



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, 24 September 2019

19:30

Agenda

Page nos

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 Public questions/petitions

To receive questions / petitions from the public

Please note that all questions must be received by the
committee officer detailed on the front of the agenda by
10am on Thursday 19 September 2019

Petitions must be received must be received by the
committee officer detailed on the front of the agenda by
10am on Monday 20 September 2019

For guidance on submitting public questions or petitions
please see appendix 1 of the council's constitution.

4 Minutes

5 - 16

To approve the accuracy of the minutes of the meeting held
on 23 July 2019

5 Questions to cabinet members / committee chairs

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

- | | | |
|-----------|--|----------------|
| 6 | Polling Places and Districts Review 2019 Purpose - To review Polling Districts, Polling Places and Polling Stations as required by Representation of the People Act 1983, the Electoral Administration Act 2006 and the Review of Polling District & Polling Places (Parliamentary Elections) Regulations 2006 | 17 - 30 |
| 7 | Treasury management full year review 2018-19 Purpose - To consider the Treasury Management performance for the year to 31 March 2019. | 31 - 44 |
| 8 | Replacement tenancy and estate management system Purpose - To consider an increase in the Housing Revenue Account Capital Programme to fund the acquisition and implementation of new tenancy and estate management software to replace the existing Academy housing management system. | 45 - 54 |
| 9 | Adjustment to the General Fund Capital Programme 2019 -20 – Replacement Lighting at St Andrews Multi-Storey Car Park Purpose - To approve a Salix Energy Efficient Loan Scheme (SEELS) funded budget of £285,000 within the General Fund Capital Programme 2019/20 to facilitate the installation of new energy efficient LED lighting at St Andrews Multi-Storey Car Park. | 55 - 64 |
| 10 | Motions Purpose - To consider motions for which notice has been received in accordance with appendix one of the council's constitution. | 65 - 74 |



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Information for members of the public

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COUNCIL**19:30 to 10:20****23 July 2019**

Present: Councillor Thomas (Va) (Lord Mayor), Bogelein, Brociek-Coulton Button, Carlo, Davis, Fulton-McAlister (E), Fulton-McAlister (M), Grahame, Harris, Huntley, Jones, Kendrick, Lubbock, Maguire, Maxwell, McCartney-Gray, Neale, Oliver, Osborn, Packer, Peek, Price, Ryan, Sands (M), Sarmezey, Schmierer, Stonard, Stutely, Thomas (Vi), Utton, Waters and Youssef

Apologies: Councillors Ackroyd, Driver, Giles, Manning, Sands (S) and Wright

1. Lord Mayor's Announcements

The Lord Mayor announced that the council's housing development at Goldsmith Street had won the Good Neighbour Award at the Housing Design Awards. It had been shortlisted for the Stirling Prize, one of only six schemes nationally and the first time social housing had been shortlisted.

The Lord Mayor invited Councillor Waters to say a few words about Dave Moorcroft the director of regeneration and development who was due to retire before the next meeting of council. Councillor Waters expressed his thanks to Dave for his hard work over the past four years working at the city council. He had been integral to the development and extension of the council's commercial acquisitions strategy.

The Lord Mayor had attended a number of events or visits in the past month, including: Roy Blower's memorial service, the civic association AGM, the Mile Cross festival and a number of summer fetes. He had enjoyed attending the Norwich University of the Arts graduations shows and been particularly inspired by a Celebration of Achievement event at the Virtual School for looked after children.

2. Declarations of Interest

Councillors Bogelein, Price, Sands (M), Sarmezey, Schmierer, Thomas (Vi) and the Lord Mayor declared pecuniary interests and Councillors Huntley and Stonard declared other interests in relation to item 8 (b) (below), Motion: School funding cuts.

3. Public Questions/Petitions

No public questions or petitions had been received.

4. Minutes

RESOLVED to agree the accuracy of the minutes of the ordinary and extraordinary meetings held on 25 June 2019 subject to the following amendment to the ordinary council meeting:

The following correction to be made by Councillor Neale to his supplementary question in the minutes at Appendix A, Question 6, supplementary question as follows: by deleting the phrase after “£millions” and replacing it with, the following:

“it should therefore be like London where the aim was for 50 per cent of affordable housing”

The complete sentence should therefore read:

“Councillor Neale by way of a supplementary question said that the council had only received 10 per cent of affordable housing and was therefore missing out on £millions: it should therefore be like London, where the aim was for 50 per cent of affordable housing.”

5. Questions to Cabinet Members/Committee Chairs

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

The questions are summarised as follows:

| | |
|-------------|---|
| Question 1 | Councillor Bogelein to the cabinet member for safe and sustainable city environment for an update on the Biodiversity Action Plan. |
| Question 2 | Councillor Neale to the cabinet member for safe and sustainable city environment asked about fixed penalty notices. |
| Question 3 | Councillor Osborn to the cabinet member for health and wellbeing about single use plastic. |
| Question 4 | Councillor Utton to the cabinet member for sustainable and inclusive growth about the loss of green spaces due to developments. |
| Question 5 | Councillor Carlo to the cabinet member for sustainable and inclusive growth about the council's support for the Western Link. |
| Question 6 | Councillor Price to the cabinet member for safe and sustainable city environment on the council's contract with Biffa. |
| Question 7 | Councillor Grahame to the cabinet member for safe and sustainable city environment about water fountains. |
| Question 8 | Councillor Youssef to the cabinet member for safe and sustainable city environment about support for school strikers. |
| Question 9 | Councillor Lubbock to the deputy leader and cabinet member for social housing regarding assessing elderly tenants with dementia. |
| Question 10 | Councillor Wright to the leader of the council regarding an update on a motion to the Pensions Committee of the Norfolk Pension Fund. |
| Question 11 | Councillor Manning to the leader of the council regarding the Lord Mayor's procession. |
| Question 12 | Councillor Button to the cabinet member for safe and sustainable city |

| | |
|-------------|---|
| | environment about Roar Power. |
| Question 13 | Councillor Maxwell to the cabinet member for social inclusion about the Norwich Pride event. |
| Question 14 | Councillor Peek to the deputy leader and cabinet member for social housing about Goldsmith Street housing. |
| Question 15 | Councillor Stutely to the cabinet member for safe and sustainable city environment about the feed your caddy campaign. |
| Question 16 | Councillor Fulton-McAlister (M) to the cabinet member for safer, stronger neighbourhoods about applying for 'Get Started' grants. |
| Question 17 | Councillor Ryan to the deputy leader and cabinet member for social housing about the 'Norwich Standard'. |
| Question 18 | Councillor Huntley to the cabinet member for social inclusion on the Home Energy Conservation Act report. |

(Details of the questions and responses were circulated at the meeting, and are attached to these minutes at Appendix A, together with a minute of any supplementary questions and responses.)

6. Annual audit committee report 2018-19

The Lord Mayor noted an amendment to the report on agenda page 54, paragraph 3 of the report as the year should read 2018-19 and not 2019-20.

Councillor Price moved the recommendations as set out in the report, seconded by Councillor Stutely.

Following debate, it was **RESOLVED**, unanimously to receive the annual committee report 2018-19.

7. Annual scrutiny committee review 2018-19

Councillor Ryan moved the recommendations as set out in the report, seconded by Councillor Sarmezey.

Following debate, it was **RESOLVED**, unanimously, to receive the annual scrutiny report 2018-19.

8. Motions to Council Motions

Notice of the following motions 8(a) to 8(f) as set out on the agenda had been received in accordance with Appendix 1 of the council's constitution.

8(a) Motion – Dying to work

Councillor Fulton-McAlister (M) moved and Councillor Waters seconded the motion.

Following debate, it was **RESOLVED**, unanimously, that:

Norwich City Council recognises and applauds the hard work, dedication and commitment to public service achieved by its staff, particularly during times of acute austerity facing local government. Recognising the continued importance of creating

and maintaining a valued, respected and supported workforce to enable the policies of this council to be successfully implemented in our city we applaud and support the Trade Union Congress new 'Dying to Work' campaign.

