

## **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, 19 July 2016**

**19:30**

## **Agenda**

### **Pages**

**1. Lord Mayor's announcements**

**2. Declarations of interest**

(Please note that it is the responsibility of individual  
members to declare an interest prior to the item if they arrive  
late for the meeting)

**3. Questions from the public**

**4. Petitions**

**5. Leader's statement: 'Norwich: after devolution and the  
E.U. referendum'**

**6. Minutes of the meetings held on 22 March, 16 May and 28 June 2016** **5 - 40**

**Purpose** - To agree the minutes of the meetings held on 22  
March, 16 May and 28 June 2016.

**7. Questions to cabinet members / committee chairs**

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

**8. Annual scrutiny review 2015-16 41 - 78**

**Purpose** - To consider the work and progress that has been made by the scrutiny committee for the civic year 2015 – 2016.

**9. Annual audit committee report 2015-16 79 - 88**

**Purpose** - To present of the annual audit committee report 2015-16 to council.

**10. Award of contract for housing development at Goldsmith Street 89 - 98**

**Purpose** - To recommend the release of funding in the capital programme to enable the development of 105 houses at the Goldsmith Street site.

**11. Motion – Hate crime**

Proposed by councillor Lubbock and seconded by councillor Ackroyd:

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

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

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

Council RESOLVES to:

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

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

**12. Motion – European Union referendum**

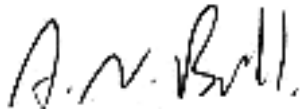
Proposed by councillor Waters and seconded by councillor

Harris:

In the recent referendum, Norwich voted to remain in the European Union, despite the national majority vote in the United Kingdom to leave.

Council RESOLVES to:

1. Agree with the majority of Norwich people who voted in the EU referendum that Norwich will be stronger - economically, politically, and socially - as a partner within the European Union.
2. Request Cabinet write to Norwich Members of Parliament asking they support negotiations which include: full access to the European single market, finance companies to retain their right to trade in Europe, Britain to remain inside the European Investment Bank, keep all existing EU employment rights, the right of all current EU migrants to stay, with no change to their rights (and vice versa).
3. Reaffirm our commitment to honouring and strengthening our existing twinning arrangements.



Anton Bull

Executive head of business relationship management and democracy

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**COUNCIL**

**7.30pm – 9.15pm**

**22 March 2016**

**Present:** Councillor Arthur (Lord Mayor), Beryl Blower (Sheriff), Councillors Ackroyd, Blunt, Bogelein, Bradford, Bremner, Brociek-Coulton, Button, Coleshill, Grahame, Harris, Haynes, Henderson, Herries, Jackson, Jones, Kendrick, Lubbock, Manning, Maxwell, Neale, Packer, Peek, Price, Raby, Ryan, Sands (M), Sands (S), Schmierer, Stonard, Thomas (VA), Thomas (VI), Waters and Wright

**Apologies:** Councillors Carlo, Driver, Howard and Woollard

**1. LORD MAYOR'S ANNOUNCEMENTS**

The Lord Mayor said that she was sure that the thoughts and prayers of the people of Norwich were with the people of Brussels following the recent terrorist bombings.

She said that her last month's engagements had been dominated by children and young people.

She had been privileged to attend an event at the CNS school where a team of radio enthusiasts organised a live link with Tim Peake on the international space station. A number of students were on hand to ask him a range of questions and it was amazing to both hear and see him as he responded.

Other engagements included meeting sea cadets and the outstanding volunteers who supported them as she presented their awards. She has also spent the day at West Earlham Infant and Pre-school where dedicated and committed staff went 'the extra mile' supporting their pupils, many of whom faced significant challenges. Together with the sheriff she had met students from a number of local schools taking part in a rotary technology challenge at the Hewett School. She had also attended a youth project at the Theatre Royal where pupils from Harford Manor joined with pupils from other Norfolk schools to write their own opera set to music by Tchaikovsky. She had entertained young people from the Hall School and their guests from a special needs school in Poland and another in Portugal and would not forget their delight in being in the Lord Mayor's parlour.

Together with the Leader of the Council, she had presented awards to young apprentices who attend City College Norwich. It was so good to hear of their successes and achievements and to see vocational qualifications recognised and acknowledged as being just as important as academic ones.

However, the most bizarre experience this month and maybe for her whole year had been processing into Norwich Cathedral alongside the Dean and the Sheriff following a full sized talking dalek at a service which was held at the end of the science festival.

Other events included planting a tree for the One Planet event; lunch with the Irish Society and dinners with the Welsh Society and the Traffic Club. She also presented a man living at the Norfolk and Norwich Association for the Blind with a gift to celebrate his 100<sup>th</sup> birthday and was pleased that he invited her back to join him in the future at his 110<sup>th</sup> celebrations!

The Lord Mayor said that she understood that Councillors Blunt, Boswell and Howard had indicated that they would be standing down from the council after the May elections. She said that this would also be her last ordinary meeting with the council while she would, of course, be at the annual general meeting. She invited the three group leaders, Councillors Waters, Haynes and Wright to say a few words acknowledging the contribution of the outgoing councillors after which she presented Councillors Blunt and Boswell with a badge in recognition of their service to the city council. Councillor Waters, Leader of the Council, then presented the Lord Mayor with her badge.

## **2. PRESENTATION OF LONG SERVICE AWARD**

The Lord Mayor said that there was a change to the published agenda. The long service award presentation would not be made that evening. It would take place at a later meeting.

## **3. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **4. QUESTIONS FROM THE PUBLIC**

The Lord Mayor said that two questions had been received from the public.

### **Public Question 1**

**Mr Shan Barclay** asked the cabinet member for neighbourhoods and community safety:-

“In view of the fact that this city has a mayor for peace and therefore should promote and nurture peace, can the cabinet member for neighbourhoods and community safety recommend or allow that local peace groups can be able to use the charity stall on the Haymarket?”

**Councillor Bremner** then read out the following answer which had been prepared by Councillor Driver, cabinet member for neighbourhoods and community safety:-

“The lettings policy for the charity stall on Hay Hill was clarified in 2008 as the previous policy had at times, led to some confusion about which groups and organisations could use the stall.

The revised policy states that the charity stall is available for lettings for “charitable purposes” as defined by the Charities Act 2006, with a view to supporting Norfolk based charities. In addition, the objectives of groups wishing to use the charity stall should not conflict with council policy.

For other campaigns, activities and those of a commercial nature which do not fall within the above, groups are directed to make an application to use other council owned spaces where appropriate.”

## **Public Question 2**

**Mr Mark Randall** asked the Leader of the Council:-

“Can the Leader of the Council give his opinion on the east devolution proposal and the risk and opportunities it might offer to Norwich?”

**Councillor Waters**, Leader of the Council, responded:-

Thank you for your timely question Mr Randall.

We live in one of the most highly centralised states in Europe, so the prospect of devolving powers and resources from Whitehall to councils in the East of England, covering Norfolk, Suffolk and Cambridgeshire as part of a proposed ‘combined authority’ is to be taken seriously. After some intense negotiations the headline offer from government is £30 million a year for 30 years and £175 million housing investment fund; together with local control and influence over services including transport budgets and skills. It is conditional upon a fast-track timetable leading to an elected Mayor for the ‘East’ in May 2017.

Some media coverage has given the impression that this is a ‘done deal’. This is not the case. Quoting from the bid document:

*“The agreement sets out the current devolution proposal which it is agreed that leaders will take to each council for full debate and consultation with relevant local stakeholders. This process is to be completed by no later than the end of June”*

*“The Deal Document does not bind the authorities to anything in legal terms and the details of governance of the Combined Authority are as yet to be negotiated and consulted on. It would be premature, given the*

*unknowns and the requirements of the statutory processes, to ask an authority to commit to a Combined Authority at this stage”*

In other words each individual council must make up its own mind about whether it wishes to be part of a combined authority for the East. It also, in my view, indicates that there is more negotiation to be done between now and when this council considers whether it wishes and on what terms it is prepared to be part of a combined authority.

Let me run through some of the issues that I believe need to be addressed in the next few months:

## **Governance**

There has been tremendous pressure by the government and more precisely the Treasury to get councils to accept an elected mayor as a condition of getting a devolution deal for the East. This is a very novel and untested form of governance. When council leaders from Norfolk and Suffolk met up with Lord Heseltine at the end of last year we argued that an elected ‘metro style’ Mayoral model (and I quote) “would not work for our area with its diverse communities, complex internal geographies, varied urban and rural hubs”. We presented a model of a ‘strong chair’ appointed from among the council leaders representing each of the constituent authorities as the most effective way of linking the localism and devolution agendas and providing “a clear link between all our communities and for the Government”.

It is a view shared by the Communities and Local Government Select Committee in its Report: Devolution and the next five years and beyond. The report argues that directly elected mayors are “not an easy fit” for non- metropolitan areas because of scale, geography and economic diversity and all local areas should be allowed to decide whether or not they wish to have an elected mayor and those that don’t be able to propose an equally strong alternative model of governance. Cornwall has signed a devolution deal that does not have an elected mayor.

As part of our consultation process we will highlight the fact that there is an alternative to an elected mayor and seek views on that alternative option.

## **Housing**

The housing situation in the East of England is becoming critical. Not enough homes are being built and this is compounded by the cost of housing both for those renting in the private sector and those unable to afford a mortgage despite various ‘help to buy’ schemes. A mix of different housing tenures including investment in council housing is vital to tackle the affordability crisis and grow the economy. So throughout the negotiations housing has been a key issue -particularly for councils with a retained housing stock (council homes). On a cross party basis but led by Norwich, Cambridge and Ipswich we have argued for a return of control of the Housing Revenue Account– including regulating ‘Right to Buy’, setting rent levels and exclusion from the provisions of the Housing and Planning Bill – e.g. ‘Pay to Stay’



and high value council properties being sold of to subsidize tenants in housing association properties exercising their right to buy.

There has been no significant movement on this. The assault on council housing by this Government continues. In the draft deal the £175 million for housing is earmarked largely for shared ownership homes that are beyond means of many people and will not address housing affordability.

We will continue to work with the other retained housing authorities to put pressure on the Government to make significant concessions on the HRA before we bring what I hope will be a revised deal back to full council.

### **Investment Fund.**

We had asked for £75 million per annum for 30 years (this was for Norfolk and Suffolk before the 'shotgun wedding' with Cambridgeshire). Instead we have been offered £1 billion over 30 years. Sounds a lot but at £30 million a year spread across twenty-three councils it is a very modest sum. When you think that as a result of the 1% cut in council rents announced by the Chancellor last year will lose Norwich £300 million over the life of its 30 year housing investment programme and add the other councils in the East of England with council homes affected by the same rent cut, the £1 billion gained will be more than offset with roughly the same amount lost in housing investment.

### **Double Devolution**

One of the attractions and opportunities that should be provided through devolution is to strengthen the Norwich and Greater Norwich economy: an opportunity to build on our 'City Deal' negotiated in the last Parliament and enhance the significant strengths of Norwich as one of an arc of 'fast growth cities' alongside Cambridge, Milton Keynes, Oxford and Swindon. We need to have devolved to us the resources and powers (not just housing) needed to strengthen our economy on whose success the region depends. We will need to have a guarantee of political sovereignty and the necessary resources and powers 'through double devolution to shape the destiny of the city and sustain high levels of GVA.

### **Capacity issues**

Finally capacity issues: while George Osborne is apparently offering a deal with additional resources and powers he is pulling resources away from all the councils who would form part of a possible future Combined Authority. There is also a considerable degree of uncertainty over the future funding model for local councils to be built on the volatility of business rates income and further deep cuts in local authority funding are set to run to the end of the decade and possibly beyond. In last week's budget the chancellor also announced that local authority schools are to be passed wholesale over to private academy chains. The question also has to be asked as to whether the councils that will constitute the combined authority will have the resources and capacity to deliver what is required of it.

## **Conclusion**

The chancellor is a man in a hurry and he has driven devolution for councils across the East of England to a very tight timetable. This, I think, is a mistake. We must not be rushed into making hasty decisions. In the end, Norwich has to make its own judgment on whether what is on offer is a good deal or not for the city, its communities and stakeholders. We will be carrying out a consultation across the city following the local elections (and before that keeping people informed of developments) and at an appropriate time calling a council meeting to determine whether and on what terms we can agree (or not) to whether we will be part a devolution deal for the East of England.

## **5. PETITIONS**

No petitions had been received.

## **6. MINUTES**

**RESOLVED** to agree the accuracy of the minutes of the meeting held on 23 February 2016.

## **7. QUESTIONS TO CABINET MEMBERS/COMMITTEE CHAIRS**

The Lord Mayor said that 18 questions had been received questions had been received from members of the council to cabinet members at which notice had been given in accordance with the provisions of appendix 1 of the council's constitution.

