy payments above the statutory maxima subject to certain limits and to pay discretionary compensation in certain circumstances. Norwich city council has exercised its discretion to increase the redundancy payment as follows:

- the council will disregard the statutory upper pay limit when calculating a week's pay for the purposes of the statutory redundancy payment. This means that the employee's actual week's gross pay will be used for this purpose

and

- the statutory redundancy payment with the upper pay limit disregarded as set out above will be enhanced by a factor of 1.5.

Such discretionary enhanced redundancy payments will be made to employees who:

- are entitled to receive a statutory redundancy payment;
- or
- have voluntarily agreed to the termination of their employment where, had they been dismissed, the dismissal would have been by reason of redundancy.

Redundancy payments paid by the council may therefore comprise the required element: which is the statutory redundancy payment and the discretionary element: which provides for a discretionary enhanced redundancy payment.

Redundancy calculation is the same across the council irrelevant of position and pay grade.

Employees aged 55 and over and who are redundant and are members of the local government pension scheme immediately become entitled to receive their pension benefits. Pension benefits are not increased or augmented in these circumstances.

Outplacement support is offered to all employees who are redundant.

Severance packages in excess of £100,000 will be considered at full council.

6.12 Pension

All employees who have a contract of employment for at least 3 months and are under age 75 are eligible to join the Local Government Pension Scheme. Employees who are eligible for membership automatically become members of the scheme unless they opt out.

The council make a contribution to the employee's pension, expressed as a percentage of the employee's pensionable pay. The contribution rate is assessed and set every three years following an actuarial valuation of the Norfolk Pension Fund.

The employee also makes a contribution to their pension. The employee contribution rates vary from 5.5% to 12.5% of actual pensionable pay.

The council auto enrolls all eligible employees into the Local Government Pension Scheme in accordance with legislative requirements.

6.13 Flexible retirement

The council gives consideration to requests for flexible retirement from employees aged 55 and over who reduce their grade and/or hours of work. This enables the employee to have immediate access to their Local Government Pension Scheme benefits whilst retaining employment.

Requests are normally only granted when the overall financial impact is neutral or results in savings for the council.

The council does not waive any actuarial reductions resulting from early payment of pension benefits for flexible retirement.

6.14 Market supplements

The council does not currently pay market supplements. Should there be a future requirement for payment of market supplements a protocol for payment of market supplements will be agreed.

6.15 Re- engagement

All posts are advertised in accordance with the council's recruitment policies. Appointments and any decision to re-employ a former employee, who left employment in receipt of a severance or redundancy payment, will be made on merit.

Interim management appointments are made in accordance with the council's procurement policies and the provisions for contract for services.

The council will not engage a former city council employee within the scope of this policy outside of these arrangements.

6.16 Tax avoidance

The council will seek to appoint individuals to vacant posts using the recruitment procedures on the basis of contracts of employment and apply direct tax and national insurance deductions from pay through the operation of PAYE.

Consultants and agency workers are not employees of the council and are not covered by this pay policy statement. Where there is a need for consultant/interim support, the council will seek to avoid contractual arrangements which could be perceived as being primarily designed to reduce significantly the rate of tax paid by that person, such as paying the individual through a company, effectively controlled by him or her.

6.17 Salary sacrifice

The council provides salary sacrifice arrangements for childcare vouchers and the cycle to work initiative.

6.18 Gender pay gap

The Government implemented mandatory gender pay gap reporting for employers with 250 or more employees in April 2017.

As at 31 March 2018 women were paid 3% lower than men based on mean hourly rates and 3.4% more than men based on median hourly rates. The gender pay gap at 31 March 2019 will be reported and published no later than 30 March 2020.

Gender pay gap information can be viewed on the gender pay gap service.
<https://gender-pay-gap.service.gov.uk>

7.0 Amendment and review of pay policy

The council's pay policy statement will be reviewed and agreed by full council on an annual basis and before 31 March each year.

If it is necessary to amend the pay policy statement during the year that it applies, any amendment will be by resolution of the full Council.

The policy and any subsequent amended policy will be published on the council's website within 21 days of full council approval.

Motion to Council
17 March 2020
Subject Promoting pollinators in the city
Proposer Councillor Packer
Seconded Councillor Maguire

Item
9(a)

Norwich City Council is committed to helping to conserve the UK's pollinators by ensuring the council will consider the needs of pollinators in the delivery of its duties and work. The council will seek to protect and increase the amount and quality of pollinator habitat and manage its green space to provide greater benefits for pollinators. We will ensure local people are provided with opportunities to make Norwich more pollinator friendly. The council already undertakes important actions to help pollinators however, we should always aspire to do more. In addition to the actions within the biodiversity motion passed by Norwich City Council in September 2019,

Council **RESOLVES** to:

- 1) note, that it is well documented that bees and other pollinators have been in serious decline for many years. This is a loud and clear message that they need help and quickly otherwise all of us, plants, pollinators and people, face serious problems. Pollinators are central to Norfolk's fruit farms, they serve crops including oilseed rape, clovers and other nitrogen fixing plants. They are important for livestock grazing and wild flowers. Pollinators add to the diversity of plant species, habitats and wildlife in Norwich as well as its natural beauty. This makes Norwich a better place to live, to enjoy and to visit. Losing our pollinators would be a major ecological and economic disaster.
- 2) continue to raise the awareness of pollinators' needs in local communities by:
 - a) continuing to promote what action can be undertaken both on an individual basis and by community groups to help pollinators;
 - b) continuing to ensure the wellbeing of pollinators is a principal consideration in land management e.g. through grass-cutting and pollinator-friendly planting regimes;
 - c) using planning powers to protect pollinator habitats where possible;
 - d) reviewing and seeking to end the use of pesticides in its estate;