Council **RESOLVES** to

- (1) Support a charter which sets out an agreed way in which our employees will be supported, protected and guided throughout their employment, following a terminal diagnosis
- (2) recognise that terminal illness requires support and understanding and not additional and avoidable stress and worry
- (3) Acknowledge that terminally ill workers will be secure in the knowledge that we will support them following their diagnosis and we recognise that, safe and reasonable work can help maintain dignity, offer a valuable distraction and be therapeutic in itself.
- (4) We will provide our employees with the security of work, peace of mind and the right to choose the best course of action for themselves and their families which helps them through this challenging period with dignity and without undue financial loss.
- (5) We support the TUC's Dying to Work campaign so that all employees battling terminal illness have adequate employment protection and have their death in services protected for the loved ones they leave behind.
- (6) Call on employers in this city to support the TUC's Dying to Work campaign so as to raise the wider general quality of terms and conditions of employment needed in large areas of our local economy.
- (7) Delegate responsibility to the cabinet member with responsibility for HR to review and champion Norwich City Council employment policies and support the council's compliance with the spirit of the Charter.

8(b) Motion – School funding cuts

The Lord Mayor asked for nominations for a chair as he had a pecuniary interest in the following item and would not be able to take part in the debate or vote.

RESOLVED to appoint Councillor Maxwell as chair for the following item.

(Councillors Bogelein, Price, Sands (M), Sarmezey, Schmierer, Thomas (Vi) and the Lord Mayor having declared a pecuniary interest left the meeting at this point).

(Councillor Maxwell in the chair)

The chair announced that in the absence of Councillor Wright, Councillor Lubbock would be moving the motion. There had been a clerical amendment to the motion which had been circulated at the meeting, adding the word Norwich to the second paragraph after the words "In total", so that it read, "In total, Norwich school budgets".

A further amendment to the motion had been received from Councillor Fulton-McAlister which had been circulated to members at the meeting. The amendment was at resolution (2b) to remove “at least in line” and replace this with “above” and insert “and make up for the lost income after a decade of pay cuts.” after “leaving the profession.”

Councillor Wright had indicated that he was willing to accept the amendment and with no other objections from any other member, it became part of the substantive motion.

Councillor Lubbock moved and Councillor Utton seconded the motion as amended.

Following debate it was **RESOLVED**, unanimously, that:

Schools in Norwich are facing a bleak financial outlook due to a combination of inadequate government funding and increasing cost pressures.

In total, Norwich school budgets are £6.9m lower this year than they were in 2015/16.

Already we have seen local schools cut staff to the detriment of the pupils' education.

Across the country, many schools report having to ask for donations from parents, cutting back teaching hours, reducing staff numbers, reducing mental health support and reducing mentoring for vulnerable pupils.

Council **RESOLVES** to:

- (1) note with dismay;
 - a) the Government's failure to properly fund schools is jeopardising the education, and future opportunities, of young people in Norwich and is particularly letting down more vulnerable children, such as those with special educational needs and disabilities, and those who need mental health support
 - b) that years of real-terms pay cuts for teachers, coupled with the pressure caused by funding cuts in schools and excessive workload, have led to a crisis in retention and recruitment in the teaching profession. This is driving thousands of dedicated professionals out of the jobs they love, and further undermining the quality of education in our schools.
- (2) ask group leaders to write to the Secretary of State for Education and the Chancellor of the Exchequer, calling for them to:
 - a) reverse, in full, the real-terms cuts to per-pupil school budgets since 2015 – meaning schools in Norwich would receive £6.9m additional funding in 2020.
 - b) guarantee all Norwich teachers a pay rise which is above inflation next year, in order to reduce the number of talented teachers leaving the profession and make up for the lost income after a decade of pay cuts.

- c) provide additional funding to Norfolk County Council and others across the country, to give more support to children with special educational needs and disabilities

- (3) Recognise the importance of Free School Meals to school funding, and therefore ask cabinet, as a matter of urgency, to use all mechanisms under the control of this council to promote Free School Meals and encourage parents to apply.

(The Lord Mayor, Councillors Bogelein, Price, Sands (M), Sarmezey, Schmierer, Thomas (Vi) were readmitted to the meeting at this point.)

(The Lord Mayor took the chair)

8(c) Motion – Plastic free July

The Lord Mayor announced that the motion on Plastic free July was received before the motion on fairer taxation and therefore would be taken first. Amendments to the motion had been received from Councillor Maguire which had been circulated to members at the meeting. The amendments were as follows:

Inserting “including through One Planet Norwich” after “and thereafter” in resolution (1)

Inserting “continue working with responsible partner” at the beginning of resolution (1b) and replacing “set SMART targets” with “investigate the setting of appropriate SMART targets”

Replacing “carry out” with “continue” in resolution (2)

Inserting “within the restriction of the Landlord and Tenant Act” after “street traders” in resolution (3)

Inserting “continue to” after “ask cabinet to” in resolution (5)

Inserting “continue to” at the beginning of resolution (6)

Inserting “through the City Vision agenda” after “can be supported” in resolution (7)

Inserting “consider” at the beginning of resolution (8), amending “establish” to “establishing”, replacing “or” with “and continue to” and inserting “through ongoing assistance by our community enabling team” at the end of resolution (8)

Councillor Osborn had indicated that he was willing to accept the amendments and with no other objections from any other member, it became part of the substantive motion.

Councillor Osborn moved and Councillor Grahame seconded the motion as amended.

Following debate it was **RESOLVED** unanimously that:

The world's annual consumption of plastic materials has increased from around 5 million tonnes in the 1950s to nearly 100 million tonnes today.

In 2016, this council committed to become a 'single-use-plastic-free' authority by the end of 2017. Since then, the dangers of plastic pollution have been shown to be even more harmful than previously known.

The impact of plastic waste is a burden on the city; flytipping and litter affect our communities.

Norwich now has two zero-waste shops, and Plastic-Free July offers an opportunity to join a growing movement of forward-thinking councils and organisations avoiding plastic.

Council **RESOLVES** to:

- (1) support Plastic-Free July in 2020 and thereafter, including through One Planet Norwich by actively promoting the initiative to discourage plastic use, including with the business community and partners, including:
 - a) holding workshops and events; and
 - b) continue working with responsible partners engaging the public and business communities in bin audits before, during and after Plastic-Free July to identify how much and which types of plastic are currently being used, raise awareness, and investigate the setting of appropriate SMART targets to reduce this waste
- (2) continue bin audits in council buildings to identify how much and which types of plastic are currently being used, and set SMART targets to reduce the waste of these items ahead of Plastic-Free July 2020;
- (3) support market and street traders, within the restrictions of the Landlord and Tenant Act to end the supply of disposable plastics, and ask the cabinet to investigate the potential to introduce a Norwich equivalent of the "Freiburg Cup", a reusable cup that can be returned for a small deposit to any participating business, to support market traders and other businesses in the transition away from single-use plastics, and to promote Norwich Market as a plastic-free market;
- (4) ask cabinet to investigate establishing a "Plastic-Free Zone" programme that businesses can sign up to, to show that they avoid plastic where possible;
- (5) ask cabinet to continue to assess what more can be done to phase out plastics in procurement for Norwich City Council;
- (6) continue to work with partners to end plastic waste in events in Norwich, such as the Lord Mayor's Parade and Run Norwich;

- (7) ask cabinet to investigate how businesses that actively seek to reduce plastic waste can be supported, through the City Vision agenda, and work with partners including the New Anglia LEP and Norfolk Chambers of Commerce to achieve this; and
- (8) consider establishing regular repair cafés; and continue to support community groups to do so, through ongoing assistance by our community enabling team.

8(d) Motion – A fairer form of local taxation

Councillor Schmierer moved and Councillor Neale seconded the motion.

Following debate it was **RESOLVED** unanimously that:

The Institute for Fiscal Studies recently reported that the current council tax system hits the poorest residents much harder than it does the wealthiest.