- |                   |  |
|-------------------|--|
| <b>Question 1</b> | Councillor Button to the cabinet member for fairness and equality on the switch and save scheme.                           |
| <b>Question 2</b> | Councillor Peek to the cabinet member for neighbourhoods and community safety on replacement trees.                        |
| <b>Question 3</b> | Councillor Bradford to the cabinet member for environment and sustainable development on the Britannia Road scheme.        |
| <b>Question 4</b> | Councillor Brociek-Coulton to the cabinet member for environment and sustainable development on One Planet Norwich.        |
| <b>Question 5</b> | Councillor Manning to the cabinet member for housing on pay to stay.   |
| <b>Question 6</b> | Councillor Coleshill to the cabinet member for neighbourhoods and community safety on the Russell Street community centre. |

- Question 7** Councillor Ryan to the cabinet member for resources and income generation on the Rose Lane multi-storey car park.
- Question 8** Councillor Herries to the cabinet member for housing on The Feed – LEAP.
- Question 9** Councillor Sands (M) to the cabinet member for housing on homelessness.
- Question 10** Councillor Lubbock to the cabinet member for environment and sustainable development on One Planet Norwich.
- Question 11** Councillor Neale to the cabinet member for environment and sustainable development on emissions on Castle Meadow.
- Question 12** Councillor Raby to the cabinet member for environment and sustainable development on emissions on Castle Meadow.
- Question 13** Councillor Carlo to the cabinet member for environment and sustainable development on The Avenues pedalway.
- Question 14** Councillor Schmierer to the cabinet member for housing on eviction notices and the right to buy.
- Question 15** Councillor Price to the cabinet member for environment and sustainable development on a community solar farm.
- Question 16** Councillor Jones to the cabinet member for neighbourhoods and community safety on the People's Picnic.
- Question 17** Councillor Bogelein to the leader of the council on Earham Road traffic.
- Question 18** Councillor Howard to the leader of the council on the refugee crisis.

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

## **8. NOMINATIONS FOR LORD MAYOR AND SHERIFF**

Councillor Waters moved and Councillor Haynes seconded that the council receive nominations for Councillor Maxwell to be Lord Mayor and Richard Marks to be Sheriff for the 2016-17 civic year, the formal appointments to be considered at the council's annual general meeting in May 2016 and it was –

**RESOLVED** accordingly (with 28 voting in favour, none against and 4 abstentions).

## 9. APPOINTMENT OF MONITORING OFFICER

Councillor Stonard moved and Councillor Manning seconded, the recommendations in the annexed report.

**RESOLVED**, unanimously, to appoint Rachel Crosbie as the council's monitoring officer.

## 10. MOTION – LOWERING THE VOTING AGE TO 16

Councillor Schmierer moved and Councillor Grahame seconded the motion as set out on the agenda.

**RESOLVED**, unanimously, that –

“16 and 17 year olds are eligible to pay tax but have no say in how it is to be spent through the democratic process at either local or national level.

Researchers at Edinburgh University have found high levels of political engagement among this age group. In the Scottish Independent referendum, which widened the franchise to 16 and 17 year olds, turnout among this age group hit 75%.

In 2013 the British Youth Council made votes at 16 in all public elections its core priority following an election which saw 478,000 11-18 year olds vote.

Council therefore, **RESOLVES**, to write to the government, the leader of the opposition and our local MPs stating that Norwich City Council supports lowering the voting age for local and national elections and to suggest Norwich as a possible pilot area for allowing 16 and 17 year olds to participate in local government elections starting in May 2018.”

## 11. MOTION

Protection of local pharmacies.

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

**RESOLVED**, unanimously, that:-

“The future of chemists in Norwich seems uncertain after the government announced plans to cut funding and change the way prescriptions are dispensed, imposing a 6% reduction in pharmacy funding.

The All Party Pharmacy Group estimates that one in four shops could be forced to close.

Local pharmacists play a valuable role in our community and the Royal Pharmaceutical Society believes planned changes announced by the Department of Health on 17 December 2015 could lead to a significant upheaval for local residents.

Council, therefore, **RESOLVES**, to:-

- (1) support the view that such attacks on the very fabric of our health system give a lie to Prime Minister David Cameron's statement that the NHS is "safe in our hands";
- (2) ask the leader of the council to write to our local MPs asking them to call on the government to shelve these plans and protect this vital and highly valued service".

LORD MAYOR



## **APPENDIX A**

### **Question 1**

#### **Councillor Button asked the cabinet member for fairness and equality:**

The latest round of the council's 'Switch and Save' programme has now finished. Can the cabinet member for fairness and equality comment on the savings achieved yet again from this excellent, practical initiative?

#### **Councillor Thomas, cabinet member for fairness and equality responded:**

Thank you for highlighting this practical and popular scheme that has helped thousands of Norwich citizens save money. Through the power of collective purchasing, we work to secure the lowest energy prices for our registrants, therefore helping to reduce the cost of energy and offset rising energy prices.

The recent seventh round of our successful collective energy switching scheme delivered an average saving of £320 a year per household. The tariffs were market leading with 98% of people making a saving. The 'typical cost' standard tariff is £1,129 a year compared to ours at £764 year. If all 2119 people took up their offer the average saving would be £678,000.

In the last seven tranches overall 15,359 people registered for the Switch and Save. Norwich has repeatedly had the highest national conversion rates, with over 2000 total switchers.

If all homes took up the offered savings a total of at least £2.7 million would be saved on energy bills by Norwich residents.

Norwich City Council always endeavours to engage with fuel poor households to ensure that they are aware of the Switch and Save.

The small fee we receive from the Switch and Save goes back into affordable warmth work. This has been invaluable for vulnerable residents, as it has provided urgent heating for them in the winter

The 8<sup>th</sup> Norwich Switch and Save tranche will be launched on the 22 March and will run until the auction date on the 17 of May.

### **Question 2**

#### **Councillor Peek asked the cabinet member for neighbourhoods and community safety:**

Thanks to the city council, replacement trees have been planted across my ward in Wensum which have been greatly appreciated by many constituents.

Despite the severe limitations on budgets, can the cabinet member for neighbourhoods and community safety give his opinion on the many successes achieved in pushing forward the replacement tree programme and the numbers secured for the city so far?

**Councillor Driver, cabinet member for neighbourhoods and community safety responded:**

Although budget limitations are a constraint on the number of trees that can be planted, work has continued to identify and secure other funding to enable a planting programme much greater than that which would have been possible through the council's tree budget.

In the year last year, across the city, 260 trees were felled for safety reasons and 587 trees were planted. 45 of these have been planted in Wensum Ward replacing 42 trees which were removed in the same period. I am pleased to hear that constituents in Wensum ward have expressed their appreciation for the planting that has taken place.

180 trees were planted as part of the council's tree replacement programme and an additional 407 half standard and 1 year old trees were planted at a number of sites using funds from the Trees for Norwich sponsorship scheme, Community Infrastructure Levy, section 106 funds, external grant funding and through work with friends of groups.

- 13 trees planted through the Trees for Norwich sponsorship scheme
- 99 trees planted using Neighbourhood CIL
- 16 fruit trees planted at Wensum community centre as part of the landscape play/improvements
- 3 trees at Wensum View as part of landscape/play area improvements
- 60 parkland trees in Earlham Park with funds from the Government's higher level stewardship scheme
- 200 whips (first year trees) planted at Eaton Park on the southern boundary of the pitch and putt course through the Big Tree Plan initiative with the involvement of TCV and Friends of Eaton Park.
- 10 black poplars propagated from cuttings by Friends of Earlham cemetery planted at Marston Marsh.
- 6 fruit trees donated for planting at Lea Bridges Park

Looking at the above, I think all members would agree that the council has been successful in pushing forward with the tree replacement programme and in



maximising all resources available to us in helping to maintain the long term tree cover and biodiversity of the city.

### **Question 3**

#### **Councillor Bradford asked the cabinet member for environment and sustainable development:**

For a considerable period, Crome councillors and I have been supporting residents to secure traffic and safety improvements in the Britannia Road area.

Can the cabinet member for environment and sustainable development comment on the significant safety opportunities secured through the recent approval of the NHAC report last week and the importance of positively using Community Infrastructure Levy monies to facilitate changes such as this?

#### **Councillor Bremner, cabinet member for environment and sustainable development responded:**

I am delighted that part of the Neighbourhood Community Infrastructure Levy (CIL) has been prioritised for the benefit of the community in the Britannia Road area. As a result of the decision at NHAC last week, we will now be consulting residents on a scheme that will improve compliance with the existing 20mph limit; help to deal with anti-social driving; better manage the parking on Britannia Road and promote cycling as part of the wider measures in the area.

The package of measures responds to feedback from the community and other stakeholders and includes further traffic calming measures, improved pedestrian facilities and managing on-street parking to reduce the current congestion problems. I am also hopeful that we will also be able to provide some cycle parking for visitors to the Britannia Café and the heath.

I believe the approach taken amply demonstrates the tremendous value of CIL monies in helping to respond to the concerns and needs of local communities.

### **Question 4**

#### **Councillor Brociek-Coulton asked the cabinet member for environment and sustainable development:**

The 'One Planet Norwich' event earlier in the month was a fabulous success and once again highlighted the practical environmental successes being achieved by this Labour city council.

Can the cabinet member for environment and sustainable development give his opinion on the event and also update members on the key successes achieved?

**Councillor Bremner, cabinet member for environment and sustainable development responded:**

The second One Planet Norwich Festival was the most successful yet with 8,300 visitors attending over the weekend, an increase from 6,000 the previous year. The Forum and the millennium plain were filled with new activities and a range of stallholders that engaged the community on more sustainable alternatives to everyday living.

Inside The Forum we had electronic surveys that asked the visitors questions on their experiences at the festival. We use this to learn what went well and how to improve for future activities. One question asked whether they had learnt anything new about sustainable living at the festival, of which a staggering 86% of the respondents answered yes.

Another question gauged where the visitors have travelled from to visit the festival. The majority (67%) came from Norwich but some also came from as far as Cambridge and Suffolk.

The One Planet Norwich Facebook page reached 11,500 people between 7-13 March. The twitter posts reached 47,353 people. We established a post engagement (number of actions on posts, e.g. likes, comments, shares etc.) of 6,343 on Facebook and 825 on Twitter. The festival event also attracted customers to engage with the new council webpages.

The event generated a strong media interest. The event got a lead article in the Evening News, there was a double-page spread about one of the festival's speakers Karen Cannard in the week before in both the EDP and Evening News. Karen was also interviewed on BBC Radio Norfolk and Future Radio. BBC Radio Norfolk did a live broadcast on the morning of the festival with Future Radio also promoting the event in the lead up.

The wide coverage meant we achieved a good local recognition of the One Planet Norwich brand and the existence of the festival, which will help us build for future years' events.

The evidence indicates that the festival has proved to be successful in communicating sustainable activities to the wider community and when asked if both the visitors and stallholders would like to return next year the shared response was yes.

A full report will be given to the sustainable development panel.

## Question 5

### **Councillor Manning asked the cabinet member for housing and wellbeing:**

The government recently announced a partial climb down and delay in the implementation of 'pay to stay' for council tenants, thanks to significant multi-party opposition to this damaging policy.

Can the cabinet member for housing and wellbeing give any indication on the likely numbers of Norwich City Council tenants who would have been affected and could still be if this ghastly policy is implemented in full?

### **Councillor Harris, cabinet member for housing and wellbeing responded:**

The concept of pay to stay was introduced as a voluntary scheme in 2014 whereby social landlords could charge higher rents for social housing households earning over £60K per year. To my knowledge no stock-holding local authority chose to implement this.

The policy was revived as a part in the Housing and Planning Bill 2015, whereby from April 2017 any household living in social housing with an income over £30K (£40k in London) would pay a higher rent based on a market or near market rent for their accommodation. Local authorities would be required to return the extra income to the government. Housing associations can enter the scheme voluntarily and keep the extra income for investment in new social housing.

The government estimated that there are approximately 350,000 tenants with household incomes over £30,000 per annum living in social rented property - including over 40,000 with incomes in excess of £50,000 per year.

Without any detail of how the scheme would be implemented and using current rents and local average income levels, **very rough estimates** indicate that up to 20% of current Norwich tenant households may have been impacted by, on average, in the region of £50 per week. Ironically, one of the potential consequences of the policy was that the increased rent would in many cases lead to an increased level of housing benefit entitlement.

As the measure has passed through Parliament it has faced considerable opposition. The Association of Retained Council Housing (ARCH) has provided full briefings to MPs and Lords as part of this. The government has now published its response to a limited consultation on this issue, to which the council provided evidence. The Government's response states the policy will now reflect the following:

- Pay to stay will be based on an as yet unspecified taper starting at £30k outside of London so that rent increases are applied gradually. Further details to be made available in due course.
- Households in receipt of housing benefit will be exempt from the policy.

- Local authorities will be permitted to retain “a reasonable amount for administrative costs”; the level of which is subject to further discussion.

Issues that remain outstanding are:

- On what area will the basis of the market rent will assessed? Will it be regional or local?
- How will household income information will be supplied / requested?
- What administration will be required to manage the scheme?
- Rent levels will be based on the previous year’s income. If a tenants circumstances change in the ‘current’ year i.e. employment is lost, income will therefore decrease and if the family has no savings how will the tenant fund the increased level of rent?
- Will the amount the council has to pay to Government be based on what is actually collected or what should be collected? For example, if a tenant does not or is unable to pay the full amount does the balance fall to the council to pay? This will mean less money available to the council to spend on homes and services.

## Question 6

### **Councillor Coleshill asked the cabinet member for neighbourhoods and community safety:**

The recent cabinet approval of the ‘*Community asset transfer policy*’ means that where the council has community-used land or buildings it would find financially difficult to keep or maintain, rather than sell or rent these commercially, it can offer them for community ownership or management.

Can the cabinet member for neighbourhood and community safety give his opinion on the expressions of interest so far received for the Russell Street Community Centre?

### **Councillor Driver, cabinet member for neighbourhoods and community safety responded:**

As a result of wide publicity carried out to promote the community asset transfer opportunity of Russell Street Community Centre, eight groups viewed the centre and three groups subsequently submitted expressions of interest.

The expressions of interest have been assessed and the groups were invited to attend an informal interview, so that any questions could be clarified by the group and the council.

Based on this information, one group has been identified as meeting the requirements of the asset transfer policy and has been invited to submit a business plan.

Whilst I am unable to provide details of the name of the organisation concerned at this stage, I was very pleased by the interest shown by voluntary and community organisations in this opportunity and their ideas how the centre could be used to benefit the community.

