



CABINET

17:30 to 18:55

14 March 2018

Present: Councillors Harris(vice chair in the chair), Davis, Herries, Kendrick, Maguire, Packer and Stonard

Apologies: Councillor Waters (other council business)

Also present: Councillors Schmierer and Wright

1. Declarations of interest

Councillors Harris and Davis declared an 'other' interest in item 11 below 'Review of external relationships, contracts and grants 2018-19'.

Councillor Stonard declared an 'other' interest in item 12 below 'Meeting complex needs and the prevention of rough sleeping innovation fund' and also in item 13 below 'Building control service delegation'.

2. Public questions/petitions

No public questions or petitions were received.

3. Minutes

RESOLVED to agree the accuracy of the minutes of the meeting held on 7 February 2018.

4. Enforcement of stationary engine idling offences – key decision

Councillor Stonard, cabinet member for sustainable and inclusive growth presented the report.

He highlighted that this initiative was aimed at specific vehicles in specific areas of the city which had been identified as 'hotspots' for air quality. These were mainly pick up and set down areas for buses and taxis. If a civil enforcement officer found a vehicle idling in one of these areas, the driver would be asked to switch the engine off and would only be fined £20 if they refused to do so.

In response to a question from Councillor Schmierer, the head of city development confirmed that the council had engaged with local bus companies which supported the initiative, and would continue to do so.

RESOLVED to request that the Secretary of State approves Norwich City Council as a designated local authority for the purpose of issuing fixed penalties for stationary idling offences as set out within the Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002.

5. Quarter 3 2017-18 performance report

Councillor Harris, cabinet member for social housing, presented the report.

She said that there was an overall improvement in performance but where there were dips, this was due to methodological changes to ensure that the data collected was robust. The strategy manager added that some responses included more detail, such as measure SCL03(percentage of people feeling safe) which allowed officers to work with residents to achieve the right outcome.

In response to a question from Councillor Schmierer, the housing options manager said that the challenge around customer contact for measure HCH5 (Preventing homelessness) was preserving the face to face service for those that needed it whilst moving to an appointment system. He added that this had already been achieved.

The chief executive officer added that although it would be formally reported in the quarter four performance report, the council had received £1million for the amelioration of the Mile Cross Depot and £12million for the redevelopment of Anglia Square.

RESOLVED to note the quarter 3 2017-18 performance report.

6. Revenue and capital budget monitoring 2017/18 – Period 10

Councillor Kendrick, cabinet member for resources, presented the report.

RESOLVED to:

- (1) note the forecast outturn for 2017/18 for the General Fund, HRA and capital programme;
- (2) note the consequential forecast of the General Fund and Housing Revenue Account balances;
- (3) approve the transfer of additional rental income received above target from commercial property acquisitions to the commercial property earmarked reserve, as detailed in paragraph 3;
- (4) approve the transfer of general fund underspends to the invest to save earmarked reserve, as detailed in paragraph 3;
- (5) note the award of a land remediation grant, as detailed in paragraph 4;
- (6) note the HRA virement as detailed in paragraph 6; and
- (7) note the use of HRA contingency funds, as detailed in paragraph 7

7. Write off of irrecoverable national non domestic rate debt – key decision

Councillor Kendrick, cabinet member for resources, presented the report.

The director of business services said that the council had been informed by the liquidators that there was no pay out to be awarded to creditors in this case.

In response to a question from Councillor Schmierer, the director of business services said that debt management procedures had to be followed. Recovery action began with encouragement to pay and then if no payment was received legal action would begin. If the premises had a high rateable value, the timescales for these processes could mean that large sums of money were outstanding by the time the company went into liquidation. The council ensured that recovery action was taken as soon as possible.

RESOLVED to approve the write off of £266,138.75 of NNDR debt, which is now believed to be irrecoverable.

8. Write off of pre 1998 balance sheet

Councillor Kendrick, cabinet member for resources, presented the report. He highlighted that when a debt was written off, there was always the option to write it back on again if the opportunity arose.

In response to a question from Councillor Wright, the head of city development said that due to the age of the debt, he did not have detailed information. He added that currently, when major works were being undertaken, the payments were made directly to the contractors by Norfolk County Council which had led to stronger checks and balances for the city council.

RESOLVED to approve the write off of debt of £147,226 which is deemed irrecoverable.

9. Scrutiny committee recommendations

Councillor Wright, chair of the scrutiny committee presented the report.

He highlighted the work of the committee on the Private Rented Sector. He said that the response to the recommendation on page 72 regarding air quality sensors was not the answer he had envisioned but suggested that further work could be done on this. He added that he was pleased that more attention would be drawn to the 'Better off Norwich' platform.

Councillor Herries, cabinet member for safer, stronger neighbourhoods said that the introduction of licensing for Houses of Multiple Occupation (HMOs) regardless of their height would be introduced in October 2018. Due to financial constraints, it would be very difficult to employ more environmental health officers unless cuts were made elsewhere.