This new analysis of the impact of tax and benefits on income inequality revealed that the poorest tenth of the population pay 8% of their income in council tax. This is more than double what the richest 40% pay (2-3%).

A band D property in Westminster currently pays £753.85 a year (2019-20), compared to £1,879.45 a year for a similar property in Norwich.

Council therefore **RESOLVES** to:

- (1) note with concern the regressive nature of the current council tax system and also how the cuts to local government from national government have forced councils to raise council tax year after year well above inflation to cover the shortfall;
- (2) ask cabinet to investigate fairer and more progressive forms of local taxation, including a land value tax, and the impact it would have on the residents of Norwich, in particular the poorest in society;
- (3) ask the leader of the council to write to the secretary of state calling on the government to implement such a fairer form of local government taxation and suggest it is tested in Norwich before being rolled out across the rest of England; and
- (4) welcome Norwich City Council's decision to maintain 100% council tax reduction for the city's poorest residents thus far.

(Members agreed to take agenda items 8(e) and the item on the supplementary agenda as unopposed business. Councillor Bogelein opposed motion 8 (f) and the item was therefore debated).

8(e) Motion – Motion to rescind decision

(This item was taken as unopposed business)

Councillor Waters moved and Councillor Maguire seconded the motion.

RESOLVED unanimously that:

In accordance with section 83 of appendix 1 of the council's constitution, the following motion to rescind the decision made at the meeting of council on 26 February 2019 in respect of the item on the Corporate Plan 2019-2022 has been received:

"That the decision to include the words 'and will establish a climate and environment scrutiny committee to oversee this work' in the Corporate Plan 2019 - 2022 be rescinded."

The motion has received the required ten signatures and was signed by councillors Waters, Harris, Maguire, Davis, Stonard, Maxwell, Giles, Peek, Stutely and Driver.

Council **RESOLVES** that the decision taken at the meeting of council on 26 July to include the words 'and will establish a climate and environment scrutiny committee to oversee this work' in the Corporate Plan 2019 - 2022 be rescinded.

8(f) Motion – Formation of a climate change executive panel

The Lord Mayor announced that an amendment to the motion had been received from Councillor Bogelein which had been circulated to members at the meeting. The amendment was to insert the words "and Environment" after "Emergency" to resolution (1). Councillor Maguire had indicated that he was willing to accept the amendment and with no other member objecting it became part of the substantive motion.

Further amendments to the motion had been received from Councillor Bogelein which had been circulated to members at the meeting. The amendments were as follows:

Amending resolution (1ai) by replacing the words "as soon as possible" with "by 2030 or earlier"

Amending resolution (1av) by replacing the words "framed by the 2040 City Vision" with the words "with reference to Jackson, T. 2019: Zero Carbon Sooner—The case for an early zero carbon target for the UK. CUSP Working Paper No 18. Guildford: University of Surrey"

Councillor Maguire had indicated that he was not willing to accept the amendment. These would therefore be dealt with in the usual way after the substantive motion had been moved and seconded.

Councillor Maguire moved and Councillor Waters seconded the motion.

Councillor Bogelein moved and Councillor Schmierer seconded the amendment to the motion.

Following debate it was **RESOLVED** with 9 members voting in favour, 23 members voting against and 1 member abstaining that the amendment to the motion was lost.

Following debate it was **RESOLVED** unanimously that:

On 30 January 2019, Council acknowledged the climate emergency that exists pointing out that it is inextricably linked to social and economic emergencies. On 26 February 2019, Council resolved to amend the corporate plan to ensure council services mitigate climate change, reduce carbon emissions, and are planned with an awareness of the latest UK climate impact projections.

If we are to have a sustainable future, we must marshal our efforts based on the best advice and expertise available.

In order to address climate change, council **RESOLVES** to:

- (1) set up a Climate Emergency and Environment Executive Panel which will:
 - a) consider climate change and sustainability including social and economic issues in both the short and the long term in order to gather information and generate reports to advise cabinet on:
 - i. their work to make the city of Norwich carbon neutral as soon as possible, considering both production and consumption emissions
 - ii. the continuation and expansion of its work of building climate-change resilient social housing
 - iii. their continued promotion of climate-change resilient planning and building
 - iv. working with other local authorities to determine and implement best practice methods to limit global warming to less than 1.5°C;
 - v. continuing and expanding their work with partners across the city and region to deliver this new goal through all relevant strategies and plans, framed by the 2040 City Vision.
 - b) be drawn from all parties in a politically balanced manner and composed of 7 members
 - c) consider:
 - i. what the council is doing now
 - ii. what it plans to do
 - iii. what it might do
 - iv. what other partners could do and
 - v. which other partners or agencies could help us

- vi. actions needed to be facilitated by or legislated for Government to enhance local action and lobby government to give these effect.
- vii. report directly to and advise cabinet including judgements on deliverability and prioritisation; and
- viii. have the power to ask for reports from officers and other outside experts in order to help with their recommendations to cabinet.

***9. Exclusion of the Public**

RESOLVED to exclude the public from the meeting during consideration of item *10 (below) on the grounds contained in the relevant paragraphs of Schedule 12A of the Local Government Act 1972 (as amended).

***10. Redundancy costs**

(This item was taken as unopposed business)

RESOLVED unanimously to approve the exit costs relating to a redundancy.

LORD MAYOR

Report to Council
24 September 2019
Report of Polling district review group
Subject Parliamentary Polling District and Places Review 2019

Item

6

Purpose

To review Polling Districts, Polling Places and Polling Stations as required by Representation of the People Act 1983, the Electoral Administration Act 2006 and the Review of Polling District & Polling Places(Parliamentary Elections) Regulations 2006

Recommendation

To approve the proposed changes to polling districts and places as set out at paragraph 18 of the report.

Corporate and service priorities

The report helps to meet the corporate priority of a healthy organisation

Financial implications

None

Ward/s: All Wards

Chair of Polling District Review Group: Councillor Giles

Cabinet member: Councillor Kendrick - Resources

Contact officers

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Report

Background

1. The Local Government Boundary Commission for England (LGBCE) published the final recommendations on new ward boundaries following its review of the electoral arrangements for the city council on 6 November 2018. Following this, a statutory order to implement the ward boundary changes was laid before Parliament in December 2018.
2. An interim polling districts and polling places review was carried out to ensure that new electoral arrangements were in place for the local elections on 2 May 2019. As this was an interim review and there was still a requirement for a full parliamentary polling district and places review to be completed no later than 31 January 2020.
3. Under the Representation of the People Act 1983, the Electoral Administration Act 2006 and the Review of Polling District & Polling Places (Parliamentary Elections) Regulations 2006, Norwich City Council has a duty to divide the district into polling districts and to designate a polling place for each polling district. It also has to keep these arrangements under review.
4. In order to comply with the above legislation Norwich City Council is required to complete a full review of all polling districts and polling places every five years. However this does not prevent changes being made at any time prior to the next review. The arrangements made for United Kingdom Parliamentary elections are also used at all other elections and referenda.
5. The scope of the 2019 polling district and polling station review was to cover the following:
 - a) Ensure all polling stations have suitable access arrangements in place.
 - b) Ensure that all polling stations have suitable arrangements for the conduct of the poll (e.g. lighting, space, seating).
 - c) Identify polling stations which are now unavailable or were not fit for purpose during the 2019 local elections, and identify suitable alternatives where possible.
 - d) Identify all polling stations located in schools, and find suitable alternative venues where possible. We have found it increasingly difficult to use schools due to safeguarding issues.
 - e) Identify where there is a difference between wards and divisions ensuring electors are voting in the correct area at the relevant election.
 - f) Make adjustments to existing polling districts, for administrative purposes in order to improve the delivery of elections.

- g) Identify wards which are split by parliamentary constituency boundaries, and ensuring that polling district boundaries align closely with the existing constituency boundaries and that suitable polling station provision are made for all electors.
- h) Ensure there are no more than 2500 electors (excluding absent voters) allocated to a particular polling station as per the Electoral Commission's guidance.

