

**CABINET****17:30 to 19:07****11 March 2015**

**Present:** Councillors Arthur (chair), Waters (vice chair), Bremner, Driver, Harris and Stonard.

**Also present:** Councillor Boswell

**1. APOLOGIES**

Apologies were received from Laura McGillivray, chief executive officer.

**2. PUBLIC QUESTIONS / PETITIONS**

There were no public questions or petitions.

**3. DECLARATIONS OF INTEREST**

Councillors Arthur, Stonard and Driver declared a non-pecuniary interest in item 18, overview of external relationships, contracts and grants.

**4. MINUTES**

**RESOLVED** to agree the accuracy of the minutes of the meeting held on 4 February 2015.

**5. PAY POLICY STATEMENT 2015-16**

The deputy leader and portfolio holder for resources presented the report.

**RESOLVED** to:

- 1) note the report of the senior pay remuneration panel and agree the recommendations incorporated into the pay policy statement for 2015/16 as applicable; and,
- 2) recommend to full council to approve the pay policy statement for 2015/16

## **6. REDUCING INEQUALITIES ACTION PLAN**

The deputy leader and portfolio holder for resources presented the report.

In response to a member's question, the policy performance and partnerships manager explained that the three wards selected for the initial work were chosen due to opportunities to maximise activities already happening in those areas. He pointed out that, whilst an argument could be made for work taking place in all wards, these three in particular offered a chance to link up good work already taking place.

The head of local neighbourhood services added that using a universal approach and tying work together in this way allows contact to be made with individuals who may have no direct contact with the council. This offers an opportunity for them to access council services via smaller, community led projects.

In response to a member's question, the policy performance and partnerships manager explained that cases of fuel poverty can often arise in areas perceived as being affluent. Experience has shown that this is often due to some of the housing stock being of low quality with poor installation

### **RESOLVED to:**

- 1) agree the overall approach; and
- 2) delegate authority to the executive head of strategy, people and neighbourhoods, in liaison with the deputy leader, to agree the final version of the plan, giving consideration to comments from members.

## **7. FORMAL CO-OPERATION ON STRATEGIC PLANNING ISSUES THROUGH A SHARED NON-STATUTORY STRATEGIC FRAMEWORK**

The portfolio holder for environment, development and transport presented the report.

**RESOLVED** to agree to co-operate on strategic planning matters through a shared non-statutory strategic framework, subject to revised terms of reference for the member forum, budget provision and detailed arrangements for framework production being agreed.

## **8. AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT-ADOPTION**

The portfolio holder for environment, development and transport presented the report.

**RESOLVED to:**

- 1) adopt the *Affordable housing supplementary planning document* in accordance with regulation 14 of the Town and Country Planning (Local Development) (England) Regulations 2012.
- 2) delegate authority to the head of planning, in consultation with the portfolio holder for environment, development and transport, to make any further minor factual updates and corrections required prior to adoption, and to proceed with the necessary legal and administrative process to complete formal adoption.

**9. BUSINESS RATES TRANSITIONAL RELIEF FOR SMALL AND MEDIUM PROPERTIES POLICY (KEY DECISION)**

The deputy leader and portfolio holder for resources presented the report.

**RESOLVED** to approve the new business rates transitional relief for small and medium properties policy.

**10. THE ANTISOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014**

The portfolio holder for neighbourhoods and community safety presented the report.

In response to a members question, the head of citywide services explained that the PSPO can be used to deal with dangerous dogs off leads, if this course of action provides the most desirable effect.

The head of local neighbourhood services added that in such circumstances, the first approach would always be to offer advice and encouragement before moving down the path of penalisation.

**RESOLVED to:**

- 1) approve the way in which the council can use the new powers contained within the Anti-Social Behaviour, Crime and Policing Act 2014, as detailed within the report; and
- 2) delegate actions to the appropriate managers as specified in the council's scheme of delegation.

## **11. SAFEGUARDING AND SAFER COMMUNITIES**

The portfolio holder for customer services presented the report.

**RESOLVED** to agree the actions that have been put in place to ensure the council is meeting its safeguarding duties and responsibilities and to endorse:

- 1) the work to raise awareness of the signs of neglect within the council and how officers and members should respond;
- 2) the recommendations from the all district councils task and finish group on safeguarding and licensing and report these to the licensing committee for implementation;
- 3) the priorities and emerging themes contained within the Norfolk-wide domestic abuse change programme led by the community safety partnership, with the final recommendations to be reported back to cabinet in due course; and,
- 4) the council seeking White Ribbon Status for the city, with an update to be reported back to cabinet later in the year.

## **12. QUARTER 3 2014-15 PERFORMANCE REPORT**

The leader of the council presented the report.

**RESOLVED** to accept the report and note progress against the corporate plan priorities.

## **13. REVENUE BUDGET MONITORING 2014-15 - PERIOD 10**

The deputy leader and portfolio holder for resources presented the report.