- e) planting pollinator-friendly plants and trees, such as those identified in the Royal Horticultural Society's Perfect for Pollinators scheme;
- 3) ask cabinet, through its advisory climate and environment emergency executive panel, to develop a pollinator action plan;
- 4) continue to plant pollinator-friendly plants as part of amenity planting in parks, gardens and green spaces;
- 5) ask the county council to encourage schools to help children engage with this agenda;
- 6) seek to influence other partners, including social housing, public health bodies, district and county councils to support our efforts; and
- 7) ask the leader of the council to write to the Secretary of State for Environment, Food and Rural Affairs calling on the Government to maintain the current ban following 31 January on the use of neonicotinoids – with a widening of the ban to include other neonics and systemic pesticides based on results from the funding of proper research into the hazards of neonicotinoids and glyphosate on human health and the environment.

Motion to Council
17 March 2020
Subject Car free city centre
Proposer Councillor Wright
Seconded Councillor Lubbock

Item
9(b)

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 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) 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', considering all financial, regulatory and legal factors;
- 2) 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;
- 3) 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;
- 4) 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
17 March 2020

Subject Private rented sector

Proposer Councillor Jones
Seconded Councillor Davis

Item

9(c)

A secure home is at the heart of all of our lives. It gives security, enables aspiration and gives children a stable home in which to grow up. Residents living in the private rented sector should have the security to build their lives and futures, and to become an active part of their community, just as residents in other housing tenures should expect. Nationally one-in-four private rented homes are classed 'non-decent', meaning they are damp, cold, in disrepair and unsafe to live in and private tenants collectively pay £10bn per year in private rents to landlords letting sub-standard homes. Over 1.7 million private renters pay more than a third of their income in rents.

This Council **RESOLVES** to:

- 1) support the national and local campaign to introduce a private renters' charter including a right to an affordable home, a right to a secure home, and a right to a decent home.
- 2) ask the cabinet member for Safer, Stronger Neighbourhoods to
 - a) call for the Prime Minister to honour the commitment to abolish 'Section 21' of the Housing Act 1988
 - b) call on the Secretary of State for Work and Pensions to increase the local housing allowance for under 35s to the standard limit
 - c) write to the Secretary of State for Housing, Communities and Local Government to:
 - i. abolish Section 21 of the Housing Act 1988 which allows eviction without the landlord having to establish fault on the part of a tenant
 - ii. introduce open-ended tenancies to help to make renting more secure and protect tenants from unfair evictions
 - iii. cap rents at inflation and introduce powers for further controls in areas facing run-away rents

- iv. remove the Ministerial veto on local licensing schemes for private landlords and call on the government to give councils discretionary powers to licence all private rented housing within its boundaries.
 - v. introduce a property 'MOT' consisting of annual, independent checks of private rental properties, tough fines including repayment of rent to tenants, and fresh local enforcement powers.
- 3) write to local MPs to ask for their support to in pressing the Government to act.

Motion to Council
17 March 2020
Subject Action on fly-tipping
Proposer Councillor Schmierer
Seconder Councillor Neale

Item
9(d)

Norwich has a problem with fly-tipping. For instance, more than 1,700 mattresses have been dumped in Norwich over the last two years, more than almost anywhere else in the UK. Across Britain there is a fly-tipping epidemic with 1,000,000 incidents last year alone.

It is currently either relatively costly or inconvenient for residents to get rid of bulky items. It costs £23.50 for one item to be collected but only £30 for three items, while getting to the Mile Cross recycling centre is only possible with car ownership.

Other councils are conducting similar reviews of the cost of providing community tips, which would make it much easier for people to dispose of their rubbish legally.

Council **RESOLVES** to ask cabinet to:

- 1) ask council officers to investigate the cost and logistics of both introducing “community skips” in key locations across the city as well as kerbside collections. The officers are asked to report back within three months;
- 2) evaluate the current kerbside collection system, especially whether the costs and the service is suitable to the needs of the residents;
- 3) continue to provide information to residents about how to dispose of their waste legally and where possible increase the provision of this information;
- 4) investigate working with partners and other councils to ensure greater enforcement action is taken on those who fly tip in Norwich.

Motion to Council
17 March 2020
Subject Repairs
Proposer Councillor Grahame
Second Councillor Osborn

Item
9(e)

The Mile Cross recycling centre is to be replaced with a new facility near Norwich Airport. Saleable goods will be sold, well-sorted recyclables will be recycled, but there will be some waste going to landfill due to the lack of a repair facility.

Goods which have the potential to be repaired and re-used could end up in landfill. The making and disposal of goods creates greenhouse gas emissions which need to be reduced.

Council **RESOLVES** to:

- 1) ask group leaders to write to Norfolk County Council asking for the new recycling centre to include a facility for cleaning and repairing potentially re-useable goods and explore the training and employment opportunities of investing in such a facility; and
- 2) build on the work that is already being done to lead by example and minimise its own waste by finding re-use outlets for goods and materials no longer required, for example office furniture, IT hardware.