6. The notice of the review was published on 14 June 2019 with the following timetable:

Timetable for the review

| | |
|--------------------------|--|
| 14 June 2019 | Publish notice of review and accept comments on existing arrangements. |
| 27 June 2019 | First meeting of the Polling District Review Working Group. (Minutes available on the council's website) |
| 28 June - 24 July 2019 | Publication of Acting Returning Officer's (ARO's) proposals and start of public consultation. (Available on the council's website). |
| 25 July 2019 | Publication of responses to ARO proposals and initial consultation public responses. (Available on the council's website) |
| 25 July 2019 | Polling District Review Working Group to agree on ARO's proposals and amend where required. (Minutes available on the council's website) |
| 26 July - 29 August 2019 | Consultation on revised AROs proposals as agreed by the Polling District Review Working Group. (Available on the council's website) |
| 5 September 2019 | Polling District Review Working Group to agree polling district review to recommend changes to council. (Minutes available on the council's website) |
| 24 September 2019 | Full meeting of council to agree changes. |
| 1 December 2019 | Register of Electors to be published with the new polling districts and agreed polling places and stations. |

7. There is also a requirement to publicise the review and actively seek input from key stakeholders, on the proposed polling districts and polling stations to be used for any elections in the city council area. The key stakeholders were:
- a) the public
 - b) disability groups
 - c) community groups
 - d) political parties
 - e) councillors (city/county)
 - f) Acting Returning Officer from South Norfolk and Broadland District Councils
8. A cross party polling district and polling places working group met during the consultation period to help formulate a polling district and polling places scheme. The working group was politically balanced and consisted of 4 Labour Party, 2 Green Party and 1 Lib Dem councillor(s). Minutes of the meetings of the group can be found on the council's website [here](#).
9. The consultation period was conducted in three stages and as detailed in paragraphs 13 to 17 of this report.
10. The democratic and elections manager supported by the working group and the (A)RO developed the proposed polling district and places scheme for the local and Police and Crime Commissioner elections in May 2020. At its final meeting on 5 September 2019 the working party met to the above recommendations for council to consider (detailed at paragraph 18 of this report).
11. The working party considered polling station venues as part of the review (particularly in regards to access for disabled voters). Comments from the consultation and local knowledge from members of the group was taken into account. However the A(RO) had to take into account availability of premises and access arrangements before making any decisions. There are still a number of ongoing issues regarding some polling districts which have been detailed in appendix A to this report.
12. Should council decide to adopt the scheme, the electoral register will be republished using the new polling district boundaries the next time the electoral register is published. Currently this is scheduled for the 1 December 2019. Publication of the electoral register could be delayed to 1 February 2020 if there is a UK General Election before December. Elections on these boundaries will take place on 7 May 2020.

Consultation

13. At the start of the review on 14 June 2019, comments were invited on the current polling scheme and particularly comments were invited on the accessibility and voter experience of existing polling stations used at the last election in May 2019.
14. On 28 June, a proposed polling scheme developed by the democratic and elections manager on behalf of the (A)RO was presented to the working group and the public for comments on as part of the first stage of the consultation. Comments were invited from the public and other stakeholders with the first stage of the consultation closing on 24 July 2019.
15. At a meeting on 25 July 2019 the working group agreed a revised polling scheme and this presented to the public for the final part of the consultation on 26 July 2019. The final part of the consultation closed on 29 August 2019 and the working party met on 5 September 2019 approve to the recommendations for council to consider (detailed at paragraph 18 of this report).
16. Stakeholders were contacted throughout the process and comments were invited at each stage of the consultation period.
17. Details of all consultation responses can be found on the council website [here](#).

Recommendations to council

18. The following recommendations are being proposed:

(1) In Bowthorpe ward to:

- a) move the boundary between BO2 and BO3 so that the Fourways Centre is placed within the BO3 polling district
- b) Move properties 638 to 656 Dereham Road from BO2 to BO3 due to their proximity to the Fourways Centre

(2) In Catton Grove ward to:

- a) Use The Box (Catton Grove Local) on Woodcock Road as the polling station for the CG2 polling district
- b) Expand the CG4 polling district to include the electors living east of Weston Road (currently part of the CG2 polling district)
- c) Move the boundary between CG4 and CG5 polling districts to the middle of St Clements Hill to ensure the number of electors within each remains within recommended levels
- d) Make the boundary between the CG2 and CG3 polling districts along Aylsham Road by the public footpath running to Palmer Road, keeping Copenhagen Road within the CG3 polling district.

- e) Make the boundary of the CG2 polling district between the CG2 and CG4 polling districts should be from north to south and should run down the middle of Beech Drive until it runs parallel with the north east corner of Catton Grove Primary School

(3) In Crome ward to make no changes to the current arrangements

(4) In Eaton ward to:

- a) Reduce the number of polling districts within the Eaton ward from five to four, removing the polling district currently named EA3.
- b) Expand the EA1 polling district to include the area north and east of Bluebell Road
- c) Expand the EA2 polling district southwards to cover Marston Lane
- d) Rename the existing EA5 and EA5A to EA3 and EA3A and expand to cover both sides of Judges Walk
- e) Expand EA4 to cover the area south of Newmarket Road and the area around Bluebell Road and Poplar Avenue.

(5) In Lakenham ward to:

- a) use Arkwrights Social Club on Hobart Square as a polling station for the LA3, LA3A and LA3B polling districts
- b) move the residents on Lindley Street, Meadowbank and Stratford Drive from the LA3 polling district to the LA4 polling district

(6) In Mancroft ward to:

- a) Ask the ARO to continue to look for a suitable polling station for the MA4 polling district
- b) Ask the ARO to continue to look for an alternative polling station for the MA3 polling district
- c) Split the MA2 polling district into two separate polling districts with MA2 covering the area south of St Crispins Road and a new MA5 polling district covering the area north of St Crispins Road.

(7) In Mile Cross ward to:

- a) Expand the MX1 polling district to include the area around Drayton Road up to Junction Road and the area south of Drayton Road up to Mile Cross Road.

- b) Reduce the MX2 polling district by moving the area south of Margaret Paston Avenue, the Swanton Road area and Galley Hill into the MX3 polling district
- c) Retain the area around the Swanton Road depot within the MX3 polling district.
- d) Move residents living on the western side of Mile Cross Road and north of Margaret Paston Avenue into the MX4 polling district.
- e) Use a temporary polling station for the MX3 polling district to be situated in the carpark at Sloughbottom Park.

(8) In Nelson ward to:

- a) Ask the ARO to continue to look for a suitable venue to be used as a polling station for the NE4 polling district
- b) Move Recreation Road and the area south of The Avenues (from Recreation Road to Mill Hill Road) to the NE2 polling district
- c) Expand the NE3 polling district to include Lincoln Street, Portland Street, Dover Street, Warwick Street, Mill Hill Road, West Parade and the south eastern part of Park Lane.
- d) Move the residents of the north side of Earlham Road, between Edinburgh Road up to the boundary with UN5A and the South Lodge on Earlham Road from the NE1 to the NE2 polling district.

(9) In Sewell ward to:

- a) Move the area around Waterloo Road, Temple Road and Albany Road from the SE1 to the SE2 polling district.
- b) Move Bell Road, the northern side of Branford Road and the western side of Silver Road from the SE4 polling district to the SE2 polling district.
- c) Move the boundary of the SE2 polling district to the west around Sewell Park Academy to the middle of St Clements Hill.
- d) Include the area around Shipstone Road south to Magpie Road in the SE3 polling district.
- e) Move residents between the southern part of Branford Road and the northern part of Beaconsfield Road to the SE4 polling district.
- f) Use St Mary Magdalene Church on Silver Road as the polling station for the SE4 polling station.