**RESOLVED** to note the financial position as at 31 January 2015 and the forecast outturn for 2014/15.

## **14. ST ANDREWS MULTI-STOREY CAR PARK REMEDIAL WORKS CONTRACT AWARD (KEY DECISION)**

The deputy leader and portfolio holder for resources presented the report.

**RESOLVED** to delegate to the executive head of regeneration and development, in consultation with the portfolio holder for resources, authority to award the contract for the St Andrews multi-storey car park remedial works (this being subject to a satisfactory evaluation process with the successful tender prices falling within the investment plan forecasts)

## **15.CONTRACT AWARD-HOUSING IMPROVEMENTS WORKS AND SERVICES (KEY DECISION)**

The portfolio holder for housing presented the report.

In response to a member's question, the operations director (NPS Norwich Ltd.) explained that although insulation was not a part of this particular scheme, the insulation upgrade works were still ongoing and as such this area of improvement was taken care of.

**RESOLVED** to delegate to the executive head of strategy people and neighbourhoods authority to award the following two contracts in consultation with the portfolio holder for housing:

- 1) district heating upgrades – Bradecroft, Seabrook Court, Silkfields, and Waddington Court sheltered housing schemes; and,
- 2) site investigation services.

## **16.AWARD OF CONTRACTS FOR THE CONTRACT FRAMEWORK OF SUPPLIERS TO PROVIDE MINOR BUILDING WORKS IN CONNECTION WITH THE HOME IMPROVEMENT AGENCY INITIATIVE (KEY DECISION)**

The portfolio holder for housing presented the report.

**RESOLVED** to approve the award of the contract and appointment of the suppliers detailed in appendix A, subject to the completion of final verification checks, for a period of four years from 1 July 2015.

## **17.CONSTITUTION REVIEW**

The deputy leader and portfolio holder for resources presented the report.

**RESOLVED** to recommend council to adopt the:

- 1) revised version of Appendix 9, Statutory and proper officers; and
- 2) amendment to the planning applications committee's terms of reference (Appendix 4, Terms of reference of committees) by the insertion of an additional term of reference:

Power to confirm and revoke tree preservation orders

Councillors Arthur, Stonard and Driver left the meeting at this point, having declared a non-pecuniary interest in the following item.

## **18. AN OVERVIEW OF EXTERNAL RELATIONSHIPS, CONTRACTS AND GRANTS 2015-16 (KEY DECISION)**

The deputy leader and portfolio holder for resources presented the report.

In response to a member's question, , the policy performance and partnerships manager said that, whilst awards of grants were at broadly similar levels to last year (in the case of those being given ongoing funding), comparison could be included in next year's report to show awards given in the previous year.

**RESOLVED** to note the partnerships and business relationships and contracts registers, as well as the grants to be awarded for 2015-16.

Councillors Arthur, Stonard and Driver were readmitted to the meeting.

## **19. HOME ENERGY CONSERVATION ACT REPORT 2015**

The portfolio holder for environment, development and transport presented the report.

**RESOLVED** to approve the Home Energy Conservation Act report 2015 for publication.

## **20. COLLECTIVE SOLAR AUCTION SCHEME (KEY DECISION)**

The portfolio holder for environment, development and transport presented the report.

In response to a member's question, the environmental strategy manager explained that potential suppliers will be invited to attend events which will be taking place prior to the auction. The aim of this would be for potential suppliers to develop an understanding of the requirements of the scheme. He added that surveys of property types would be carried out using an online tool, allowing individuals to provide panel number estimates etc.

**RESOLVED** to:

- 1) establish a collective solar auction scheme for the city and assist other authorities to participate in a local auction for Norfolk; and
- 2) delegate authority to the executive head of service regeneration and development to award a contract with the chosen partner in liaison with the cabinet member for environment and development.

## **21. SUPERFAST BRITAIN CONNECTION VOUCHERS**

The leader presented the report.

**RESOLVED** to approve participation in the Superfast Britain Connection Vouchers Scheme commencing on 1 April 2015.

## **22. EXCLUSION OF THE PUBLIC**

**RESOLVED** to exclude the public from the meeting during consideration items \*23 to \*25 (below) on the grounds contained in the relevant paragraphs of Schedule 12A of the Local Government Act 1972 (as amended).

## **\*23. WRITE-OFF OF NON-RECOVERABLE NATIONAL NON-DOMESTIC RATE DEBT (PARAGRAPH 3)**

The deputy leader and portfolio holder for resources presented the report.

**RESOLVED** to:

- 1) note the level of NNDR debt which has been written off in the year to date; and
- 2) approve the proposed write off of £67,000 of NNDR debt.

## **\*24. MANAGING ASSETS (GENERAL FUND) (PARAGRAPH 3)**

The deputy leader and portfolio holder for resources presented the report.

**RESOLVED** to approve the disposal of the land as detailed in the report.

## **\*25. MANAGING ASSETS (HRA) (PARAGRAPH 3)**

The portfolio holder for housing presented the report.

**RESOLVED** to approve the disposal of a housing property and a piece of verge land as described within the report.

CHAIR