



CABINET

17:30 to 18:50

12 December 2012

Present: Councillors Arthur (chair), Waters (vice chair), Bremner, Brociek-Coulton, Driver, Gihawi and MacDonald

Also present: Councillor Stephenson

1. APOLOGIES

No apologies were received.

2. PUBLIC QUESTIONS / PETITIONS

No public questions or petitions were received.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MINUTES

RESOLVED to agree the accuracy of the minutes of the meeting held on 14 November 2012.

5. HEALTH AND WELLBEING STRATEGY

Councillor Arthur, leader of the council, introduced the report.

RESOLVED to:-

- a) approve the draft Health and wellbeing strategy produced by NHS Norwich Clinical Commissioning Group and;
- b) continue to support the partnership responses required to implement it.

6. NORWICH CITY COUNCIL APPRENTICESHIP SCHEME

Councillor Arthur, leader of the council, introduced the report.

It was highlighted that the assurance to pay a living wage rate to those taking up an apprenticeship was an excellent commitment from the council.

In response to members' questions, it was explained that whilst managers have been asked to identify suitable apprenticeship opportunities, the current employment landscape makes it difficult to impose quotas to operate the scheme.

The Head of HR and learning added that certain apprenticeship positions may be eligible for all or part of their associated training costs to be covered by government funds.

RESOLVED to:-

- a) approve the use of the new apprenticeship framework, and;
- b) agree that apprenticeship opportunities be identified and established wherever it is practicable and efficient to do so.

7. DEBT COLLECTION POLICY

Councillor Waters, deputy leader of the council, introduced the report.

The Chief executive officer said that bailiffs would only ever be used to resolve debt collections issues as a last resort and that the council took its duty of care very seriously. It was stressed that the approach of the council is to be 'firm but fair'.

The Executive head of business relationship management also emphasised that under and overpayments to customers are also dealt with in a supportive way. Particularly in the case of benefit overpayments, people are given opportunities to pay back in as long a time frame as possible.

RESOLVED to approve the debt collection policy.

8. REVENUE BUDGET MONITORING 2012/13

Councillor Waters, deputy leader of the council, introduced the report.

RESOLVED to:-

- a) note the financial position as at 31 October 2012 and the forecast outturn 2012/13; and
- b) approve budget virements as set out in paragraph 7.

9. ANNUAL REPORT ON CORPORATE RISKS

Councillor Waters, deputy leader of the council, introduced the report.

In reply to a question from Councillor Stephenson, Councillor Waters acknowledged that the nature of the risk register is so specific, that it is difficult to quantify the effects of climate change within the report.

RESOLVED to approve the council's corporate risk register and actions to mitigate the risks.

10. BOWTHORPE – APPROPRIATION OF LAND

Councillor Waters, deputy leader of the council, introduced the report.

RESOLVED:-

- a) in accordance with section 122 of the Local Government Act 1972 that small parcels of land at Threescore Bowthorpe to appropriate for planning purposes as defined in section 226 of the Town and Country Planning Act 1990 as they are no longer required for the housing use for which they are currently held, and;
- b) to ask the deputy chief executive to use delegated powers to deal with all matters incidental to these land transactions.

11. PLANNING – DEVELOPMENT MANAGEMENT SERVICE STANDARDS

Councillor Bremner, portfolio holder for environment and development, introduced the report.

In reply to a member's question, the Planning development manager clarified that there had been some reductions in enquiries since the introduction of charges as applicants may not wish to pay for more speculative proposals. Officers would need to carefully monitor the introduction of new charges to see whether there is a related increase in enforcement work and consider any necessary changes when next reviewed.

RESOLVED to:-

- a) approve the new service standards and discretionary charging as specified in Appendix 1, and;
- b) delegate authority to the deputy chief executive (operations), in consultation with the cabinet member for environment and development, to make further minor changes to the service standards and the incorporation of other relevant information from other published documents prior to publication.

12. PROVISION OF AFFORDABLE HOUSING AT RILEY CLOSE

Councillor MacDonald, portfolio holder for housing, introduced the report.

