



NORWICH City Council

MINUTES

CABINET

5.30 pm to 6.40 pm

11 DECEMBER 2013

Present: Councillors Arthur (chair), Waters (vice chair), Kendrick, Sands (M) and Stonard

Also present: Councillor Stephenson, Councillor Wright

1. APOLOGIES

An apology for absence was received from Councillor Bremner.

2. PUBLIC QUESTIONS / PETITIONS

There were no public questions or petitions.

3. DECLARATIONS OF INTEREST

There was one declaration of interest from Councillor Arthur.

4. MINUTES

Councillor Waters explained that, in relation to item 3 on the agenda of 26 November 2013, the finance team have been in touch with Capita Asset Services, (the council's advisers) who run and promote the *Local authority mortgage scheme*. He said that they had confirmed that where Lloyds is the lender, as is the case for Norwich City Council, the scheme is only applicable to existing properties (this was not clear from documentation initially received). He said that this information had been shared with the leader and deputy leader as soon as the team were aware.

RESOLVED to agree the accuracy of the minutes of the meetings held on 13 November and 26 November 2013.

5. CITY DEAL FOR GREATER NORWICH

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

RESOLVED to:-

- 1) note the significant progress achieved, and current form of, a City Deal for the Greater Norwich area; and,
- 2) delegate authority to the deputy chief executive - in liaison with the leader of the council - to proceed with the arrangements necessary to sign and implement the agreement (subject to final government approval)

6. ADOPTION OF JCS FOR BROADLAND, NORWICH AND SOUTH NORFOLK, THE BROADLAND PART OF THE NORWICH POLICY AREA LOCAL PLAN – KEY DECISION

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

In response to a member's question regarding the flexibility around the supply of housing land, the head of planning explained that the wording in the proposed policy had been imposed by the inspector. He said that it was there to cover contingency arrangements if development in the north east growth triangle does not progress as planned. It would allow the joint authorities to work together to rectify this. He explained that if there was a need to produce a focused local plan to rectify potential lack of growth, governance arrangements could be made at that point. Such arrangements could replicate process used for the JCS but another option under the planning act would be to form a joint committee.

RESOLVED to recommend council to:

- 1) note the inspector's report including the required changes;
- 2) resolve to adopt the part Joint Core Strategy (JCS) and changes to the existing JCS; and
- 3) delegate authority to the deputy chief executive to proceed with the necessary legal and administrative process to secure adoption of the revised JCS so that it becomes part of the development plan for Norwich City Council, subject to Broadland District Council and South Norfolk Council also resolving to adopt.

7. RISK MANAGEMENT POLICY AND STRATEGY

Councillor Waters, deputy leader and portfolio holder for resources, presented the report.

In response to a member's question, he explained that in order to be assured that all mitigating circumstances are included within the risk register, a number of steps had taken place. These included itemising each responsibility; asking questions; seeking assurances through risk management. He explained that the strategy would allow additional criteria against which to refine our measurement of risk.

The chief finance officer added that risk management is judgement-based. She stated that it was a process which all officers, councillors and heads of service gave input to. She said that this would provide some assurance that as many potential risks as possible had been covered.

RESOLVED to:-

- 1) approve the risk management policy and risk management strategy; and
- 2) set the maximum level of residual risk which the council is prepared to accept as 15 on the scoring matrix (for corporate priority and service plan objective risks).

8. REVIEW OF HOUSING GAS SAFETY MANAGEMENT POLICY

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

RESOLVED to approve the gas safety management and gas safety inspection and access policies for tenants of Norwich City Council.

9. QUARTER 2 2013-14 PERFORMANCE REPORT

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

In response to a member's question, the executive head of strategy, people and democracy explained that the figure relating to avoidable contact was slightly above target as it related to work which had been done to improve the delivery of the benefits service. As such during the clearing of the backlog of benefit applications, the level of contact that the team received increased.

In relation to recycling rates he said that a range of complex factors came into play. All but one council within Norfolk had seen a drop in recycling rates. A major factor in this was street sweepings having been removed from the figure, along with other socio-economic reasons. He said he was confident that recycling rates would improve in 2014 with the introduction of a wider range of materials able to be recycled.

The head of strategy people and democracy said that benchmarking of figures does take place against similar councils but that this was difficult to incorporate as it would lack context and would considerably increase the size of the report.

RESOLVED to note the progress against the corporate plan priorities.

10. TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY MID-YEAR REVIEW 2013/14

Councillor Waters, deputy leader and portfolio holder for resources, presented the report.

RESOLVED to note the report.

11. AWARD OF CONTRACT FOR HOUSING STRUCTURAL REPAIRS AND IMPROVEMENTS– KEY DECISION

Councillor Waters, deputy leader and portfolio holder for resources, presented the report.

In response to a members question the operations director (NPS Norwich) explained that, in relation to the timing of the repairs programme, the weather had been taken into account - stressing that not all work would be affected by changes in the weather. He added that the contract had been vetted to ensure that the contractor had appropriate tenant liaison through which to ensure effective communication with tenants at all stages of the programme.

RESOLVED to delegate to the deputy chief executive - in consultation with the portfolio holder for housing - authority to award the contract for housing structural repairs and improvements (contract C) subject to a satisfactory evaluation process and the successful tender prices being within the investment plan forecasts.

12. EXCLUSION OF THE PUBLIC

RESOLVED to exclude the public from the meeting during consideration of the items *13 to * 16 below on the grounds contained in the relevant paragraphs of schedule 12a of the local government act 1972 (as amended).

***13. STRATEGIC PROJECT – KEY DECISION**

Councillor Waters, deputy leader and portfolio holder for resources, presented the report.

The chief executive officer explained that the council needed to shift focus away from making further efficiency savings toward generating income. She explained that the report highlighted the potential for raising income through rents, development etc.

RESOLVED to:-

- 1) recommend to council that the capital programme allocation for asset investment be increased from £2.219m to £15.219m.
- 2) delegate authority to the deputy chief executive to take any further steps or make any decision required to progress this investment, in liaison with the Deputy Leader/Portfolio holder for Resources and the Chief Finance Officer (subject to approval by council of the required capital allocation)

***14. TRANSFORMATION PROGRAMME**

Councillor Waters, deputy leader, presented the report.

In response to a member's question, the chief executive officer explained that the switching of the responsibilities of the monitoring officer to NP law would not incur any additional costs as this was contained within the current cost framework. She also explained that a briefing with regard to the role of the monitoring officer would take place for all councillors to ensure understanding of the introduction of monitoring officer duties through NP law.

RESOLVED to:-

- 1) agree the deletion of the post following consultation; and
- 2) recommend to council the proposed statutory appointments and the required changes to the constitution to take effect from the 1 February 2014

***15. MANAGING ASSETS : GENERAL FUND**

Councillor Waters, deputy leader, presented the report.

RESOLVED to approve the disposal of the Enfield Road depot for best consideration.

***16. APPROPRIATION OF LAND FOR PLANNING PURPOSES**

Councillor Stonard presented the report.

RESOLVED to:-

- 1) appropriate (in accordance with section 122 of the Local Government Act 1972) land at the Rosary Road garage site (for the planning purposes as defined in section 226 of the Town and Country Planning Act 1990) as it is no longer required for the garage use for which it is currently held.
- 2) note that private rights of way over the land will be extinguished when it is developed in accordance with a planning permission which is incompatible with

the continuance of such rights (section 237 Town and Country Planning Act 1990).

- 3) authorise the deputy chief executive to use delegated powers to deal with all matters incidental to these land transactions.

CHAIR