(10) In Thorpe Hamlet ward to make no changes to the existing arrangements

(11) In Town Close ward to:

- a) move the whole of Beaumont Place from the TC1 polling district to the TC2 polling district.
- b) Create a TC5 polling district east of the middle of the Lakenham Way footpath, including the whole of Brazen Gate, include Southwell Road, Langham Place and the eastern side of Grove Road to the north of Southwell Road.
- c) Ask the ARO to investigate the use of a temporary polling station on Southwell Road to be used for the TC5 polling district

(12) In University ward to:

- a) Rename UN1 to UN1A, UN1A to UN1, UN6 to UN6A and UN6A to UN6 to ensure a consistent approach to polling district naming across the Norwich City Council area.
- b) Move the UEA residences on Wilberforce Road from UN6 to UN2.
- c) Expand the UN1 polling district to include residents living at The Gardens, 530-532 Earlham Road, Earlham School House and St Anne's Vicarage.
- d) In Wensum ward to make no changes to the existing arrangements.

Conclusion

19. If council approves the changes, this will take effect at the publication of the electoral register. This is currently scheduled for 1 December 2019. If a UK general election takes place before this date, publication of the electoral register could be delayed until 1 February 2020. Any local ward or division by-elections would take place under the current arrangements until the publication date.
20. Appendix A provides details of the polling schemes for UK parliamentary, Norwich City Council ward and Norfolk County Council division elections. Although the polling districts remain the same, they may be organised differently depending on the electoral boundaries for a particular election.
21. There are still some outstanding issues regarding some polling districts. Where the polling scheme in Appendix A states the ARO is still investigating new venues, this will continue until new polling stations have been confirmed. The polling district review group will be kept informed throughout this process and if any polling place changes are required, an interim review can take place. If a polling station becomes unavailable or unusable, the ARO can use their powers to find a new venue.
22. There may be a case for an interim review if county division or UK parliamentary boundary reviews take place. Norfolk County Council is currently reviewing its governance arrangements. The polling district review group would be asked to meet under these circumstances and council could agree to submit proposals to any such review.

22. On publication TC1-TC5 polling districts will be renamed TO1-TO5. This is an administrative change and does not form part of the polling district review. The change has been made to align the alphabetical order of the wards Thorpe Hamlet and Town Close with polling district codes.

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 the completion of the assessment can be found [here](#). Delete this row after completion

Report author to complete

| | |
|--|---|
| Committee: | Council |
| Committee date: | 24 September 2019 |
| Director / Head of service | Anton Bull |
| Report subject and description: | Polling places and district review 2019 - To consider the polling places and district review 2019 |
| Date assessed: | 13 September 2019 |

| | 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"/> | |
| | | | | |

| | | | | |
|--|-------------------------------------|--------------------------|--------------------------|----------|
| | Impact | | | |
| 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"/> | |
| 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 |
| |