In response to a question from Councillor Schmierer, the strategy manager said that the social value in procurement framework did include environmental considerations and this would be used to inform the development of a framework for the purchase and management of assets. The director of business services added that information was also being collected from the Norfolk Pension Service to inform this.

RESOLVED to:-

- (1) Note the recommendations made by the scrutiny committee in February
- (2) Note the portfolio holder and officer responses as listed in the report to the recommendations from the January scrutiny committee; and
- (3) Ask officers to include a link on council communications to the 'Better off Norwich' platform.

10. Pay policy statement 2018-19

Councillor Harris, cabinet member for social housing, presented the report. She highlighted that the pay multiplier figures were not available at the publication of the report.

The head of HR and learning said that she was awaiting a third party report to calculate the pay multipliers and that this figures would be available at the next meeting of full council.

In response to a question from Councillor Wright, the head of HR and learning said that the last pay award was for a two year period to work on the lowest pay scales being brought in line with the national living wage.

RESOLVED to recommend to council the pay policy statement for 2018-19

11. An overview of external relationships, contracts and grants – key decision

(Councillors Harris and Davis had declared an 'other' interest in this item)

Councillor Harris, cabinet member for social housing, presented the report.

She highlighted the award to a financial inclusion consortium had been expanded to include the Citizens Advice Bureau.

RESOLVED to note the partnerships and business relationship and contracts registers. As well as the grants to be awarded for 2018-19.

12. Meeting complex needs and the prevention of rough sleeping innovation funding award decision – key decision

(Councillor Stonard had declared an 'other' interest in this item)

Councillor Maguire, cabinet member for safe city environment, presented the report. He thanked the officers who had worked on the Severe Weather Emergency Protocol during the recent bad weather.

He said that a pooled budget had been created from several agencies and a number of organisations had been invited to propose suggestions on how to spend the funding.

In response to a question from Councillor Schmierer, the housing strategy officer said that the council was working closely with Public health around the introduction of the new drug and alcohol contract and that it was identified in the rough sleeping strategy the need for a “dry house” in the City as there was no such provision in the whole of Norfolk.

RESOLVED to agree to award funding for a three year period starting on 1 April 2018 to the consortium bid led by St Martins as recommended by the Making Every Adult Matter evaluation panel on 9 February 2018.

13. Building control service delegation – key decision

(Councillor Stonard had declared an ‘other’ interest in this item)

Councillor Stonard, cabinet member for sustainable and inclusive growth presented the report.

In response to a question from Councillor Davis, the director of business services said that there were some Key Performance Indicators within the contract and a small number of these had fallen outside on the 95% target. These had been acknowledged at board meetings and improvement was expected.

RESOLVED to continue with the delegation of building control services to South Norfolk Council.

14. The award of contract for leaseholder insurance – key decision

Councillor Kendrick, cabinet member for resources, presented the report.

RESOLVED to delegate authority to award a contract for leaseholder insurance to the director of business services, in consultation with the portfolio holder for resources.

15. Procurement of replacement grounds maintenance equipment – key decision

Councillor Kendrick, cabinet member for resources, presented the report.

RESOLVED to delegate approval to the director of neighbourhoods in consultation with the portfolio holder for resources, to award the contract to replace grounds maintenance equipment.

16. Award of contract for agency workers – key decision

Councillor Harris, cabinet member for social housing, presented the report.

The director of business services said that this would be an ideal opportunity for local suppliers to work with the city council.

RESOLVED to delegate authority to establish a framework agreement and award contracts to up to four suppliers for provision of agency workers to the director of business services, in consultation with the leader.

17. Award of contract for temporary accommodation for homeless households – key decision

Councillor Harris, cabinet member for social housing, presented the report.

RESOLVED to approve the award of the contract to Norwich Accommodation Ltd (Petit Port)

18. Exclusion of the public

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

***19. Managing assets (non-housing) – key decision (paragraph 3)**

Councillor Stonard, cabinet member for sustainable and inclusive growth presented the report.

Following discussion during which the head of city development answered member's questions, it was:-

RESOLVED to agree the asset disposal described in this report subject to the heads of terms appended.

***20. Building control service delegation – exempt appendix (paragraph 3)**

RESOLVED to note the building control service delegation exempt appendix.

CHAIR



CABINET
Extraordinary meeting

17:00 to 17:05

28 March 2018

Present: Councillors Harris (vice chair in the chair), Davis, Herries, Kendrick, Maguire, Packer and Stonard

Apologies: Councillor Waters

Also present: Councillor Wright

1. Declarations of interest

There were no declarations of interest.

2. To consider delegating authority to award the contract for customer contact centre redesign

Councillor Packer, cabinet member for health and wellbeing presented the report.

Councillor Wright in his capacity as chair of scrutiny asked why the item had not been brought to cabinet on 14 March. The chief executive apologised and said there had been an oversight and the item should have gone to cabinet on 14 March but had not.

RESOLVED to delegate to the director of customers and culture in consultation with the portfolio holder for health and wellbeing authority to award the contract for customer contact centre redesign.

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CHAIR