## **Question 7**

**Councillor Ryan asked the cabinet member for resources and income generation:**

I was greatly impressed by the rapid progress of the new 595-space car park in the Mountergate area on Rose Lane. Can the cabinet member for resources and income generation give his opinions on both the progress achieved so far and the wider opportunities which this development will help facilitate in regenerating this area of the city centre?

**Councillor Stonard, cabinet member for resources and income generation responded:**

Progress in the construction of the new car park has been exceptional - especially given the constraints of its tight city centre location. In just 12 months the project has not only transformed a key gateway to the centre of Norwich, it will also provide a new high quality facility which will increase the council's income generating capacity and act as the catalyst for further regeneration of the wider Mountergate West area. In fact the council's investment in this project has already been an important factor in giving private sector investors the confidence to improve adjacent major office buildings, which in turn will improve opportunities for increased employment within the city.

When the new car park is completed the former car park site will be released for further suitable development which will continue to improve and regenerate the wider area. The car park project has been an excellent example of how the council itself can successfully and appropriately stimulate regeneration.

The new car park is expected to be completed this spring.

## **Question 8**

**Councillor Herries asked the cabinet member for housing and wellbeing:**

Would the cabinet member for housing and wellbeing agree that the latest development of 'The Feed' (a catering enterprise) as part of the LEAP social initiative, once again underlines the innovative and far-reaching approach of the

organisation in tackling both homelessness and the wider issues often connected to it?

**Councillor Harris, cabinet member for housing and wellbeing responded:**

This council, with its focus on preventing homelessness, crisis and reducing inequality, has long recognised the need to take an holistic approach to the issues that affect those facing homelessness within our community.

As a result, LEAP (Learning, Education, and Accommodation Project) was founded in 2008, with one housing adviser as part of the council's housing options team, to empower people who face disadvantage to live a fulfilling life of their choice by supporting each client with their own individual employment, education and accommodation needs.

Since 2008, LEAP has developed significantly, with the council now a partner with St Martins Housing Trust in an expanded service which, over the last 8 years, has empowered hundreds of clients to a better life and a positive future. The LEAP team have become specialists in addressing the needs of homeless and hostel-dwelling clients by providing accessible, individually tailored support to individuals in housing crisis by building their skills through coaching, training and mentoring. In this manner the scheme addresses single homelessness, offending and re-offending, substance misuse and mental ill health, developing a legacy of skills and stability within the individual and the community

With a view to developing a sustainable future, LEAP recently launched 'The Feed', a catering social enterprise based at 'Open' on Bank Plain in the centre of Norwich. 'The Feed' provides a bespoke catering service developed through a social enterprise model offering personal development, meaningful work experience and a way of improving self-confidence for clients who have often found themselves very far away from the job market.

It is important, I think to reflect on what the individual clients who have worked with LEAP and 'The Feed' have gained from the experience. Of the 138 new clients who signed up to work with LEAP in 2015, 45 have gained employment, 26 have moved into their own independent accommodation and 96 have reported that since working with LEAP they have attained the skills to achieve what they want in life.

Both LEAP and 'The Feed' are great examples of the innovation and ambition shown by this council in order to address homelessness and inequality in Norwich through dealing with its causes.

**Question 9**

**Councillor Mike Sands asked the cabinet member for housing and wellbeing:**

It was an emblem of homelessness and poverty that looked like it had gone away, but over the past five years the number of rough sleepers across England has

doubled. There are now an estimated 3,600 people sleeping on the streets nightly in England and the resurgence of this problem has rightly dismayed many.

Can the cabinet member for housing and wellbeing give her opinion on the on-going work and efforts this council takes to assist people facing homelessness and housing difficulty?

**Councillor Harris, cabinet member for housing and wellbeing responded:**

The view in the authority has always been that the best way to deal with homelessness is to prevent it from happening and the council quite rightly, places great emphasis on this approach through the provision of specialist housing advice and assistance to all those facing homelessness or in housing difficulty.

The council's housing options team provides a range of options and advice to these clients, including a homeless prevention fund, a private sector leasing scheme, mediation, legal advice and referrals to supported accommodation. Over the past 12 months, this pro-active approach has directly prevented 600 households from experiencing homelessness and assisted many hundreds more in resolving their own housing issues.

Our approach has been recognised as best practice and a recent peer review of the service, undertaken as part of the DCLG gold standard challenge reinforced this, praising the high quality, accessibility and effectiveness of the housing options service in preventing homelessness in Norwich and the innovative range of options available to clients.

The council is mindful that Norwich, as the urban centre in a large rural county, will always be a magnet for those facing homelessness or rough sleeping in the region. The council recognises this and, again as an example of using innovative approaches has, since 2010 employed a dedicated rough sleeper co-ordinator to work intensively with individual rough sleepers and those at risk of rough-sleeping in the city to find pathways into accommodation and support.

While, statistics show that numbers of rough sleepers nationwide have increased 30% in the last year, by contrast, in Norwich numbers have remained static over the last 12 months, with 13 rough sleepers at the last count. This represents something of a success in the wider context and is testament to our pro-active approach.

While these remain difficult times, with pressure on services and changes to the welfare system continuing to effect vulnerable people, I have confidence that this council's commitment to innovation, work with partners and focus on providing a client centred, outcome focused service will continue to provide the best possible support for people facing homelessness in Norwich.

## Question 10

### **Councillor Lubbock asked the cabinet member for environment and sustainable development:**

Congratulations to the council and officers for another successful 'One Planet Festival'. This year the Lord Mayor planted a tree and councillors were invited to a tour of the stalls and a chance to thank the stallholders for taking part; so an improvement on last year's event with regard to councillors' involvement.

However, I still feel there is more of a role that councillors could play. Please could the cabinet member give assurances that if the event is repeated next year then councillors will have a meaningful role?

### **Councillor Bremner, cabinet member for environment and sustainable development responded:**

I am sure officers will appreciate your kind comments. I know they put a lot of hard work in to making it such a success.

Officers have been developing the One Planet Norwich format to accommodate more member involvement since the first festival in 2015.

As you say, the One Planet Norwich festival involved the Lord Mayor and members from all political parties this year following discussions at the sustainable development panel.

A report will be taken to the next panel which will allow members to discuss any further ideas they may have. However, it is important to note that the festivals principal aim is to make citizens more aware of ways in which they can improve their sustainability. Therefore, we need to ensure that we maximise the space available to deliver this objective.

We would obviously still welcome members who are active in sustainable living community groups such as Norwich in Bloom and CHAIN as these activities are complementary to the objectives of the festival.

**Councillor Lubbock** said that the answer suggesting that councillors would just simply 'take space' was condescending. Councillors did need to engage with the public and such an event was the perfect opportunity to do so. She asked, as a supplementary question, if the cabinet member would agree that it was important for councillors to engage the public and this was an ideal opportunity to do so.

**Councillor Bremner** said his answer was not meant to be condescending and if it was taken in that way then he apologised. He thanked Councillor Lubbock for attending and other councillors who came along. He said that Councillor Lubbock made a good point and he would consider it.



## Question 11

### **Councillor Neale asked the cabinet member for environment and sustainable development:**

The cabinet member for environment and sustainable development recently told Look East that air pollution in Norwich is “Not dangerous [...] but slightly exceeding EU limits.” He also said that “It seems shocking, but the reality is what you feel when you are there, and the reality is there are some small exceedances in Norwich.”

The figures show that nitrogen dioxide emissions at Castle Meadow exceed EU limits by 37.5%, which - by any stretch of the imagination - could not be called ‘small’ or ‘slight’, especially as the EU limits are themselves unambitious and are the absolute minimum acceptable for public health.

Does the cabinet member stand by his claim that consistently illegal levels of air pollution are “not dangerous”?

### **Councillor Bremner, cabinet member for environment and sustainable development responded:**

Firstly, the responsibility for air quality is the responsibility of the city council but it has to work hard with partners to get changes. For example:

- the problems on the streets with nitrogen dioxide is transport-related and the Highway Authority is Norfolk County Council, and has been since 1974, over 40 years ago.
- The buses are privatised and there are a large variety of providers with some coming in from the rural areas using very old buses with equally old, polluting engines.
- The Taxis and Hire Cars are another private source of pollution, as well as the mass of private cars in the City. And it was not that long ago that diesel was seen as better than petrol and some diesel vehicles were badged as Eco Cars!

The city council, working as an agency for the county - and working with our county highway colleagues - has had a very successful programme of taking out the through traffic from the city centre, making fabulous changes to the environment because all through-traffic was contributing was noise, jams and pollution.

Sadly there are some myths and some frank un-truths about air quality in Norwich, but what I do think is happening is that some people are scaremongering, trying to frighten people, maybe even deliberately trying to drive people away from coming to Norwich. So let me repeat from a previous council question; that Norwich city centre does NOT have “a very bad problem with air pollution”.

Although the whole city centre has been declared an air quality management area, it is only at a number of relatively localised places in or adjacent to the city centre where EU limit values for nitrogen dioxide have been exceeded. The highest levels recorded have been at Castle Meadow but they do not even hint at the exceedances of places like London and here there have been great improvements. If progress continues, and we believe it should, we could see the figures below the EU guidance figures.

The next myth that needs to be dispelled is “the pollution is worse than London”. That is so wrong it’s silly, yet something similar was said at ETD Committee at County Hall only this month. A claim was made, stating that some places in Norwich City centre “are worse than London”. Yes, a few places worse than the London average but not worse than London. I love London and love to go there as much as I can but I can only assume people who say that haven’t travelled! The situation is no way as severe as in London, contrary to what has been reported. Exceedances of the annual mean EU limit value are widespread in London and in some locations, for example, the levels of nitrogen dioxide were double that found in Castle Meadow based on the 2013 high figure.

As you can see, the city and county councils believe that air quality is a serious health issue and are committed to addressing and as reported before, the county council has been offered a £416,060 grant by Government under the Clean Bus Technology Fund towards cleaning up exhaust emissions. The money will be used to retro-fit 15 Euro III buses and 9 Euro IV buses which are regularly operated by local bus companies along the street. The anticipated improvement will be to Euro 5/6 standard. When that is done the 24 buses that criss-cross the city and suburbs will be far less polluting and I am certain that the result will be far less nitrogen dioxide and particulates pollution in the City. And as always, that is not the end as there will be need to work on all the other old buses, taxis, hire cars and private vehicles polluting our City.

To cap all that hard work one political party had the effrontery to make false claims in a leaflet, saying that they had achieved it! They claimed that they had won “Cleaner Buses for Norwich”! The leaflet went on to say that the bid followed a request by one of their councillors to the Norwich Highways Agency Committee. They even went on to say that they “have persuaded the city council to request additional resources from the Government for healthy air quality and to work with local bus operators to meet stricter emission standards”. Officers were very angry when they saw this “.... *work of fiction* .....”. Even though they have been asked, the councillors involved still haven’t publically apologised for their work of fantasy.

Councillor Neale has asked about me talking on a local television programme and selected a small part of what was said during the interview and that what was broadcast was only a part of what was said in the interview. So it is important to understand that reporting data using percentages is not recognised for the purpose of the local air quality management regime and that the levels of nitrogen dioxide are not “illegal” in terms of compliance as they are air quality objectives which the government has set to which all local authorities are working towards. The ratified data from Castle Meadow for example, shows that there was a good improvement between 2013 and 2015 for the annual mean nitrogen dioxide level and although the

quality objective has not yet been achieved, the action being taken by the council shows that progress is being made. And I would assume that Councillor Neale and his Green colleagues would praise the officers for the work they have done to make these improvements.

Over the whole of Norwich in 2014, (the 2105 figures have yet to be fully ratified); there were 8 sites where the annual mean objective for Nitrogen Dioxide was exceeded, meaning that the vast majority of the city has air quality compliant with national standards. So do I think that coming into the city is dangerous? No I don't, but there are people who are scaremongering, frightening the vulnerable, possibly trying to stop people coming to enjoy the work, to shop, to involve themselves in the fabulous leisure activities in the city. If I thought it was dangerous I would stop meetings like this in the City centre, put up barriers etc. If it was dangerous how did you get here, how did we all make it here in one piece?

From a dictionary I have got this: **danger, hazard, risk**

**Danger** is the most general word for a possibility of suffering harm or injury (*they were in great danger*). It can also refer to a likely cause of harm or injury (*he is a danger to himself and others*) or, in the plural, to the quality of potentially causing harm ( *the dangers of smoking*). *Danger* can have connotations of excitement (the *Prince has always enjoyed flirting with danger*). **Hazard** is principally used to describe an actual source of danger (*lead pipes are a serious hazard to health*), as well as the dangers inherent in something named (*cuts and grazes are a hazard of life*). It is used in the plural when referring to the dangerous quality of something (*increased official recognition of the hazards of asbestos*). **Risk** denotes a more predictable possibility of harm arising from an action or a situation, or from an action or object that increases the likelihood of harm (*ozone depletion may increase the risk of skin cancer* | *going on holiday without insurance is always a risk*). A risk may often be a danger that someone chooses to incur because it is outweighed by some other consideration (*you're taking a risk by meeting me* / *you're taking a real risk if you vote Green – I put that in specially for Councillor Raby! It has a hint of humour but might fly past*).

**Councillor Neale** said that the cabinet members' view that the city centre did not a higher level of air pollution shows that he is still in denial as the facts are indisputable. He asked, therefore, if the cabinet member would do the honourable thing and resign his position. **Councillor Bremner** said that using words like "illegal" in the context of the question was clearly wrong and anyone using that language should apologise. He would like to hear people recognising and praising how much good work is being done to improve air quality in Norwich.