| Register Code | Constituency | Polling Station | Ward | Polling Station | Division | Polling Station | Venue(s) Confirmed | Further ARO comments on consultation |
|----------------------|---------------|---|---------------|---|---------------|---|--------------------|--|
| BO1 | Norwich South | Chapelbreak Village Hall, Harpsfield | Bowthorpe | Chapelbreak Village Hall, Harpsfield | Bowthorpe | Chapelbreak Village Hall, Harpsfield | Yes | No comment |
| BO2 | Norwich South | Clover Hill Village Hall, Humbleyard | Bowthorpe | Clover Hill Village Hall, Humbleyard | Bowthorpe | Clover Hill Village Hall, Humbleyard | Yes | No comment |
| BO3 | Norwich South | Fourways Centre, Stevenson Road | Bowthorpe | Fourways Centre, Stevenson Road | Bowthorpe | Fourways Centre, Stevenson Road | Yes | No comment |
| BO4 | Norwich South | Bowthorpe Church Centre, Bowthorpe Hall Road | Bowthorpe | Bowthorpe Church Centre, Bowthorpe Hall Road | Bowthorpe | Bowthorpe Church Centre, Bowthorpe Hall Road | Yes | No comment |
| CG1 | Norwich North | Greenfields Community Centre, Ives Road | Catton Grove | Greenfields Community Centre, Ives Road | Catton Grove | Greenfields Community Centre, Ives Road | Yes | No comment |
| CG2 | Norwich North | The Box, Catton Grove Big Local, 16 Woodcock Road | Catton Grove | The Box, Catton Grove Big Local, 16 Woodcock Road | Catton Grove | The Box, Catton Grove Big Local, 16 Woodcock Road | Yes | No comment |
| CG3 | Norwich North | Catton Grove Community Centre, Jewson Road | Catton Grove | Catton Grove Community Centre, Jewson Road | Catton Grove | Catton Grove Community Centre, Jewson Road | Yes | No comment |
| CG4 | Norwich North | Oak Grove Chapel, 70 Catton Grove Road | Catton Grove | Oak Grove Chapel, 70 Catton Grove Road | Catton Grove | Oak Grove Chapel, 70 Catton Grove Road | Yes | No comment |
| CG5 | Norwich North | Shipfields Community Centre, Shipfield | Catton Grove | Shipfields Community Centre, Shipfield | Catton Grove | Shipfields Community Centre, Shipfield | Yes | No comment |
| CR1 | Norwich North | Pilling Park Community Centre, Pilling Park Road | Crome | Pilling Park Community Centre, Pilling Park Road | Catton Grove | Pilling Park Community Centre, Pilling Park Road | Yes | No comment |
| CR2 | Norwich North | Fugill Green Sheltered Housing Scheme, Fugill Green | Crome | Fugill Green Sheltered Housing Scheme, Fugill Green | Catton Grove | Fugill Green Sheltered Housing Scheme, Fugill Green | Yes | No comment |
| CR3 | Norwich North | Plumstead Road Library, Plumstead Road | Crome | Plumstead Road Library, Plumstead Road | Catton Grove | Plumstead Road Library, Plumstead Road | Yes | No comment |
| CR3(S) | Norwich South | The Community Room, Don Pratt Court | Crome | Plumstead Road Library, Plumstead Road | Thorpe Hamlet | The Community Room, Don Pratt Court | Yes | No comment |
| CR4 | Norwich North | St Francis Church, 100 Rider Haggard Road | Crome | St Francis Church, 100 Rider Haggard Road | Catton Grove | St Francis Church, 100 Rider Haggard Road | Yes | No comment |
| CR5(S) | Norwich South | The Community Room, Don Pratt Court | Crome | The Community Room, Don Pratt Court | Thorpe Hamlet | The Community Room, Don Pratt Court | Yes | No comment |
| EA1 | Norwich South | Eaton Park Community Centre, South Park Avenue | Eaton | Eaton Park Community Centre, South Park Avenue | Eaton | Eaton Park Community Centre, South Park Avenue | Yes | No comment |
| EA2 | Norwich South | United Reformed Church, Ipswich Road | Eaton | United Reformed Church, Ipswich Road | Eaton | United Reformed Church, Ipswich Road | Yes | No comment |
| EA3 | Norwich South | Eaton Parish Hall, Colman Road | Eaton | Eaton Parish Hall, Colman Road | Eaton | Eaton Parish Hall, Colman Road | Yes | No comment |
| EA3A | Norwich South | Eaton Parish Hall, Colman Road | Eaton | Eaton Parish Hall, Colman Road | Town Close | East Anglian Tennis and Squash Club, Lime Tree Road | Yes | No comment |
| EA4 | Norwich South | The Church of Jesus Christ of the Latter Day Saints, 19 Greenways | Eaton | The Church of Jesus Christ of the Latter Day Saints, 19 Greenways | Eaton | The Church of Jesus Christ of the Latter Day Saints, 19 Greenways | Yes | No comment |
| LA1 | Norwich South | Tuckswood Library, Robin Hood Road | Lakenham | Tuckswood Library, Robin Hood Road | Lakenham | Tuckswood Library, Robin Hood Road | Yes | No comment |
| LA2 | Norwich South | Old Lakenham Community Centre 71-75 Harwood Road | Lakenham | Old Lakenham Community Centre 71-75 Harwood Road | Lakenham | Old Lakenham Community Centre | Yes | No comment |
| LA2A | Norwich South | Old Lakenham Community Centre 71-75 Harwood Road | Lakenham | Old Lakenham Community Centre 71-75 Harwood Road | Thorpe Hamlet | The Crown Room, Wensum Lodge, King Street | Yes | No comment |
| LA3 | Norwich South | Arkwrights Social Club, Hobart Square | Lakenham | Arkwrights Social Club, Hobart Square | Lakenham | Arkwrights Social Club, Hobart Square | Yes | No comment |
| LA3A | Norwich South | Arkwrights Social Club, Hobart Square | Lakenham | Arkwrights Social Club, Hobart Square | Mancroft | Chantry Hall, Chantry Road | Yes | No comment |
| LA3B | Norwich South | Arkwrights Social Club, Hobart Square | Lakenham | Arkwrights Social Club, Hobart Square | Thorpe Hamlet | The Crown Room, Wensum Lodge, King Street | Yes | No comment |
| LA4 | Norwich South | Jubilee Centre, Long John Hill | Lakenham | Jubilee Centre, Long John Hill | Lakenham | Jubilee Centre, Long John Hill | Yes | No comment |
| MA1 | Norwich South | Russell Street Community Centre, Russell Street | Mancroft | Russell Street Community Centre, Russell Street | Mancroft | Russell Street Community Centre, Russell Street | Yes | No comment |
| MA2 | Norwich South | Norwich Central Baptist Church, Duke Street | Mancroft | Norwich Central Baptist Church, Duke Street | Mancroft | Norwich Central Baptist Church, Duke Street | Yes | No comment |
| MA3 | Norwich South | Chantry Hall, Chantry Road | Mancroft | Chantry Hall, Chantry Road | Mancroft | Chantry Hall, Chantry Road | Yes | Existing arrangements in place, ARO opinion is that this is well known in area with excellent access arrangements |
| MA4 | Norwich South | Wensum Lodge, King Street | Mancroft | Wensum Lodge, King Street | Mancroft | Wensum Lodge, King Street | Yes | Although no venue has been found in MA4/MA4A. A separate room has been sourced at the existing polling place to separate from TH1. The ARO will continue to seek a new venue. |
| MA4A | Norwich South | Wensum Lodge, King Street | Mancroft | Wensum Lodge, King Street | Thorpe Hamlet | The Crown Room, Wensum Lodge, King Street | Yes | Although no venue has been found in MA4/MA4A. A separate room has been sourced at the existing polling place to separate from TH1. The ARO will continue to seek a new venue. |
| MA5 | Norwich South | Alive Church (Citygates Centre), Cowgate | Mancroft | Alive Church (Citygates Centre), Cowgate | Mancroft | Alive Church (Citygates Centre), Cowgate | Yes | No comment |
| MX1 | Norwich North | St Lukes Church Centre, Aylsham Road | Mile Cross | St Lukes Church Centre, Aylsham Road | Mile Cross | St Lukes Church Centre, Aylsham Road | Yes | No comment |
| MX1A | Norwich North | St Lukes Church Centre, Aylsham Road | Mile Cross | St Lukes Church Centre, Aylsham Road | Catton Grove | Catton Grove Community Centre, Jewson Road | Yes | No comment |
| MX1B | Norwich North | St Lukes Church Centre, Aylsham Road | Mile Cross | St Lukes Church Centre, Aylsham Road | Catton Grove | Catton Grove Community Centre, Jewson Road | Yes | No comment |
| MX2 | Norwich North | Norman Centre, Bignold Road | Mile Cross | Norman Centre, Bignold Road | Mile Cross | Norman Centre, Bignold Road | Yes | No comment |
| MX3 | Norwich North | Temporary Polling Station, Sloughbottom Park Car Park, Drayton Road | Mile Cross | Temporary Polling Station, Sloughbottom Park Car Park, Drayton Road | Mile Cross | Temporary Polling Station, Sloughbottom Park Car Park, Drayton Road | TBC | New venue, final details being confirmed. If temporary station of carpark not available, the Norman Centre would be used. |
| MX4 | Norwich North | St Catherine's Church Hall, Mile Cross Road | Mile Cross | St Catherine's Church Hall, Mile Cross Road | Mile Cross | St Catherine's Church Hall, Mile Cross Road | Yes | No comment |
| NE1 | Norwich South | Belvedere Community Centre, Belvior Street | Nelson | Belvedere Community Centre, Belvior Street | Nelson | Belvedere Community Centre, Belvior Street | yes | No comment |
| NE1A | Norwich South | Belvedere Community Centre, Belvior Street | Nelson | Belvedere Community Centre, Belvior Street | Wensum | Wensum Community Centre, Hotblack Road | Yes | No comment |
| NE2 | Norwich South | Recreation Road Sports Centre, Recreation Road | Nelson | Recreation Road Sports Centre, Recreation Road | Nelson | Recreation Road Sports Centre, Recreation Road | Yes | No comment |
| NE3 | Norwich South | Trinity United Reformed Church, Unthank Road | Nelson | Trinity United Reformed Church, Unthank Road | Nelson | Trinity United Reformed Church, Unthank Road | Yes | No comment |
| NE4 | Norwich South | St Peters Jessopp Road Church, Jessopp Road | Nelson | St Peters Jessopp Road Church, Jessopp Road | Nelson | St Peters Jessopp Road Church, Jessopp Road | Yes | Existing arrangements in place, the ARO opinion is that this is well known in area with excellent access arrangements despite not being in ward. Heigham Park Bowls club was not an accessible venue |
| NE5 | Norwich South | Community Lounge, Douro Place Sheltered Housing Scheme, Douro Place | Nelson | Community Lounge, Douro Place Sheltered Housing Scheme, Douro Place | Mancroft | Community Lounge, Douro Place Sheltered Housing Scheme, Douro Place | Yes | No comment |
| SE1 | Norwich North | Rosebery Road Methodist Church, Rosebery Road | Sewell | Rosebery Road Methodist Church, Rosebery Road | Sewell | Rosebery Road Methodist Church, Rosebery Road | Yes | No comment |
| SE2 | Norwich North | Christchurch Centre, Magdalen Road | Sewell | Christchurch Centre, Magdalen Road | Sewell | Christchurch Centre, Magdalen Road | Yes | No comment |
| SE3 | Norwich North | Silver Road Community Centre, Silver Road | Sewell | Silver Road Community Centre, Silver Road | Sewell | Silver Road Community Centre, Silver Road | Yes | No comment |
| SE4 | Norwich North | St Mary Magdalene Church, Silver Road | Sewell | St Mary Magdalene Church, Silver Road | Sewell | St Mary Magdalene Church, Silver Road | Yes | New venue confirmed and booked. |
| TH1 | Norwich South | Wensum Lodge, King Street | Thorpe Hamlet | Wensum Lodge, King Street | Thorpe Hamlet | Wensum Lodge, King Street | Yes | No comment |
| TH2 | Norwich South | Maids Head, Tombland | Thorpe Hamlet | Maids Head, Tombland | Thorpe Hamlet | Maids Head, Tombland | Yes | No comment |
| TH3 | Norwich South | The Norwich Hotel, Thorpe Road | Thorpe Hamlet | The Norwich Hotel, Thorpe Road | Thorpe Hamlet | The Norwich Hotel, Thorpe Road | Yes | No comment |
| TH4 | Norwich South | St Matthews Church, Telegraph Lane West | Thorpe Hamlet | St Matthews Church, Telegraph Lane West | Thorpe Hamlet | St Matthews Church, Telegraph Lane West | Yes | No comment |
| TC1 (Renaming as TO1 | Norwich South | Community Lounge, Melbourne Cottages Sheltered Housing Scheme, Union Street | Town Close | Community Lounge, Melbourne Cottages Sheltered Housing Scheme, Union Street | Town Close | Community Lounge, Melbourne Cottages Sheltered Housing Scheme, Union Street | Yes | No comment |
| TC2 (Renaming as TO2 | Norwich South | Cambridge Street Hall, Cambridge Street | Town Close | Cambridge Street Hall, Cambridge Street | Town Close | Cambridge Street Hall, Cambridge Street | Yes | No comment |
| TC3 (Renaming as TO3 | Norwich South | St Albans Church Hall, Grove Walk | Town Close | St Albans Church Hall, Grove Walk | Town Close | St Albans Church Hall, Grove Walk | Yes | No comment |
| TC4 (Renaming as TO4 | Norwich South | East Anglian Tennis and Squash Club, Lime Tree Road | Town Close | East Anglian Tennis and Squash Club, Lime Tree Road | Town Close | East Anglian Tennis and Squash Club, Lime Tree Road | Yes | No comment |
| TC5 (Renaming as TO5 | Norwich South | St Albans Church Hall, Grove Walk | Town Close | St Albans Church Hall, Grove Walk | Town Close | St Albans Church Hall, Grove Walk | Yes | Existing arrangements in place, the ARO is scoping a potential new venue on Trafalgar Street, using a temporary polling station on open space. |
| UN1 | Norwich South | St Marys Church Hall, Hutchinson Road | University | St Marys Church Hall, Hutchinson Road | University | St Marys Church Hall, Hutchinson Road | Yes | Re-named UN1A |
| UN1A | Norwich South | St Marys Church Hall, Hutchinson Road | University | St Marys Church Hall, Hutchinson Road | Bowthorpe | West Earham Community Centre, Wilberforce Road | Yes | Re-named UN1 |
| UN1B | Norwich South | St Marys Church Hall, Hutchinson Road | University | St Marys Church Hall, Hutchinson Road | Wensum | Cadge Road Community Centre, Cadge Road | Yes | No comment |
| UN2 | Norwich South | The Green Room, UEA | University | The Green Room, UEA | University | The Green Room, UEA | Yes | No comment |
| UN3 | Norwich South | George Carver Court Sheltered Housing Scheme, 97A George Carver Court | University | George Carver Court Sheltered Housing Scheme, 97A George Carver Court | University | George Carver Court Sheltered Housing Scheme, 97A George Carver Court | Yes | No comment |
| UN4 | Norwich South | St Annes Church Hall, Colman Road | University | St Annes Church Hall, Colman Road | University | St Annes Church Hall, Colman Road | Yes | No comment |
| UN4A | Norwich South | St Annes Church Hall, Colman Road | University | St Annes Church Hall, Colman Road | Wensum | Cadge Road Community Centre, Cadge Road | Yes | No comment |
| UN5 | Norwich South | St Peters Jessopp Road Church, Jessopp Road | University | St Peters Jessopp Road Church, Jessopp Road | University | St Peters Jessopp Road Church, Jessopp Road | Yes | No comment |
| UN5A | Norwich South | St Peters Jessopp Road Church, Jessopp Road | University | St Peters Jessopp Road Church, Jessopp Road | Wensum | Cadge Road Community Centre, Cadge Road | Yes | No comment |
| UN6 | Norwich South | West Earham Community Centre, Wilberforce Road | University | West Earham Community Centre, Wilberforce Road | University | St Marys Church Hall, Hutchinson Road | Yes | Re-named UN6A |
| UN6A | Norwich South | West Earham Community Centre, Wilberforce Road | University | West Earham Community Centre, Wilberforce Road | Bowthorpe | West Earham Community Centre, Wilberforce Road | Yes | Re-named UN6 |
| WE1 | Norwich South | Marlpit Community Centre, Hellesdon Road | Wensum | Marlpit Community Centre, Hellesdon Road | Wensum | Marlpit Community Centre, Hellesdon Road | Yes | No comment |
| WE2 | Norwich South | Waddington Court Sheltered Housing Scheme, Waddington Court | Wensum | Waddington Court Sheltered Housing Scheme, Waddington Court | Wensum | Wensum Community Centre, Hotblack Road | Yes | No comment |
| WE2A | Norwich South | Waddington Court Sheltered Housing Scheme, Waddington Court | Wensum | Waddington Court Sheltered Housing Scheme, Waddington Court | Mancroft | Waddington Court Sheltered Housing Scheme, Waddington Court | Yes | No comment |
| WE3 | Norwich South | Wensum Community Centre, Hotblack Road | Wensum | Wensum Community Centre, Hotblack Road | Wensum | Wensum Community Centre, Hotblack Road | Yes | No comment |
| WE4 | Norwich South | Cadge Road Community Centre, Cadge Road | Wensum | Cadge Road Community Centre, Cadge Road | Wensum | Cadge Road Community Centre, Cadge Road | Yes | No comment |