RESOLVED to:-

- a) approve the construction of three new council dwellings on land at Riley Close subject to planning consent; and
- b) recommend Council to include £390,000 in the 2013/14 housing capital plan and programme.

13. PROVISION OF AFFORDABLE HOUSING AT WILBERFORCE ROAD

Councillor MacDonald, portfolio holder for housing, introduced the report.

RESOLVED to approve the disposal and redevelopment of the former garage site at Wilberforce Road to Cotman housing association, for the development of one shop and 13 flats to be let at an Affordable Rent Tenancy.

14. ADDITIONAL GRANT IN AID AWARDS TO THE VOLUNTARY SECTOR IN 2012-13

Councillor Arthur, leader of the council, introduced the report.

In response to a members' question, the Executive head of communications, customers and culture explained that 'Visit Norwich' uses the grant for core organisational costs and to develop and support links with other organisations.

RESOLVED to approve the additional grant allocations for 2012-13.

15. EXCLUSION OF THE PUBLIC

RESOLVED to exclude the public from the meeting during consideration of the items *16, *17, *18, *19 and *20 below on the grounds contained in the relevant paragraphs of schedule 12A of the Local Government Act 1972 (as amended).

***16. REVIEW OF SHELTERED HOUSING – KEY DECISION (PARAGRAPH 3)**

Councillor MacDonald, portfolio holder for housing, introduced the report.

In response to a members' question, Councillor MacDonald explained that Cotman Housing Association had been selected as partner for the scheme via a clear, open tender process.

RESOLVED to:-

- a) reclassify those sheltered housing schemes highlighted in this report as general needs housing stock over a period of eighteen months to two years;
- b) consult with tenants within the identified schemes as to their preferred choice to either remain living in their current home as part of general needs housing or to relocate to an alternative sheltered housing scheme, including reviewing any support needs;
- c) work with Cotman Housing Association to ensure a smooth transition of housing-related support to identified tenants who to choose to stay in properties no longer designated as sheltered housing, and;
- d) commence work on identifying the alternative use of other low demand sheltered housing schemes, whilst ensuring value for money for the HRA stock and meeting the needs of older people in the city.

***17. AWARD OF EVENT SUPPORT SERVICES FRAMEWORK CONTRACT (PARAGRAPH 3)**

Councillor Waters, deputy leader of the council, introduced the report.

RESOLVED to approve the award of the contract and appointment of the selected suppliers (Appendix A) to the contract framework agreement for a period of four years from 1 April 2013.

***18. MANAGING ASSETS (HOUSING) (PARAGRAPH 3)**

Councillor MacDonald, portfolio holder for housing, introduced the report.

RESOLVED to:-

- a) approve the disposal of one void property detailed in the report;
- b) approve the disposal of an area of housing land as detailed in the report;
- c) approve the capital receipt from disposals to be used for investment in the housing capital programme, and;
- d) delegate authority to the Deputy chief executive (operations) to take all necessary and ancillary steps to achieve the above including the method of disposal.

***19. ICT INFRASTRUCTURE AWARD OF CONTRACT (PARAGRAPH 3)**

Councillor Waters, deputy leader of the council, introduced the report.

RESOLVED to approve the award of the contract as detailed in the report.

***20. PROPERTY ASSET PROPOSAL (PARAGRAPH 3)**

The Head of city development services introduced the report.

In response to a members' question, he explained that as far as refurbishing the offices goes, whilst he is uncertain of the specific costs, exposure will be limited to the value of the reverse premium, plus up to £125, 000.

RESOLVED to:-

- a) delegate authority to the Deputy Chief Executive (Operations) in consultation with the S151 officer and Deputy Leader (portfolio holder for resources), to decide whether to accept the surrender of a lease for the property considered within the report;
- b) subject to the lease being surrendered, approve the use of any settlement for dilapidations for redecoration to be used to fund revenue works on the

premises, either separately or in conjunction with a lease for a new tenant;
and

- c) subject to the lease being surrendered, to approve the funding of capital works required for refurbishment of the premises up to the value of the reverse premium, plus £125,000 from the general fund capital programme, and include this in the 2012/13 capital programme and Capital Plan. The funds to be used either separately or in conjunction with a lease for a new tenant.

CHAIR