We do all that we can as a district council as Norfolk County Council was the highway authority. We worked closely with them and the progress taking place to reduce fumes should be welcomed. His answer was clear thank you for the question.

## Question 12

**Councillor Raby asked the cabinet member for environment and sustainable development:**

In an interview on Radio Norfolk on 1 March regarding levels of nitrogen dioxide in the city centre which breach EU emissions limits, the portfolio holder stated, "If we go out of the EU, we won't have to bother with them."

Can the portfolio holder confirm that he advocates leaving the EU as his preferred way of dealing with nitrogen dioxide breaches of EU emission limits in the city centre?

**Councillor Bremner, cabinet member for environment and sustainable development responded:**

No. But I do have a sense of humour. As you have taken a small item from what was said and that wasn't the full transcript, if you listened to it all, there were more giggles but that part you quoted was a dig at those sad people who think anything coming from the EU is bad! Did you not understand that? How sad. As that is a clear answer to your closed question I can assume that there will be no supplementary.

**Councillor Raby** said that emission levels were not a joking matter and asked, as a supplementary question, if the cabinet member recognised that he was bringing the council into disrepute and should resign. **Councillor Bremner** said no.

## Question 13

**Councillor Carlo asked the cabinet member for environment and sustainable development:**

A report to Norwich Highways Agency Committee (NHAC) on 23 July 2015 stated that the cycle track along the verges in The Avenues between Colman Road and Bluebell Road would have to be revised due to cost and the impact on trees.

The NHAC report also stated that the detailed design for verge works and parking areas was being revised to take account of the cycle track across the verges not going ahead and that they would be implemented as a second phase. No further report about such revisions came to NHAC, nor was further consultation undertaken. Instead, expensive and even bigger parking bays were installed and white lines painted on the road for accommodating two-way cycling and two-way traffic flows.

The substantial sums spent on parking measures along The Avenues could have funded other measures along the pink pedalway which were dropped or scaled down due to funds running out.

Does the portfolio holder think it appropriate that a considerable sum of money was spent on what is effectively a parking and traffic-calming scheme along The Avenues rather than a proper cycling scheme?

**Councillor Bremner, cabinet member for environment and sustainable development responded:**

All this was answered at a very interesting and effective Scrutiny Committee last Thursday. Did Councillor Carlo miss it? If she had attended she would have saved herself the bother of this question for the officers and others.

The Avenues is most definitely not a parking and traffic calming scheme alone as it is about safety. The biggest proportion of the budget was used at the traffic signalled junction with Colman Road. Before we started work the junction saw **the most accidents involving cyclists of any junction in the city**. The re-phasing of the signals and the early release for cyclists should greatly improve the safety of cyclists at this point. We will need at least three years of monitoring before we can say for certain whether we have achieved this, but I am pleased to say that since the works have been completed there has been no recorded injury accident at the junction that involved a cyclist, or indeed anywhere along The Avenues.

I would also point out that we have also addressed the cycle safety problem at the George Borrow Road junction with The Avenues, **another accident cluster site for cyclists**. The implemented scheme had the same number of parking spaces in it as the agreed scheme and the traffic calming provision was the same. But the sinusoidal cycle friendly humps are really effective in bringing the traffic speeds down to 20mph or less - especially the buses, taxis and hire cars, meaning that the road is far safer for everyone.

Do you not know the benefits of 20mph? I am certain other members of the Green party know! And don't forget the extension of 20mph into all the residential roads between Earham Road and North Park Avenue and Jessop Road; a benefit the residents of your Nelson ward have had for over 10 years.

Given that the only difference between the approved scheme and the implemented scheme was that the cycle lane was advisory rather than stepped, the traffic regulation orders all remained valid and there was no need to report back to the Highways Agency Committee.

With regard to the lack of consultation on the amended option, I would remind councillor Carlo that advisory cycle lanes with traffic calming was one of the three options that we originally consulted on in May 2014 and at the time it was the most popular. Looking back at the consultation, 25% wanted a full closure on The Avenues, 23% wanted a bus gate and 44% wanted the advisory cycle lane option (the other 8% did not express a preference).

Are you one of the Greens who believes that The Avenues between Colman Road should be closed to traffic for 100% of the time, 24/7, for peak time pressures of 300 hours in a year? That 100% for 3.4% I am certain you would agree that that would be stupid. At the time, officers believed that there was a better solution than the advisory cycle lanes which is why the hybrid lane idea was progressed. Unfortunately this proved not to be the case.

I would also like to bring to everyone's attention the pedalways area of our website, which includes a set of images which highlight the fantastic improvements that have been made using the first round of cycle ambition funding and I am sure that with the additional £8.4M that we have secured for the blue and yellow pedalways will deliver equally as good, if not better, benefits. But I assume that is of no interest to you as it doesn't touch your ward. And as usual, you don't seem to see all the work from the hospital in South Norfolk through to Sprowston in Broadland - and do not seem able to praise all that fantastic work creating an even greener Norwich.

Perhaps you could show us your evidence for 80% of trees gone from College Road, or apologise to the relevant officers for the utter fantasy in Green leaflets in your name about the £416,060 grant by Government under the Clean Bus Technology Fund towards cleaning up exhaust emissions.

#### **Question 14**

##### **Councillor Schmierer asked the cabinet member for housing and wellbeing:**

Can the cabinet member guarantee that no tenant who has been served an eviction notice for antisocial behaviour will be able to purchase that particular property from the council?

##### **Councillor Harris, cabinet member for housing and wellbeing responded:**

Under the right to buy legislation, any tenancy which is subject to an order of the court seeking possession is not eligible for purchase while the order remains in place.

Where possible, the council seeks to address breaches of tenancy without formal action, but in situations where efforts at resolving issues informally have been unsuccessful - or the breach is very serious - a Notice of Seeking Possession (NSP) can be served.

In many cases the notice itself will encourage an improvement in behaviour, and under these circumstances a tenant's right to buy is not affected and they remain eligible to purchase.

If the NSP does not have the desired effect and the tenancy breaches continue without improvement, the council can apply to the court for a Possession Order. If an order is granted, the tenant's right to buy is removed. Eviction could then follow if behaviour does not improve.

In reply to a supplementary question from **Councillor Schmierer, Councillor Harris** said the council followed the process as set down in legislation. She emphasised that many people had complex needs and the council did everything they could to help them. She said that if Councillor Schmierer was basing his question on a specific case and he wanted to discuss it she would be happy to do so.

## **Question 15**

### **Councillor Price asked the cabinet member for environment and sustainable development:**

Following a suggestion by Green Party county councillors in 2012, Norfolk is now generating 50Mw of solar energy at the former RAF Coltishall site – enough to power about 15,000 homes. Other towns and cities are also making progress on solar: notably Swindon, where members of the public can now invest alongside the council in a 5MW community solar farm. This is something that I consider well worth replicating here in Norwich.

Does the cabinet member agree that the council should explore this possibility to help meet our future energy needs in a sustainable way?

### **Councillor Bremner, cabinet member for environment and sustainable development responded:**

It was good news to see this 33 MW project completed in time before the massive cuts to renewable energy subsidies this year. The project shows the determination of a number of key partners to commercialise this project into reality.

Regretfully the scheme had to be delivered by an outside developer in the end but the scale of the project, the issues with costly grid connection upgrades and the FIT tariff changes made the programme very risky.

You may not be aware that Norwich City Council with 50 other councils made pledges to eradicate carbon emissions in their areas by 2050. This would cut the UK's carbon footprint by 10%.

The pledge says: "We have the ambition of making all our towns and cities across the UK 100% clean before 2050, in line with the commitments made nationally and internationally at the Paris climate change summit".

"We hope other towns and cities across the globe will join us to demonstrate that this transition will happen through acts of leadership by the many, not the few, and that a transition to a clean energy future is both viable and already beginning to happen in many towns and cities today. Our UK towns and cities are committed to making a better future for all."

Clearly, finding solutions for financing clean energy and energy efficiency schemes is going to be critical to making progress, particularly given the Chancellor's cuts to many of the national programmes in this area.

With this in mind our officers will continue to work with representatives who can access European funding for projects and work with finance institutions such as the European Investment Bank, UK's Green Investment Bank (GIB), pension funds or private businesses to commercialise ideas into reality.

Norwich has and will continue to show innovation in developing renewable energy projects. Only last year we assisted 1.5 million kWh of solar (7,000 PV panels) in Norfolk via Solar together. The UK's first ever council lead collective purchasing scheme for Solar PV.

In regards to replicating a community solar farm, it may be worth asking a non-urban authority as regrettably there is little land available for such programmes with the city.

We hope to continue our roof-top schemes as and when funding becomes available.

**Councillor Price** asked, as a supplementary question, if the cabinet member would do everything he can to support the utilities site being used for this purpose.

**Councillor Bremner** said that this might be a good use for that site. However, the council was not in a position to commit to provide land. However, he appreciated the points made.

## **Question 16**

**Councillor Jones asked the cabinet member for neighbourhoods and community safety:**

Can the cabinet member for communities assure me that the People's Picnic - which provides food to the homeless and hungry of the city - will be supported and not closed down?

**Councillor Driver, cabinet member for neighbourhoods and community safety responded:**

The council is supportive of the work undertaken by the People's Picnic and other similar initiatives in the city.

The council's food safety team is currently working with the associates of the People's Picnic to ensure that their food businesses are registered and the food provided complies with the requirements of the food safety legislation thereby ensuring the public safety of those attending the event.

## **Question 17**

**Councillor Bögelein asked the leader of the council:**

Last year, residents from the section of Earlham Road, between the police station and Five Ways, held a number of meetings with council employees, local councillors and their local MP. They aimed to again explore ways to improve the traffic situation.

This is a long-running issue which has worsened through multiple developments in the city, to the point where houses are shaking, causing sleeping difficulties for residents.



On 2 December, I sent a message to the leader of the council on behalf of residents asking for leadership on the issue and requesting a meeting with the leader so he could understand their position. As of today, no response has been received. Could the leader of the council please provide a response to our email?

**Councillor Waters, leader of the council's responded:**

Firstly I would like to apologise for not responding to Councillor Bogelein's email. It was a simple oversight for which I am sorry to both her and her constituents.

I am aware that the residents of the section of Earlham Road between Fiveways and the Outer Ring Road have raised concerns about the volume and speed of traffic using this section over many years; in particular, issues about heavy goods vehicles. Since these concerns were first raised improvements have been made including the provision of a signalled crossing and three pedestrian refuges which have had a speed reducing affect.

Officers have shared with me the report that was produced about traffic volumes ahead of your meeting with them last summer and the follow up report looking at the actions that came from the meeting. I believe that they have carried out a very thorough assessment of the situation. It is interesting to see that the traffic volumes have fallen marginally in recent years and that the proportion of HGVs is less than would be expected on a B class road, which is what Earlham Road, is.

From what I have seen officers have spent considerable effort in assimilating factual data about the traffic situation in Earlham Road. As officers they have a duty to look at issues on a city wide basis. As the facts show that the traffic situation is no worse, and in fact better, on Earlham Road than on other comparable roads it would seem remiss to promote improvements at this location over other areas with greater need. I appreciate that this will disappoint residents but I hope they will understand the need to ensure that our very scarce resources are used as wisely as possible.

**Question 18**

**Councillor Howard asked the leader of the council:**

Over one hundred people recently attended a meeting addressing the county's response (or lack thereof) to the refugee crisis. In an email sent to the meeting's organisers, the leader of the city council seemed to feel that the negotiation process was being delayed by central government and the lead authority.

Given that other counties are now well ahead of us in welcoming those fleeing Syria, what more does the leader feel he can do to ensure the pledges this council agreed back in September are kept?

**Councillor Waters, leader of the council responded:**

As the housing authority, we remain absolutely committed to our pledge to receive the 50 Syrian refugees once the negotiations between the county council (as the

lead authority) and the home office are successfully completed. This is consistent with our motion to council on this subject last year.

**Councillor Waters** said that several members of the public had given up their time to demonstrate outside City Hall and to speak to councillors arriving for tonight's meeting regarding the refugee crisis. He therefore moved, and Councillor Bremner seconded, that the council's procedure rule that only allows a supplementary question to be asked if the councillor asking the question is in attendance, be suspended to allow the Green Group to submit a supplementary question.

**RESOLVED** accordingly, unanimously.

**Councillor Grahame** thanked the leader of the council for allowing a supplementary question to be asked. She asked, as a supplementary question, if the leader of the council would be willing to pass on members concerns at the lack of progress being made by Norfolk County Council to support refugees when he next met with County Councillor Nobbs, the Leader of Norfolk County Council. **Councillor Waters** said that he would be meeting with County Councillor Nobbs the following day and would be happy to raise the concerns of city councillors. He emphasised that the government needed to take its responsibilities seriously. There was a serious shortage of housing which affected the ability of local councils to support refugees. Central government needed to "step up". In the meantime, the city council would do all that it could and he was happy to commit to keep members informed of any progress.



## **COUNCIL - ANNUAL MEETING**

**3.30 pm - 4.50 pm**

**24 May 2016**

Present: Councillor Maxwell (Lord Mayor following election), Richard Marks (Sheriff, following election), Councillors Ackroyd, Bradford, Bremner, Bogelein, Brociek-Coulton, Button. Carlo, Coleshill, Davis, Driver, Fullman, Grahame, Haynes, Harris, Herries, Jackson, Jones (B), Jones (T), Kendrick, Lubbock, Manning, Maguire, Malik, Packer, Peek, Price, Raby, Ryan, Sands (M), Sands (S), Schmierer, Stonard, Thomas (Va), Thomas (Vi), Waters, Woollard and Wright

Apologies: Councillor Henderson

### **1. LORD MAYOR'S ANNOUNCEMENTS**

The Lord Mayor (Brenda Arthur) updated the council on some of her engagements since the last meeting.