Report to Council
Date 24 September 2019
Report of Chief finance officer
Subject Treasury Management Full Year Review Report 2018-19

Item

7

Purpose

This report sets out the Treasury Management performance for the year to 31 March 2019.

Recommendation

To note the report and the treasury activity for the year ending 31 March 2019.

Financial implications

The report has no direct financial consequences however it does report on the performance of the council in managing its borrowing and investment resources.

Ward/s: All wards

Cabinet member: Councillor Kendrick, resources

Contact officers

Karen Watling, chief finance officer

01603 212440

Background documents

None

Report

Background

1. The council is required by regulations issued under the Local Government Act 2003 to produce an annual review of its treasury management activities and the actual prudential and treasury indicators for 2018-19. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).
2. This report details the results of the council's treasury management activities for the financial year 2018-19. It compares this activity to the Treasury Management Strategy for 2018-19, approved by Full Council on 20 February 2018. It will also detail any issues that have arisen in treasury management during this period.

Introduction

3. Treasury Management relates to the policies, strategies and processes associated with managing the cash and debt of the Council through appropriate borrowing and lending activity. It includes the effective control of the risks associated with the lending and borrowing activity and the pursuit of optimum performance consistent with the risks.
4. For the 2018/19 financial year the minimum reporting requirements were:
 - (a) an annual Treasury Management Strategy in advance of the year (Council 20 February 2018).
 - (b) a mid-year Treasury Management Review report (Cabinet 12 December 2018).
 - (c) an annual review following the end of the year describing the activity compared to the strategy (this report).
5. The regulatory environment places responsibility on members to review and scrutinise treasury management policy and activities. This report is therefore important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the council's policies which have previously been approved by members. This report summarises the following:-
 - (a) Capital activity during the year (paragraphs 6 - 8)
 - (b) Impact of this activity on the Council's underlying indebtedness (the Capital Financing Requirement) (paragraphs 9 - 15)
 - (c) The actual prudential and treasury indicators (paragraphs 16-20)
 - (d) Overall treasury position identifying how the Council has borrowed in relation to this indebtedness, and the impact on investment balances (paragraphs 21-25)
 - (e) Borrowing strategy and detailed debt activity (paragraphs 26-31)
 - (f) Investment strategy and detailed investment activity (paragraphs 32-40)

The Council's Capital Expenditure and Financing 2018-19

6. The 2018-19 capital programme budgets were approved as part of the budget papers by full Council on 20 February 2018. Subsequent to this there were approved revisions to the 2018-19 capital budgets to include the 2017/18 capital carry forwards and new capital schemes approved during the year. The final capital programme budget is shown in **Table 1** along with the mid-year estimate as reported to Cabinet in December 2018.
7. Actual capital spending was under budget for the year by £71.813m. This capital spending included spend on individual capital projects, commercial property investment, and a capital loan made in year to the council's wholly owned subsidiary Norwich Regeneration Ltd. The actual level of revenue and borrowing needed to finance the expenditure was less than that originally estimated. The actual capital expenditure forms one of the required prudential indicators. **Table 1** shows the estimates and then the actual capital expenditure for 2018-19 and how this was financed in the year:

Table 1

| | 2018/19 Original Budget | 2018/19 Final Budget | 2018/19 Mid-Year Estimate | 2018/19 Actual Outturn | Variance |
|----------------------------------|-------------------------------|----------------------------|---------------------------------|------------------------------|-----------------|
| Capital Expenditure | £m | | £m | £m | £m |
| General Fund capital expenditure | 42.793 | 78.769 | 36.441 | 27.394 | (51.375) |
| General Fund capital loans | | 1.881 | 1.881 | 0.900 | (0.981) |
| HRA Capital expenditure | 31.572 | 45.857 | 30.086 | 26.400 | (19.457) |
| | 74.365 | 126.507 | 68.408 | 54.694 | 71.813 |
| | | | | | |
| Financed by | | | | | |
| Capital Receipts | 5.221 | 15.200 | 6.571 | 5.704 | (9.496) |
| Capital Grants/Contributions | 3.265 | 8.303 | 6.272 | 5.513 | (2.790) |
| Capital Reserves | 14.238 | 21.601 | 14.739 | 11.707 | (9.894) |
| Revenue | 11.641 | 12.008 | 11.944 | 11.997 | (11) |
| | 34.365 | 57.112 | 39.526 | 34.921 | (22.191) |
| | | | | | |
| Borrowing need for the Year | 40.000 | 69.395 | 28.882 | 19.773 | (49.622) |

8. Capital expenditure may either be:
 - (a) Financed immediately through the application of capital or revenue resources (e.g. capital receipts, capital grants, revenue contributions etc.), which has no impact on the Council's borrowing need; or
 - (b) If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need, which will be satisfied by either external or internal borrowing.

