



Cabinet

16.30 – 17:35

6 April 2022

Present Councillors Waters (chair), Harris (vice chair), Hampton, Jones, Kendrick, Oliver, Packer and Stonard.

Apologies Councillor Davis

Also present Councillors Galvin

1. Declarations of interest

There were no declarations of interest.

2. Proposed designation of Neighbourhood Forum

Councillor Stonard, cabinet member for sustainable and inclusive growth presented the report. He said that recommendation 2 should refer to paragraph 27 of the report rather than paragraph 25.

The application from the Norwich over the Wensum group was considered a valid application by officers. Public consultation on the application had been undertaken with thirteen responses received which were summarised at appendix one to the report. This was a low number of responses in relation to the number of organisations that were contacted.

There was an acknowledgement that there could be stronger representation from certain demographics of the area but the application met the necessary legal requirements. The organisation was asked to have regard to the issues set out at paragraph 27 of the report as part of its future activities.

Councillor Galvin asked if the council would provide any further resources to the organisation. The executive director of development and city services replied that under the legislation, the council had a statutory duty to assist the group and had done so by providing advice and guidance and there may be opportunities to work together in the future to achieve joint outcomes. There was no specific budget for this so any activity would be prioritised alongside other services.

RESOLVED to:

- 1) approve the designation of the Norwich Over the Wensum Neighbourhood Forum for the Northern City Centre Neighbourhood Area previously designated in 2018; and

- 2) ask the neighbourhood forum to have particular regard to addressing the issues raised surrounding some areas of under-representation in paragraph 27 of this report as part of their future neighbourhood planning activities.

3. Affordable warmth grant

Councillor Jones, cabinet member for safer, stronger neighbourhoods, presented the report. There had been an underspend in funding, despite meeting the needs of the services. The affordable warmth grants were very timely in light of an increase in excess winter deaths and the cost of living. There were benefits on a social level with the chances of repeated hospital admissions being lowered, and also on an environmental level with measure such as more efficient boilers and double glazing being put into homes.

The home improvement team manager added that the report showed the good partnership working that had been undertaken with Norfolk County Council and this built on the work already done with social care colleagues.

In response to a question from Councillor Galvin on the timing of replacing boilers when the government would be banning gas boilers in two years, the leader of the council replied that the grants would mean that in the immediate future, residents would be warm. Councillor Jones added that immediate solutions were needed for these issues and there was a need to balance sustainability with solving problems for residents, many of whom were already struggling with the cost of living.

RESOLVED to:

- 1) Approve an extension to the council's existing Financial Assistance Policy to include the provision of affordable warmth grants
- 2) Approve an amendment to the 2022/23 General Fund capital programme to create budgets funded from unspent Better Care Fund (BCF) grant to provide:
 - a) Affordable warmth grants.
 - b) A grant of £0.100m to be made to Norfolk County Council, to support the development of a specialist supported housing scheme for the acute needs of a Norwich resident.

4. Social housing decarbonisation fund contract award

Councillor Harris, deputy leader and cabinet member for social housing, presented the report. She congratulated officers for their successful bid proposal and combined with existing budget, this would mean that 45 council homes would be fitted with solid wall insulation. This would take their EPG ratings from D/G to a C rating. These 45 homes had been identified as the worst performing homes in terms of energy efficiency and therefore would benefit most from the works.

The works had to be completed by April 2023 or the funding would have to be returned, so a contractor for the specialist work would need to be appointed as soon as possible. E.On was the only supplier on the framework with capacity for such

works so a direct award through the appropriate framework was recommended. Affected residents would be contacted and if any did not want to works to be carried out, other properties would be identified.

RESOVLED to award a contract up to a maximum value of £1,205,000 to E.On Energy Solutions Ltd., via a direct award from the Fusion 21 framework.

5. Award of contract for the construction of a Towns Fund project at the former Carrow House site

(This report was contained within the supplementary agenda)

Councillor Stonard, cabinet member for sustainable and inclusive growth, presented the report. At a meeting of cabinet in October 2021, members had agreed the separation of works for Old Carrow House and New Carrow House due to rapidly escalating sub-contracting costs. The works at Old Carrow House were weather and temperature dependent so a tender would be issued this month.

He highlighted paragraphs 12 to 17 of the report which set out the specific works to be undertaken. The financial elements were set out at table one.

Old Carrow House was a listed building with its grading recently being upgraded. The council took its responsibilities around assets seriously and wanted to ensure that they were cared for appropriately. The works needed to commence as soon as possible so a delegation to award the contract was being sought.

Councillor Galvin asked whether the council was certain that it would get sufficient rent to cover the ongoing maintenance and repair costs. The executive director of development and city services replied that the business case for the project formed part of the funding bid. The bid was predicated on renting the building as short term office lets which had a strong market in the city. This was based on assumptions but came in the wider budget position with reserves in place.

RESOLVED to:

- 1) Agree to enter a contract for the refurbishment of Old Carrow House
- 2) Delegate authority to the Executive Director of development and city services, in consultation with the cabinet member for sustainable and inclusive growth and the cabinet member for resources, to award the refurbishment contract at Old Carrow House to the most economically advantageous tender subject to the budget limits set out in this paper.

6. Award of contract for drains and water mains contract

(This report would be considered at a subsequent meeting of cabinet).

7. The award of contract for Contact Manager, Workflow and Document Management system

Councillor Kendrick, cabinet member for resources, presented the report. The software managed interactions with customers and could be integrated with other systems such as housing systems and revenues systems. This would lead to savings for the council.

In response to a question from Councillor Galvin, the head of IT, customers and digital said that the council did have employees with data analyst skills but there were plans to increase these.

RESOLVED to enter into a contract with Civica (UK) Limited for a contact manager, workflow and document management system and master data management system.

8. Procurement of HR and finance system

Councillor Kendrick, cabinet member for resources, presented the report. The current contract expired in June 2022 with a two year option to extend. Officers had reviewed all options and determined that the recommendation was the best option. A delegation was sought due to clarification on the final price.

The executive director of corporate and commercial services commented that this was one of the five key systems of the council. The cost of the current system was very low and it was realised that the council could get more solutions from a newer system.

RESOLVED to:

- 1) enter into a contract for the replacement of the Council's HR and Finance systems
- 2) delegate approval to the Executive director of corporate and commercial services to award the contract to the most economically advantageous tender following submissions through the G-Cloud 12 framework.

9. Procurement of HR and finance system – exempt appendix (para 3)

RESOLVED to note the exempt appendix.

CHAIR