### **2. ELECTION OF LORD MAYOR**

Councillor Harris moved and Councillor Wright seconded and it was –

**RESOLVED**, unanimously, to elect Councillor Maxwell to the office of Lord Mayor of Norwich for the new civic year.

Councillor Maxwell then made and signed the declaration of acceptance of office and acknowledged the honour conferred on her.

(The Lord Mayor (Councillor Maxwell) in the chair)

### **3. APPOINTMENT OF SHERIFF**

Councillor Waters moved and Councillor Schmierer seconded and it was –

**RESOLVED**, unanimously, to elect Richard Marks to the office of Sheriff of Norwich for the new civic year.

Richard Marks then made and signed the declaration of acceptance of office and acknowledged the honour conferred on him.

Jane Anderson was named as his under- sheriff.

#### **4. VOTE OF THANKS TO THE OUTGOING LORD MAYOR AND THE OUTGOING SHERIFF**

Councillor Stonard moved and Councillor Schmierer seconded and it was –

**RESOLVED**, unanimously, to express the council's appreciation of the valuable service rendered to the city by –

- (1) Brenda Arthur as Lord Mayor and Brian Horner as Lord Mayor's consort during the past year and, on behalf of the citizens of Norwich, records its warmest thanks;
- (2) Beryl Blower as Sheriff and Roy Blower as Sheriff's consort during the past year and, on behalf of the citizens of Norwich, records its warmest thanks.

The outgoing Lord Mayor and Sheriff then returned thanks.

#### **5. ELECTION OF DEPUTY LORD MAYOR**

Councillor Kendrick moved and Councillor Ackroyd seconded and it was -

**RESOLVED**, unanimously, to elect Councillor Wright as Deputy Lord Mayor for the purpose of chairing council meetings in the absence of the Lord Mayor, given that the Sheriff is not a member of the council.

#### **6. ELECTION OF LEADER OF THE COUNCIL**

Councillor Harris moved and Councillor Woollard seconded and it was -

**RESOLVED**, with 29 voting in favour, none against and 9 abstentions to elect Councillor Waters as the Leader of the Council.

#### **7. LEADER OF THE COUNCIL'S CABINET APPOINTMENTS**

**RESOLVED** to note, having been elected as Leader of the Council, Councillor Waters' cabinet appointments as follows:-

Councillor Harris, Deputy leader and cabinet member for council housing  
Councillor Bremner, Cabinet member for environment and sustainable development  
Councillor Kendrick, Cabinet member for neighbourhoods and community safety  
Councillor Ryan, Cabinet member for customer care and leisure  
Councillor Stonard, Cabinet member for resources and business liaison  
Councillor Thomas (Va), Cabinet member for fairness and equality

#### **8. APPOINTMENT OF HONORARY RECORDER**

Councillor Ryan moved and Councillor Bogelein seconded and it was -

**RESOLVED**, unanimously, to appoint Robert Charles Stephen Holt as the Honorary recorder for the new civic year.

**9. APPOINTMENT OF COMMITTEES, JOINT COMMITTEES AND OTHER WORKING PARTIES/PANELS AND SCHEDULE OF MEETINGS FOR 16/17**

Councillor Waters moved and Councillor Thomas (Va) seconded that council:

- (a) elects :-
  - (i) Councillor Wright to the chair of the scrutiny committee and
  - (ii) Councillor Price to the chair of the audit committee for the new civic year;
- (b) elects Councillor Button to the chair of the licensing committee and Councillor Herries to the chair of the planning applications committee and that the number of places on these committees, which are not set out in the constitution, for the new civic year, be determined as follows:-

Licensing committee	13
Planning applications committee	12
- (c) elects Councillor Bremner to the vice-chair of the Norwich Highways Agency committee for the new civic year;
- (d) approves the schedule of ordinary meetings of the council, and notes the schedule for main committees for the new civic year (in accordance with appendix B);
- (e) delegates to the executive head of strategy, people and democracy, head of law and governance, in consultation with the leaders of the political groups, the appointment of members in accordance with the political balance rules to committees, joint committees and other working parties/panels of the council;
- (f) delegates to the executive head of strategy, people and democracy, in consultation with the leaders of the political groups, the appointments to outside organisations.

Councillor Grahame moved and Councillor Schmierer seconded that:

“Item 9 (a) be amended to elect Councillor Bogelein as chair of the scrutiny committee”

On being put to the vote and with 9 voting in favour, 29 against and no abstentions, the amendment was declared lost.

The Lord Mayor then put the substantive motion to the vote and it was -

**RESOLVED:-**

- (1) with 28 voting in favour, 9 against and no abstentions, to elect: Councillor Wright as chair of the scrutiny committee for the new civic year

(2) unanimously, to :-,

- (a) elect Councillor Price as the chair of the audit committee for the new civic year;
- (b) elect Councillor Button to the chair of the licensing committee and Councillor Herries to the chair of the planning applications committee and that the number of places on these committees, which are not set out in the constitution, for the new civic year, be determined as follows:-

Licensing committee	13
Planning applications committee	12

- (c) elect Councillor Bremner to the vice-chair of the Norwich highways agency committee for the new civic year;
- (d) approve the schedule of ordinary meetings of the council, and notes the schedule for main committees for the new civic year (in accordance with appendix B);
- (e) delegate to the executive head of strategy, people and democracy, head of law and governance, in consultation with the leaders of the political groups , the appointment of members in accordance with the political balance rules to committees, joint committees and other working parties/panels of the council;
- (f) delegate to the executive head of strategy, people and democracy, in consultation with the leaders of the political groups , the appointments to outside organisations.

LORD MAYOR



**MINUTES**

**COUNCIL (EXTRAORDINARY MEETING)**

**19:30 to 20:30**

**28 June 2016**

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

Apologies: Councillors Bremner, Bogelein, Coleshill, Haynes and Jones (T),

**1. LORD MAYOR'S ANNOUNCEMENTS**

The Lord Mayor led a minute's silence in memory of Jo Cox, Member of Parliament for Batley and Spen.

**2. DECLARATIONS OF INTEREST**

(There were no declarations of interest).

**3. THE DEVOLUTION OF POWERS AND RESOURCES TO EAST ANGLIA**

Councillor Waters moved and Councillor Harris seconded that council considers the right decision for cabinet was (b) as set out in the recommendations contained in the report.

**RESOLVED**, unanimously, that the right decision for cabinet is not to continue to support the process leading to the establishment of an elected mayor and combined authority for the East Anglian region.

LORD MAYOR





**Report to** Council  
19 July 2016  
**Report of** Strategy manager  
**Subject** Annual scrutiny review 2015-16

---

**Item**

**8**

### **Purpose**

To consider the work and progress that has been made by the scrutiny committee for the civic year 2015 – 2016.

### **Recommendation**

To receive the annual review of the scrutiny committee 2015-16.

### **Corporate and service 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 Waters - Leader

### **Contact officers**

Phil Shreeve, strategy manager

01603 212356

### **Background documents**

None



# Report

## 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. At the 17 March 2016 meeting of the scrutiny committee the annual review of scrutiny report (attached at appendix A) was agreed for submission to the council for adoption.
3. 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.
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.
5. Members are asked to note that an update report on progress regarding outstanding points on the scrutiny tracker is being prepared by officers and will be circulated to the scrutiny committee on completion.

## 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

<b>Committee:</b>	Council
<b>Committee date:</b>	19 July 2016
<b>Head of service:</b>	Strategy manager
<b>Report subject:</b>	Annual review of the scrutiny committee 2015-16
<b>Date assessed:</b>	July 2016
<b>Description:</b>	To consider work and progress that has been made by the scrutiny committee for the civic year 2015-16.

	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"/>	
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	

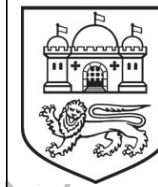




## Annual review of the scrutiny committee 2015 - 2016

Introduction by **James Wright, the chair of the scrutiny committee**

*This annual review of the scrutiny committee is aimed at assessing the effectiveness of the work done by the scrutiny committee at Norwich City Council for the civic year 2015 – 2016.*



**NORWICH**  
City Council

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.

Unfortunately, there have been a number of areas that members of the committee would like to have looked at, but due to pressures of time it has not been possible to address these. It is hoped to include these when the work programme for the next civic year is discussed.

In July the committee undertook a piece of work looking at the impact of the rise in benefit sanctions. The committee was addressed by representatives of St Martins Housing Trust, Equal Lives, MAP and the DWP.

Much of the discussion was around the sanctions for young people, with those in the 18-24 age bracket having a higher rate of sanctions. In total 12 recommendations were made, including looked at the way communication with young people is carried out and the clarity of letters sent.

I would like to see a follow-up piece of work during the next year in order to gauge the effectiveness of the scrutiny in this matter.

At the time of writing, the committee is yet to conduct its highest profile piece of work this year – an inquiry in the Pedalways project. This forward will be amended to reflect this work before being presented to full council.

We are also pleased to see that members of the public are engaging through the scrutiny process in the form of questions.

I would like to continue to see the work programme for next year in part informed by public request, and to that end would encourage members of the public to suggest topics for scrutiny ahead of our work setting meeting early in the next civic year, and would also encourage councillors who are not on the scrutiny committee to help feed into our process.

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

**Councillor James Wright – Chair of the scrutiny committee**

## 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

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- 7 Neighbourhood Model Review – Task and finish group progress** (page 22)
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- 10 Public involvement and getting in touch with scrutiny** (page 29)
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## **The membership of the scrutiny committee 2015 – 2016**

### **Councillors:**

Wright (Chair)  
Maxwell (Vice-Chair)

Bogelein  
Coleshill  
Grahame  
Haynes  
Manning  
Packer  
Peek  
Raby  
Ryan  
Sands (S)  
Schmierer

**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.

## 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.

The Centre for Public Scrutiny ([www.cfps.org.uk](http://www.cfps.org.uk)) has produced a guide to effective public scrutiny, which provides **4 Principles of Effective Scrutiny**:

Annual review page 6

### **Critical friendship to decision-makers**

### **Engaging the public and enabling the voice of the public and communities to be heard in the process**

### **Owning the process and work programme with non-cabinet members driving the scrutiny process**

### **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.

## The scrutiny year

### Setting the work for the year – work programme

At the July 2015 meeting of the scrutiny committee, members agreed the work programme that is covered by this review. The outcomes are detailed in this report and the table; **the work of the scrutiny committee and outcomes for 2015 – 2016.**

This can be found on page 9 of this annual review and provides an overview of the work carried out by the scrutiny committee over the last 12 month period. From looking at this, it is apparent that scrutiny investigation can not only produce outcomes in terms of feeding into the decisions that are made but that it can also play a valuable role in informing and developing knowledge for members.

Performance monitoring reports are an agenda item every six months, with members continuing to receive performance data every quarter for overview purposes.

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

[https://cmis.city.norwich.gov.uk/cmis\\_live/Committees/tabid/62/ctl/ViewCMIS\\_CommitteeDetails/mid/381/id/4/Default.aspx](https://cmis.city.norwich.gov.uk/cmis_live/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/4/Default.aspx)

(The scrutiny committee will be setting its new work programme for 2016 – 2017 in June shortly after the local elections and annual meeting of the council are held)

### Training

Early in the scrutiny year members new to scrutiny were offered an introduction to scrutiny committee. This one-off training induction was mainly to educate the new committee members on the processes of scrutiny.

Based upon previous training and in support of the desire to work together a working style has been produced that supports effective scrutiny and provides a protocol for all those attending a scrutiny meeting. The members of the scrutiny committee also 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.



## The work of the scrutiny committee and outcomes for 2015 – 2016

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
11 June 2015	<b>Verge and pavement issues</b>	Andy Watt	For the scrutiny committee members to receive an update on progress regarding verge and pavement issues raised at earlier meetings.	Members received an email update from the head of city development services on 12 June reporting on the current position.  The scrutiny committee will also be pre scrutinising a report that will cover the review of verge and pavement issues at the 25 February 2016 meeting. Item taken on that date
11 June 2015	<b>Best practice in tackling transphobic hate crimes</b>	Bob Cronk	For the head of neighbourhood services to provide an update and information as an email briefing to the scrutiny committee	Members can find an update on e-councillor under the e-bulletin section
11 June 2015	<b>The council's consultation process</b>	Nikki Rotsos	For a briefing paper to be circulated, for scrutiny members to gain an overview and understanding of the council's current work in this area.	Ongoing
11 June 2015	<b>The communications approach of the scrutiny committee</b>	Chair of scrutiny and Nikki Rotsos	To make this an ongoing piece of work with a view to make suggestions on how members advertise and publicise their work.	A discussion was had with a committee member who had raised this and some information fed back to the January 2016 meeting

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
6 July 2015	<b>Self-esteem and aspirations task and finish group; annual update</b>	Bob Cronk	Future updates on the progress being made with the work programme, as a result of the self-esteem and aspirations task and finish group.	Much of this work has been built into the review of the neighbourhood model.
6 July 2015	<b>Quarter 4 performance monitoring (14/15)</b>	Tracy John and Chris Haystead	HCH5 states that our target is to prevent 50% of people who contact us to become homeless: Could it be clarified why this target is so low?	We needed to factor in the challenging environment for homelessness and prevention. While current performance is good, we are working at our optimum within existing resources. As such, shifting external factors (further welfare reform, effect of cuts to services by partner organisations etc) will potentially limit our effectiveness and performance. Therefore, the 50% target is both realistic and challenging. In addition, this would be very good performance compared to most local authorities.

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
6 July 2015	<b>Quarter 4 performance monitoring (14/15)</b>	Chris Haystead	HCH8 the target has reduced from 87% to 77% why is that? Has satisfaction with the housing service gone down?	Satisfaction with the housing service has actually improved considerably. It has increased by over 11% between our survey in 2013 and the one carried out this year, taking overall satisfaction to 81%. This puts us the 3rd best in the country in terms of large local authority landlords. However, the previous target of 87% was unrealistic and we need to ensure targets strike the right balance between being realistic and challenging. As you will be aware, targets are then reviewed each year.
		Russell O'Keefe	VFM3 – the target has reduced why is that?	As set out above we need, to ensure targets strike the right balance between being realistic and challenging and 85% had gone beyond challenging to unrealistic.
		Anton Bull	VFM6: how has this measure been revised?	This is a composite of the 4 main elements of council income collected - council tax, NNDR, housing rent and sundry income. Prior to 2012 we had “in-year” collection targets for council tax and NNDR of 96.5% and 98.2%. In measuring the “% of income owed to the council collected” for the 2012-15 corporate plan the amount of council tax



Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
17 Sept 2015	<b>Review of cooperative innovations and solutions, and suggestions for how Norwich might benefit</b>	Phil Shreeve	<p>The current offer (both supported by and being offered independent of the council) for new co-operative business start-up and Support</p> <p>Officers to consider supporting an event to facilitate flow of information of advice to support new and existing co-operative business models</p> <p>To make members aware of national or regional evidence on the impact of co-operative models on supporting local economies.</p> <p>(Recommend to cabinet) that the LEP be approached to support use of development funds to support cooperative within the Norwich economy</p>	Much of the work relating to this item will be picked up by the Chair in conjunction with other members as appropriate and may form the basis of additional activity in the new civic year – see the item in October 2015

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
15 October 2015	<b>Scrutiny Work Programme 2015 -2016</b>	Phil Shreeve and James Wright	Interest was expressed in setting up a task and finish group to examine creative ways to develop income streams for the city council (it was stressed this would be member-led)	This was dropped at the scrutiny meeting 12/11/2015 following difficulties in securing enough members to create a full task and finish group – it was agreed that the chair and councillor Bogelein may wish to consider carrying out some work in this area themselves
		James Wright	Discussion of income generation led to the suggestion of involving cooperatives in this work. Idea to hold a half-day seminar for senior staff and officers to provide clarification around the way in which they work	Ongoing work by chair
	<b>Assessment of the corporate plan against programme of new government</b>	Phil Shreeve	<p>Invite constituents of Norwich to attend a future meeting of the scrutiny committee to explain the impact of on their lives of the changes to housing funding</p> <p>Convene a briefing session (after the Spring 2016 budget) for all councillors regarding the issue of housing funding cuts</p>	This needs to be scoped with the Head of Housing once more detail about the financial and regulatory frameworks become known over coming months

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
15 October 2015	<b>Draft new blueprint and transformation programme</b>	Phil Shreeve	A member suggested that it was important to engage the public to reach possible solutions in relation to the transformation programme. It was felt vital to encourage participation in public consultation and it was also suggested that the scrutiny committee have a view of the consultation document prior to its release. Resolved to ask the communications team to publish articles in citizen magazine which highlight and explain the many tough choices the council faces in light of continued cuts.	Member of communications team attended scrutiny committee meeting 28/01/2016
12 November 2015	<b>Scrutiny Committee Work Programme</b>	Phil Shreeve	<p>Invite a member of the communications team to the meeting of the Scrutiny Committee to be held on 28 January 2016</p> <p>Circulate work carried out so far pertaining to educational equalities</p>	Member of communications team attending scrutiny committee meeting 28/01/2016

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
12 November 2015	<b>Community Space Review</b>	Bob Cronk	It was agreed a website containing a centralised tool for room bookings across all community centres would be worthwhile	Ongoing
17 December 2015	<b>*Transformation Update</b>		Discuss with the communications team about publishing the changes to the Housing and Planning Bill	Ongoing
		Lee Robson	Provide information on annual turnover/vacancy rates as well as estimated pay to stay impacts and a copy of our submissions to Housing and Planning consultations	From April 2015 to February 2016 97 sheltered homes have been relet and 733 general needs In regard to pay to stay impacts 'We are keeping this policy under review as the Housing and Planning Bill makes its way through parliament. At this stage we cannot be sure how many tenants would be affected.' A copy of the submission to the Housing and Planning consultations can be found under the e-bulletin section on e-councillor



Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
17 December 2015	<b>Quarterly Performance Report</b>	Phil Shreeve	Ask the strategy manager to liaise with the relevant portfolio holder and head of service to investigate whether an alternative measure for HCH3 (the number of empty homes brought back into use) could be introduced that the council had more active control over	Officers have begun to look at possible options around HCH3 and how different measures could be reported and what that told us about performance. However given uncertainties about future finance and the possible need to revisit the Corporate Plan after the national budget in Spring this would be considered along with a wider discussion on targets and priorities (see item 4 on the Council agenda for 23 Feb 2016)
17 December 2015	<b>Quarter 2 performance monitoring (2015 – 2016)</b>	Bob Cronk	SCL12: How exactly is resident satisfaction with their local environment measured? Who is surveyed and what is the question?	Performance is measured by way of a quarterly survey. Callers to the Council either telephone or in person, are asked if they'd be prepared to take a short survey. The specific question for this performance measure is: "Overall, how satisfied or dissatisfied are you with your local neighbourhood as a place to live?" (N.B. Local neighbourhood defined as "the area within 15-20 minutes walking distance from your home"). Response options: Very satisfied/ Fairly satisfied/ Neither satisfied nor dissatisfied/ Fairly dissatisfied/ Very dissatisfied/ Don't know
		Andy Watt	The homelessness strategy shows that Norwich is way below the average with regards to preventing homelessness by	Ongoing

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
17 December 2015	<b>Quarter 2 performance monitoring (2015 – 2016)</b>	Andy Watt	<p>keeping people in their own homes. How does that relate to the target of preventing homelessness? Would it be worth having a new target to help increase the number of people staying in their own home?</p> <p>SCL07: What is the work that is underway to try and address road casualties?</p> <p>SCL 06: What are the reasons that we are behind the target with</p>	<p>Nearly all highway improvement schemes have a road safety component; for example the Pink Pedalway programme included specific elements to address cycle accident cluster sites found on the route. This investment is alongside the implementation of specific local safety schemes and complimentary road safety education and enforcement activity undertaken by the county council, police and other partners in the Norfolk Road Casualty Reduction Partnership.</p> <p>Such work will continue in the coming year with the ongoing implementation of the Blue and Yellow Pedalways, city centre improvement works, etc.</p> <p>Targets were based upon numbers planned to be delivered against total</p>

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
17 December 2015	<b>Quarter 2 performance monitoring (2015 – 2016)</b>	Andy Watt	turning residential areas into 20mph zones? Where does a target of 26% originate from and is the intention to increase this target yearly? How is it determined which areas are turned in 20mph zones?	numbers of properties. Targets are due to increase as zones are increased
		Tina Pocklington	VFM4: From initial assessments, what are the reasons for this high percentage of avoidable contact?	During April and May the quality of some of the data being gathered was poor and so was not able to be included in the overall analysis. Therefore, during June work was undertaken to streamline and improve the way data was being captured. Changes to our electronic form, clear communication and ongoing targeted training have resulted in improvements in the quality of our data which reflects the current experience of our customers. This has meant that the percentage of avoidable contact is high. As part of setting KPI for next year it is anticipated that this target figure will need to be increased whilst we work collectively to drive down these high levels of avoidable contact.

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
17 December 2015	<b>Quarter 2 performance monitoring (2015 – 2016)</b>	Bob Cronk	VFM8: How is this measured? If it is measured by surveying people who got in contact or is it surveyed more widely?	Performance is measured by way of a quarterly survey. Callers to the Council are asked if they'd be prepared to take a short survey. Quarterly performance is reported and a rolling year % is also provided in the commentary. Performance on this measure is determined by response to the following question: How much would you agree or disagree that Norwich City Council seeks people's views about issues that affect your local area? (Local area is the area within 15-20 minutes walking distance from your home.) Answer options: Very satisfied/ satisfied/ neither satisfied nor dissatisfied/ dissatisfied/ very dissatisfied
28 January 2016	<b>Scrutiny Committee Work Programme</b>	James Wright	Ask the chair to provide members with an update on the co-operatives briefing	Ongoing
	<b>Pre-scrutiny of the environmental strategy 2015 – 2018</b>	Richard Willson	Ask members to forward any detailed questions in the first instance to the environmental strategy manager for inclusion on the scrutiny tracker	Members can find an update on e-councillor under the e-bulletin section

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
25 February 2016	<b>Norfolk Health Overview and Scrutiny Committee</b>	Phil Shreeve	Ask the strategy manager to contact the chair of the CCG to see which consultations on planned changes to commissioning intentions may be able to be made available via e-councillor.	A discussion has been held and further options looked at once the CCG have looked again at their consultation and engagement processes
	<b>Council policies for the control of verge parking and A boards</b>	Andy Watt	Contact all schools in the Norwich City Council area for a copy of their travel plan to collect data on how children travel to school	Steps are being taken to request this information
			Liaise with the communications team and place an article in Citizen magazine to promote best practice around verge parking	It is hoped to be able to include an article in the 6th June edition of Citizen

Annual review

## Neighbourhood Model Review – Task and finish group progress

In June 2014 the Scrutiny Committee established a task and finish group to investigate the question, 'What could the council and its partner organisations do to build social inclusion and capital to empower its citizens to make Norwich a fine city for all?' The group was made up of Cllrs Galvin (Chair), Bogelein, Herries and Woollard, and senior officer advice and coordination of the review was provided by the Executive head of strategy, people and neighbourhoods with general support provided by the Scrutiny officer. A range of other officers also carried out work on the review both from strategic and operational services.

This research was strictly evidence based, therefore over the course of eight months the members of the task and finish group as well as officers gathered evidence through desktop research, face-to-face and phone interviews, focus groups and questionnaires. The group thought it important to have an additional feedback loop and ensure the development of recommendations through testing them with internal and external stakeholders. Thus the draft recommendations were the subject of two further focus groups, one with staff members and the other with community groups and voluntary organisations who had attended the original focus group.

In March 2015 the members of the task and finish group reported their findings to the scrutiny committee and in conclusion of the review they outlined 20 recommendations broken down into seven themes:

### Theme A – Strategy and Culture

- Recommendation 1: Ensure city council policies and service delivery and those of other public bodies in the city build social capital.
- Recommendation 2: Adopt an outcome focused approach -addressing issues in an holistic (addressing issues in the round) way - which may not always be to deliver a service or a project.
- Recommendation 3: Encourage an appreciative approach across the city.
- Recommendation 4: Recognise the diverse nature and needs of voluntary organisations and community groups.
- Recommendation 5: Encourage more trial and error approach.

### Theme B – Volunteering

- Recommendation 6: Seek input from voluntary organisations and community groups into policy making process.
- Recommendation 7: Provide essential information to encourage volunteering.
- Recommendation 8: Encourage the Department of Work and Pensions (DWP) and employers to have policies and cultures to support volunteering.
- Recommendation 9: Increase the effectiveness of volunteer recruitment and management.

### Theme C – Partnership

- Recommendation 10: Facilitate greater partnering and knowledge sharing between voluntary organisations and community groups.
- Recommendation 11: Encourage and help voluntary organisations and community groups to work together.

### Theme D – The council and other public bodies

- Recommendation 12: Value and support frontline officers.
- Recommendation 13: Review policy and process by the council and other public bodies.
- Recommendation 14: Increase the responsiveness of the council and other public bodies to voluntary organisations and community groups.
- Recommendation 15: Improve referral process between the council and other public bodies, voluntary organisations and community groups.
- Recommendation 16: Review the council's consultation process.

### Theme E – Funding

- Recommendation 17: Review funding options.

### Theme F – Tools and infrastructure

- Recommendation 18: Provide tools and advice for voluntary organisations and community groups.
- Recommendation 19: Better use of existing assets and empty spaces.

### Theme G – Communications

- Recommendation 20: Integrate information – a specific co-produced communication strategy to take forward these recommendations and for volunteering and voluntary organisations and community groups more widely.

The task and finish group recommended the committee consider establishing a follow-up task and finish group or standing item at scrutiny over the time frame of the delivery work plan for this project to monitor and evaluate the impact of the results of increasing social capital on social inclusion in Norwich, including further analysis of the barriers faced due to race, gender, sexuality and mental health, poverty and unemployment.

### **Progress Summary – March 2016**

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These recommendations have been collated to create a project, the Neighbourhood Model Development, headed by the Head of neighbourhood services and other officers; this model has been split into ten key areas to target. These areas are: Strategy and planning, Community enabling, Community assets, Role of ward members, Business processes, Neighbourhood office accommodation, Neighbourhood housing services, Local neighbourhood services, Citywide services, and Learning and Development.

This is ongoing project and the following is a detailed breakdown explaining how the council is targeting these ten key areas.

#### Strategy and Planning

Develop through co-ordination communities, members and partners, what a successful neighbourhood is, in the new reduced funding context. Put in place a more integrated process for neighbourhood investment across all services and partners, to ensure we are maximising the effect of reducing spending on outcomes in the most joined up way.

#### Community Enabling

Develop a programme of community enabling, based on an appreciative approach, to encourage greater self-sufficiency and self-service. Put in place 6 monthly forums with the voluntary and community sector to support better coordination and liaison between groups and the council.

Develop an area of the new website that would provide tools, techniques, funding options and examples of good practice and clear processes/contacts to assist individuals and groups to do things for themselves.

Actively communicate and praise the successes of individuals and community groups doing things for themselves to encourage others.

Review and streamline the community grants process, in line with the above, and target it on supporting future self-sufficiency.

Develop social media to develop, promote and coordinate the enabling programme.

Utilise the funds within the current council's grants programme for community capacity building and from within service budgets to support the enabling programme during 2016/17.

The work to develop a community enabling programme and take forward the community asset work will require some upfront investment.

#### Community Assets

Put in place a community asset transfer process to give communities the opportunity to take over community assets – pilot at Russell Street community centre.

Expand the council's volunteer programme to support work with a range of community assets and functions.

#### Business Processes

Streamline certain business processes to realise efficiency savings once mobile working is in place including the council's ASB processes - working with customers and partners, as part of a co-design type approach.



#### Neighbourhood Office Accommodation

Relocate all neighbourhood based teams into City Hall to realise savings.  
Close and rationalise or redevelop office accommodation in neighbourhoods.

#### Neighbourhood Housing Services

Move the ABATE team, CCTV and families unit into local neighbourhood service.  
Undertake a review of the neighbourhood housing service.

#### Local Neighbourhood Services

Establish three themed roles; Neighbourhood & community enabling manager; Neighbourhood operations manager; Early intervention and community safety manager  
Establish a community enabling team

#### Citywide Services

Establish a single environmental services team.

#### Learning and Development

Put in place a bespoke learning and development programme to support the new neighbourhood model for officers and members.  
Develop a detailed two and a half year plan of change to implement the above recommendations, informed by testing and piloting of approaches and subsequent consideration by Scrutiny Committee etc.

## 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 plus one substitute member. For the period 2015 – 2016 the member representative has been Councillor Sandra Bogelein with Councillor Lesley Grahame being the substitute member.

The role of the Norfolk county health overview and scrutiny committee 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 2015 – 2016 the member representative has been Councillor Marion Maxwell with Councillor Lesley Grahame 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.

### 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**:

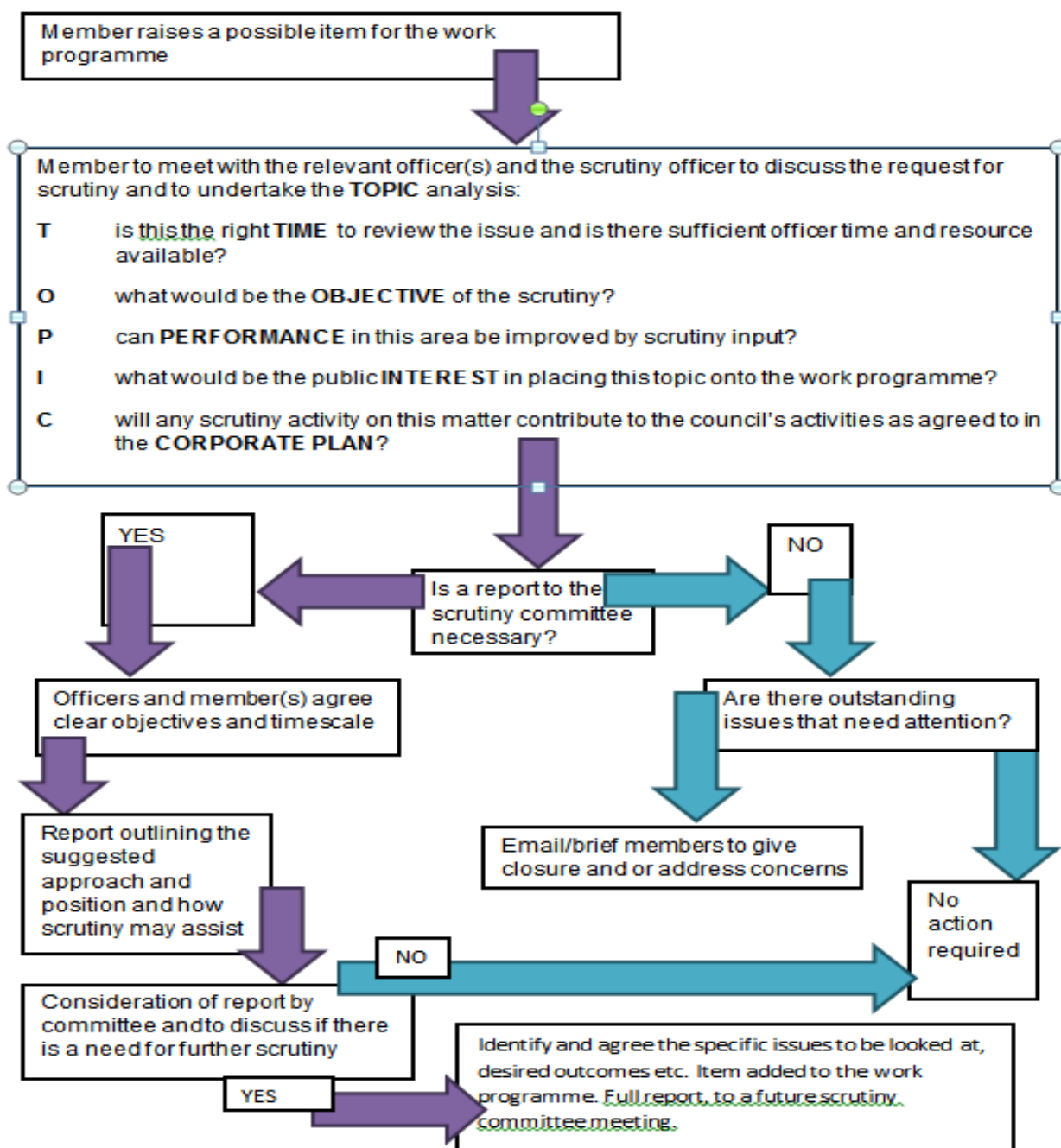
- T is this the right **TIME** to review the issue and is there sufficient officer time and resource available?
- O what would be the **OBJECTIVE** of the scrutiny?
- P can **PERFORMANCE** in this area be improved by scrutiny input?
- I what would be the public **INTEREST** in placing this topic onto the work programme?
- C will any scrutiny activity on this matter contribute to the council's activities as agreed to in the **CORPORATE PLAN**?

Once the TOPIC analysis has been undertaken, a joint decision should then be reached as to whether a report to the scrutiny committee is required. If it is decided that a report is not required, the issue will not be pursued any further. However, if there are outstanding issues, these could be picked up by agreeing that a briefing email to members be sent, or other appropriate action by the relevant officer.

If it is agreed that the scrutiny request topic should be explored further by the scrutiny committee a short report should be written for a future meeting of the scrutiny committee, to be taken under the standing work programme item, so that members are able to consider if they should place the item on to the work programme. This report should outline a suggested approach if the committee was minded to take on the topic and outline the purpose using the outcome of the consideration of the topic via the TOPIC analysis. Also the report should provide an overview of the current position with regard to the topic under consideration.

By using the flowchart, it is hoped that members and officers will be aided when giving consideration to whether or not the item should be added to the scrutiny committee work programme. This should help to ensure that the scope and purpose will be covered by any future report. The outcome of this should further assist the committee and the officers working with the committee to be able to produce informed outcomes that are credible, influential with recommendations that are; **Specific, Measurable, Attainable, Relevant and Time-bound**.

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



## **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 committee officer who will liaise with the Chair of the committee and the scrutiny officer. Any questions for the committee have to be received no later than 10.00 am on the day before the meeting but in order for you to obtain a thorough answer it would be helpful if you could contact us as early as possible. To contact the committee officer please phone 01603 212416

### **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; If you have any topic suggestions for scrutiny please use the form attached over this page and send it to the scrutiny liaison officer or hand it in at the council's reception – for the attention of the scrutiny liaison officer.

**Bethany Clark**

Scrutiny liaison officer

Strategy and transformation team  
Norwich City Council

01603 212153

[bethanyclark@norwich.gov.uk](mailto:bethanyclark@norwich.gov.uk)

## Request form to raise an item for Scrutiny Review

Councillors should be asked to carry out the following scrutiny review:

Please give your reasons (continue on a separate sheet if necessary)

**Name:**

**Address:**

**Daytime Tel No**

**Email:**

**Date**

**Please return this form to Bethany Clark, Scrutiny Liaison Officer, Norwich City Council, City Hall, St Peters Street, Norwich NR2 1NH**

**Email:** [bethanyclark@norwich.gov.uk](mailto:bethanyclark@norwich.gov.uk)

**Report to** Council  
19 July 2016  
**Report of** Chief finance officer  
**Subject** Annual audit committee report 2015-16

**Item**

9

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**Purpose**

To present of the annual audit committee report 2015-16 to council.

**Recommendation**

To receive the annual audit committee report 2015-16.

**Corporate and service priorities**

The report helps to meet the corporate priority value for money services.

**Financial implications**

This report has no direct financial consequences.

**Ward/s:** All

**Cabinet member:** Councillor Stonard, resources and business liaison

**Contact officers**

Justine Hartley, chief finance officer

01603 212440

**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 annual report of the audit committee 2015-16 summarises the work of the committee over the past financial year. The committee approved the report 2015-16 at its meeting on 28 June 2016.
4. 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 2011.



### **Annual report of the audit committee 2015-16**

#### **Introduction**

This is the third annual report of the audit committee and advises the council of the work of the audit committee for the period 2015 to 2016.

Councillor Ben Price  
Chair, audit committee

Councillor Wright  
Vice chair, audit committee

## Background

1. This report covers the work of the audit committee for the financial and civic year 2015 to 2016. The committee met six times during this period. On 7 July 2015, there was an extraordinary meeting of the committee to consider the draft statement of accounts.
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. Article 17 was reviewed and reissued in July 2014. A copy of Article 17 is appended to this report as Appendix A. The production of an annual report by the committee is good practice.
3. The members on the committee in 2015-16 were:-

Councillor Paul Neale (chair)  
Councillor James Wright (vice chair)  
Councillor Andrew Boswell  
Councillor David Bradford  
Councillor Keith Driver  
Councillor Gail Harris  
Councillor Lucy Howard  
Councillor Paul Kendrick

Councillor Jo Henderson substituted for Councillor Boswell for one meeting.

4. The key officers who supported the audit committee were:

Justine Hartley, chief finance officer  
Philippa Dransfield, chief accountant and deputy S151 officer  
Steve Dowson, internal audit manager (LGSS)  
Neil Hunter, head of internal audit and risk management (LGSS)  
Laura McGillivray, chief executive

The committee and officers will miss Steve Dowson who retired in March 2016. The committee would like to record its gratitude to him for his support and contribution to the work of the council and committee. A new Lead Auditor for Norwich City Council has recently taken up post within LGSS.

5. The external auditors (Ernst & Young) attend meetings of the audit committee and answer members' questions. The engagement team responsible for the audit of the 2015-16 accounts is led by Mark Hodgeson and supported by David Riglar, who is responsible for the day-to-day management of the external audit. Members of the committee and officers were sad to learn of the unexpected death of Rob Murray, former District Auditor and lead auditor of the city council's accounts for many years. Rob Murray handed over the lead to Mark Hodgeson at the completion of the 2014-15 accounts to meet regulatory requirements and ensure a smooth rotation for future years.
6. The committee monitors the fees paid by the council to the external auditors to ensure value for money. The committee was pleased to note continuing

reductions in audit fees with total fees for the 2014-15 accounts down from the equivalent fees for 2013-14.

7. The committee requests training as required. The committee had a session on Revenue and capital in September 2015. 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 provide information briefings for audit committees which are discussed and considered by members at committee.

### **Statement of accounts and annual governance statement**

8. For the third year running the council's Statement of accounts (2014-15) was approved by the statutory deadline of 30 September 2015 with signature on 22 September 2015 and received an unqualified opinion from the external auditors.
9. The chief finance officer authorised the Statement of accounts 2014-15 for submission to the external auditors by the statutory deadline of 30 June 2015. It had been the intention to bring the unaudited Statement of accounts to the meeting of the committee on 23 June 2015. This was not possible and therefore it was necessary to convene an extraordinary meeting on 7 July 2015, to enable members the opportunity to comment on the unaudited accounts in line with good practice. This included detailed explanations of the various funds and accounts and information on the year on year differences from the previous year's accounts.
10. Members considered the draft annual governance statement on 23 June 2015. The committee noted the significant issues which had been listed in the external auditors' audit letter 2013-14. The committee also noted that cuts to public funding and the external auditors issuing qualified opinions on value for money to NHS trusts, meant that there was no room for complacency. The chair said that the council was aware of the risks to its financial position and service delivery caused by the uncertainty surrounding business rates and the new homes bonus. He pointed out that the external auditors acknowledged that the council had a "good track record" of delivering savings and meeting its budget. The committee noted that the council's corporate risk register was kept under constant review and that the risk score for public sector funding had been increased.
11. The annual governance statement 2014-2015 was approved at the meeting on 22 September 2015. The annual governance statement was signed off by the leader of the council and the chief executive on behalf of the council.

### **External audit**

12. At its meeting on 17 November 2015, the committee reviewed the annual audit letter 2014-15 from the external auditors. The letter advised members of the changes to accounting and auditing arrangements which could impact on the council's production of its financial statements. Looking ahead the main challenges were changes in accounting for highways network assets and the earlier deadline for the production and audit of the financial statements from 2017-18.

13. In accordance with best practice, the annual audit letter had also been circulated to all members of the council and published on the council's website by 31 October 2015.
14. The chair requested that the council's accounts were audited earlier going forwards. The external auditor said that he would ensure that his successor was aware of this request. He explained that councils would need to work to tighter deadlines in the future.
15. The committee agreed the approach and scope of the external audit plan 2015-16 at its meeting on 15 March 2016. Members commented on the financial statement risks which had been identified by the external auditors.

### **Risk management**

16. The committee reviews the corporate risk register throughout the year and notes any changes to the register proposed by the corporate leadership team. The council's risk management processes are well embedded within the council, and members can be assured that the corporate risk register is kept up to date following regular review by the corporate leadership team and business managers' group of the key risks to achieving the council's objectives. Cabinet also reviews the corporate risk register every six months.

### **Internal audit**

17. The committee receives an annual internal audit opinion and regular reports on the progress against the audit plan report at each meeting. This gives the committee an opportunity to ask detailed questions and monitor progress. During 2015-16 discussions took place on the arrangements for fraud and counter-fraud work following the transfer of the fraud team to the Department of Work and Pensions on 1 April 2015. The committee considered the arrangements for liaison and joint working with the Department of Work and Pensions (DWP) and noted that the revenues and benefits team (LGSS) was still responsible for the identification of potential fraud which would then be passed to the DWP for investigation
18. On 15 March 2016 the committee agreed the internal audit plan for 2016-17. The focus of internal audit will be on large risks as well as an annual audit of all financial systems. The audit approach and control environment should mitigate the risk that anything went wrong. The internal audit plan would be regularly monitored by the chief finance officer, committee and external audit.
19. The external auditors seek confirmation from the chair each year requesting confirmation of the council's management processes and arrangements. Councillor Neale, the chair responded to this letter and copies have been circulated to members of the committee.

### **Conclusion**

20. 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 2011.

**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 2011;
  - (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.





<b>Report to</b>	<b>Council</b> 19 July 2016	<b>Item</b>  <b>10</b>
<b>Report of</b>	Executive head of regeneration and development	
<b>Subject</b>	Award of contract for housing development at Goldsmith Street	

## KEY DECISION

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### Purpose

To recommend the release of funding in the capital programme to enable the development of 105 houses at the Goldsmith Street site.

### Recommendation

1. To note the recommendation from cabinet to award the contract for the development of 105 houses at Goldsmith Street to R G Carter, subject to council approving an increase in the overall project budget.
2. To approve the increase in the non-housing capital budget of £696,700 as outlined in this report and recommended by cabinet on 13 July 2016
3. To approve that rents for Passivhaus properties are set at 5% above formula rent to assist with the additional costs of developing such properties and reflecting the savings for tenants in energy bills.

### Corporate and service priorities

The report helps to meet the corporate priority a healthy city with good housing

### Financial implications

The Goldsmith Street development has a current approved total budget of £15million for design and construction, split on the basis of 79 dwellings in the HRA and 26 dwellings in the non-housing capital programme.

The construction cost will be a maximum of £14,982,848.23.

With all professional fees for design and project management the total project budget will be a maximum of £17million. The budget for 2016/17 does not need to be increased due to the delay in starting on site, however council approval is sought to increase the overall project budget.

**Ward/s:** Mancroft

**Cabinet member:** Councillor Bremner – Environment and sustainable development

**Contact officers****Dave Moorcroft**

01603 212225

**Andrew Turnbull**

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**Background documents**

None

# Report

## Background

1. In 2013, cabinet took the decision to develop Goldsmith Street for new housing. The council appointed NPS (Norwich) to act as development agent for the site. Planning permission was granted in October 2015.
2. The 105 properties have been designed to achieve the full Passivhaus standard. Delivering to the Passivhaus standard brings benefits both to the environment and also to tenants, who will be able to enjoy health benefits and significant cost savings on energy bills.

## Procurement Process

3. NPS (Norwich) - acting as the council's development agent for the project has undertaken a tender process to procure a contractor. All contractors that are members of the council's 'Fabric First' Framework in Lot 2 were invited to tender for the contract.
4. The framework contractors were selected on the basis of 70% Quality and 30% Price. As we had already weighted heavily towards quality to select framework partners it was agreed that the tenders for this particular project would be scored more heavily on price with a weighting of 70% cost and 30% quality. Two developers have responded to the tender.
5. After the initial period of evaluation in January 2016 it was found that both tendered prices were considerably above the available budget. Therefore a period of value engineering clarification was undertaken during which both suppliers were asked to come up with:
  - a) A tender sum which was compliant to the agreed amended version of the original tender specification.
  - b) Any alternative priced tenders.
6. Following this process revised tenders were received:

### Compliant Bids

Company	Cost
R G Carter Ltd	£15,833,523.05
Developer B	£17,114,622.31

7. As the compliant tenders were still above budget it was agreed to consider the alternative tenders:

Company	Cost	Cost Score	Quality score	Total Score
R G Carter Ltd	£14,982,848.23	70.00	17.46	87.46
Developer B	£17,114,622.31	61.64	25.56	87.20

8. On receipt, the quantity surveyor has clarified items with the contractors and confirmed that all items have now been fully priced with no arithmetical errors.
9. Work is underway with R G Carter to clarify detailed costings and understand additional savings that can be achieved. The contract will be awarded subject to these being satisfactory and approval of the final contract sum as per the recommended delegation.
10. On the basis of the tenders received we have issued an 'intention to award contract' notice to R G Carter on 9 June 2016, with a 10 day stand still period, subject to cabinet and budget approval.
11. The current proposal for the development is a split of 79 dwellings for social rent and 26 private dwellings, either for market sale or private rent. The table below shows the current approved budget:

	2014/15	2015/16	2016/17	2017/18	2018/19	Total
<b>HRA - borrowing</b>	£256,900	£653,100	£6,140,680	£1,276,660	£62,296	£8,389,636
<b>HRA – RTB Receipts</b>	£110,100	£279,900	£2,631,720	£547,140	£26,699	£3,595,559
<b>HRA - Total</b>	£367,000	£933,000	£8,772,400	£1,823,800	£88,995	£11,985,195
<b>Non-housing capital programme - borrowing</b>			£2,716,600	£217,200	£29,500	£3,017,300
<b>Current Total Budget</b>	<b>£367,000</b>	<b>£933,000</b>	<b>£11,489,000</b>	<b>£2,095,000</b>	<b>£118,495</b>	<b>£15,002,495</b>

12. The total budget required for the project is made up of the construction cost as per the tenders received (including contingency), survey works, professional fees for the design of the dwellings, demolition and site clearance works, planning fees and on-going project management and quantity surveying services.
13. Following the assessment of the tenders received the budget required for the same tenure split is:

	2014/15	2015/16	2016/17	2017/18	2018/19	Total
<b>HRA - borrowing</b>	£256,900	£653,100	£2,415,000	£4,922,767	£238,000	£8,485,767
<b>HRA - RTB Receipts</b>	£110,100	£279,900	£1,035,000	£2,460,000	£102,000	£3,987,000
<b>HRA – S106 commuted sum</b>	£0	£0	£0	£817,233	£0	£817,233
<b>HRA - Total</b>	£367,000	£933,000	£3,450,000	£8,200,000	£340,000	£13,290,000
<b>Non-housing capital programme - borrowing</b>			£1,000,000	£2,600,000	£110,000	£3,710,000
<b>Required Total Budget</b>	<b>£367,000</b>	<b>£933,000</b>	<b>£4,450,000</b>	<b>£10,800,000</b>	<b>£450,000</b>	<b>£17,000,000</b>

14. The increase in budget to the HRA of £1,304,805 is offset by the increased use of RTB one for one receipts (£391,441), which mitigates the risk of having to pay these monies back with interest, and the use of £817,233 of S106 commuted sum monies. This means the increase in HRA borrowing is £96,131. It is anticipated that this can be covered by a virement within 2016/17 from underspends elsewhere in the Housing Revenue Account planned capital spend so that no overall increase in planned HRA funding is required.
15. The increase required in the non-housing capital programme is £696,700. There is sufficient budget allocated in the 2016/17 budget due to the delay in starting on site, however full council approval will be sought to increase the overall project budget.
16. The current split of the development between 79 dwellings for social rent and 26 private dwellings is an indicative allocation between the HRA and non-housing capital programme based upon the share of properties funded by each budget; however the final split will be subject to the actual properties that are identified as the most suitable for private development. We are currently assessing the business case for private development, based upon market advice on sales and rental values for the area.
17. Once the final contract sum is known and the costs of the individual properties allocated we can finalise the business case for the private development and offer the dwellings to Norwich Regeneration Ltd.

### **Alternative Options**

18. Should the business case for private development not stack up for Norwich Regeneration Ltd we have considered other options and the budget implications of these.

### **Disposing of 26 dwellings to a registered provider of affordable housing.**

19. This option would be subject to discussion with local registered providers:

	2014/15	2015/16	2016/17	2017/18	2018/19	Total
<b>HRA - borrowing</b>	£256,900	£653,100	£2,415,000	£4,922,767	£238,000	£8,485,767
<b>HRA - RTB Receipts</b>	£110,100	£279,900	£1,035,000	£2,460,000	£102,000	£3,987,000
<b>HRA – S106 commuted sum</b>	£0	£0	£0	£817,233	£0	£817,233
<b>HRA - Total</b>	<b>£367,000</b>	<b>£933,000</b>	<b>£3,450,000</b>	<b>£8,200,000</b>	<b>£340,000</b>	<b>£13,290,000</b>
<b>RP</b>			£1,000,000	£2,600,000	£110,000	£3,710,000

20. Subject to cabinet approval, the council could grant fund the registered provider with 30% RTB one for one replacement receipts, amounting to £1,113,000 which should make this a viable option for a registered provider. This would maximise the use of RTB receipts to a total of £5,100,000 and mitigate the risk of the council having to return these along with associated interest payments.

## Developing the whole site for council housing at social rents

21. The table below shows the maximum required total budget if the whole development was to be developed by the council for social rent:

	2014/15	2015/16	2016/17	2017/18	2018/19	Total
<b>HRA - borrowing</b>	£256,900	£653,100	£3,115,000	£6,742,767	£315,000	£11,082,767
<b>HRA – RTB Receipts</b>	£110,100	£279,900	£1,335,000	£3,240,000	£135,000	£5,100,000
<b>HRA – S106 commuted sum</b>				£817,233		£817,233
<b>Total HRA Budget</b>	<b>£367,000</b>	<b>£933,000</b>	<b>£4,450,000</b>	<b>£10,800,000</b>	<b>£450,000</b>	<b>£17,000,000</b>

22. This option requires an additional £2,693,131 of HRA borrowing. The HRA is currently anticipating underspend from other budgets for which a virement could be granted to cover this additional budget requirement. This option would also allow for the maximum use of RTB receipts. However, because further information is awaited on the level and timing of the high value void determination payment the council will be required to make to fund right to buy sales by registered providers other options for the 26 planned private dwellings continue to be pursued.

23. It should also be noted that in the DCLG guidance on rent setting for local authorities there is flexibility to set rents at up to 5% above formula rent for individual properties. It is recommended that we take advantage of this flexibility for this development (equivalent to an average £4 per week additional rent) and other Passivhaus developments, to assist with offsetting the additional development cost, particularly as the evidence shows that residents would make significant savings on fuel bills.

### Recommendation

24. To note the recommendation from cabinet to award the contract for the development of 105 houses at Goldsmith Street to R G Carter, subject to council approving an increase in the overall project budget;

25. To approve the increase in the non-housing capital budget of £696,700 as outlined in this report and recommended by cabinet on 13 July 2016;

26. To approve that rents for Passivhaus properties are set at 5% above formula rent to assist with the additional costs of developing such properties and reflecting the savings for tenants in energy bills.

## 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:	19 July 2016
Head of service:	Andy Watt
Report subject:	Award of contract for housing development at Goldsmith Street
Date assessed:	5 July 2016
Description:	

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provision of more council homes will improve overall affordability of the housing stock. This represents a prudent use of financial resources to meet corporate priorities
Other departments and services e.g. office facilities, customer contact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This project will provide employment opportunities, opportunities for local contractors and businesses and will generate local spending for the benefit of the wider economy. Providing more housing is important in supporting sustainable economic growth and prosperity.
Financial inclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Providing additional social rented housing will advance financial inclusion by helping to improve housing affordability
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building more council homes to meet changing needs will help provide accommodation for vulnerable adults and children.
<u>S17 crime and disorder act 1998</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The provision of sufficient and decent quality housing is essential to ensuring decent levels of health and well being



	Impact			
<b>Equality and diversity (please add an 'x' as appropriate)</b>	<b>Neutral</b>	<b>Positive</b>	<b>Negative</b>	<b>Comments</b>
<b>Relations between groups (cohesion)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Eliminating discrimination &amp; harassment</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Advancing equality of opportunity</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Environmental (please add an 'x' as appropriate)</b>	<b>Neutral</b>	<b>Positive</b>	<b>Negative</b>	<b>Comments</b>
<b>Transportation</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Natural and built environment</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provision of high quality new homes will enhance the built environment of this area. In addition works are being undertaken to improve the green space adjacent to the site.
<b>Waste minimisation &amp; resource use</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Pollution</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Sustainable procurement</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Energy and climate change</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The new homes have been designed and will be built to a higher environmental standard than building regulations, which will bring benefits to both the environment and tenants, when compared with standard build types.

	Impact			
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Risk management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The new homes will be subject to the Right to Buy which represents a risk to the council.

<b>Recommendations from impact assessment</b>
<b>Positive</b>
Overall the project will provide more council homes which will improve overall affordability of the housing stock. The investment priorities represent a prudent use of financial resources to meet corporate priorities and will provide local employment opportunities.
<b>Negative</b>
The Right to Buy risk is mitigated as the 'cost floor' means that any monies spent on developing or maintaining these properties for 15 years can be deducted from any discount.
<b>Neutral</b>
<b>Issues</b>