Council's overall borrowing need

9. The council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). The CFR arises as the Council incurs capital spending and then if it does not apply resources immediately to finance the capital spend, (i.e. capital receipts, capital grants, capital reserves or revenue), a borrowing need arises. The 2018-19 CFR year-end balance is the cumulative total

of the 2018-19 unfinanced capital expenditure i.e. £19.773m and prior years' unfinanced capital.

10. Treasury Management includes addressing the funding requirements for this borrowing need; it also includes maintaining a cash position to ensure sufficient cash is available to meet the capital expenditure and cash flow requirements. This may be sourced through borrowing from external bodies, e.g. the Government through the Public Works Loan Board (PWLB) or the money markets, or utilising temporary cash resources within the Council (known as internal borrowing).
11. The council's (non-HRA) underlying borrowing need (CFR) is not allowed to rise indefinitely. Therefore statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. This requirement is met by making an annual revenue charge, called the Minimum Revenue Provision (MRP), to reduce the CFR. This is effectively a repayment of the non-HRA borrowing need (there is no statutory requirement to reduce the HRA CFR).
12. The total CFR can also be reduced by either:
 - (a) the application of additional capital financing resources (such as unapplied capital receipts)
 - (b) charging more than the statutory MRP each year through a Voluntary Revenue Provision (VRP).
13. This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External borrowing can be taken or repaid at any time, but this does not change the CFR.
14. The Council's CFR for the year is shown below, and is a key prudential indicator. It includes leasing schemes on the balance sheet, which increase the Council's borrowing need. No borrowing is actually required against these schemes as a borrowing facility is included in the contract.

Table 2

| | 2018/19 Original Estimate | 2018/19 Revised Estimate | 2018/19 Actual |
|--|--|---|---------------------------|
| General Fund | £m | £m | £m |
| Opening balance | 93,900 | 58.918 | 58.918 |
| Add: Unfinanced capital expenditure* | 40.000 | 24.747 | 19.773 |
| Less: MRP and other credits* | (0.345) | (0.314) | (1.628) |
| General Fund closing balance | 133.555 | 87.401 | 77.063 |
| HRA | £m | £m | £m |
| Opening balance | 187.698 | 205.717 | 205.716 |
| Add: Unfinanced capital expenditure | (2.096) | - | - |
| HRA closing balance | 185.602 | 205.717 | 205.716 |
| Total Capital Financing Requirement | 319.157 | 293.118 | 282.779 |

* The credits of £1.628m include loan repayments received in year which have reduced the capital financing requirement.

15. Borrowing activity is constrained by prudential indicators for borrowing and the CFR, and by the authorised limit.

The actual prudential and treasury indicators

16. **Gross borrowing and the CFR** - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2017/18) plus the estimates of any additional capital financing requirement for the current (2018/19) and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure. This indicator allows the Council some flexibility to borrow in advance of its immediate capital needs. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator.

Table 3

| | 2018/19 Original Estimate £m | 2018/19 Revised Estimate £m | 2018/19 Actual £m |
|---------------------------------------|---|--|----------------------------------|
| Gross borrowing | 302.050 | 200.518 | 199.392 |
| CFR | 319.157 | 293.118 | 282.779 |
| Over Borrowed/(Under Borrowed) | (17.107) | (92.600) | (83.387) |

17. **The authorised limit** - the authorised limit is the “affordable borrowing limit” required by s3 of the Local Government Act 2003. The Council does not have the power to borrow above this level. The table below demonstrates that during 2018/19 the Council has maintained gross borrowing within its authorised limit.

Table 4

| | 2018/19 Original Estimate £m | 2018/19 Revised Estimate £m | 2018/19 Actual £m |
|---|---|--|----------------------------------|
| Authorised Limit for external debt | | | |
| Borrowing | 335.000 | 335.000 | 335.000 |
| Other long term liabilities | 1.600 | 1.600 | 1.600 |
| Total Agreed Authorised Limit | 336.600 | 336.600 | 336.600 |
| Operational boundary for external debt | | | |
| Borrowing | 315.000 | 315.000 | 315.600 |
| Other long term liabilities | 1.600 | 1.600 | 1.600 |
| Total Agreed Operational Boundary | 316.600 | 316.600 | 316.600 |

| | | | |
|--|----------------|----------------|----------------|
| External debt (including other long term liabilities e.g. finance leases) | 302.050 | 200.620 | 200.729 |
|--|----------------|----------------|----------------|

18. The operational boundary – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary is acceptable subject to the authorised limit not being breached.

Actual financing costs as a proportion of net revenue stream

19. The authority is required to report on the ratio represented by its net financing costs to its net revenue stream. For the general fund net revenue is represented by the amount that is funded by government grants and council tax payers, while for the HRA it is the rental income paid by tenants. This is intended to be a measure of affordability, indicating how much of the authority's revenue is taken up in financing its debt.
20. The table below shows that the General Fund is currently a net investor as net financing costs are an income stream. This is partly the result of internal borrowing being used in the short term to fund capital additions. The negative percentage is therefore the contribution that the capital investments are making to the General Fund as a percentage of the net revenue stream.

Table 5

| | 2018/19 | 2018/19 |
|---|-----------------|----------------|
| Affordability of financing costs | Estimate | Actual |
| General fund - financing costs as a percentage of net revenue | 0.59% | (0.53)% |
| HRA - financing costs as a percentage of rental income | 37.92% | 43.59% |

Treasury Position as at 31 March 2018

21. The Council's debt and investment position is managed by the in-house treasury management team. All activities are undertaken primarily to ensure security for investments, to ensure that there is adequate liquidity for revenue and capital activities, and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through member reporting detailed in the summary, and through officer activity detailed in the Council's Treasury Management Practices.
22. The council's actual borrowing position at 31 March 2019 and activity during 2018-19 is detailed in the table below:

Table 6

| Borrowing activity 2018-19 (excluding finance leases) | PWLB loans £m | Market loans £m | Total £m | Average interest rate % |
|--|--------------------------|----------------------------|---------------------|--------------------------------|
| Opening balance (1 April 2018) | 196.107 | 5.000 | 201.107 | |
| New borrowing taken | - | - | - | |
| Borrowing matured/repaid | (2.000) | - | (2.000) | |
| Closing balance (31 March 2019) | 194.107 | 5.000 | 199.107 | 4.01% |

Authorised limit for external debt

336.600

23. The maturity structure of the debt portfolio was as follows:

Table 7

| Maturity Structure of fixed rate borrowing | Upper Limit per Strategy % | 31-Mar-19 % | £m |
|---|---|------------------------|----------------|
| Under 12 months | 10 | 0 | 0.000 |
| Between 12 months and 2 years | 10 | 0 | 0.000 |
| Between 2 years and 5 years | 40 | 29 | 57.459 |
| Between 5 years and 10 years | 70 | 59 | 117.700 |
| Over 10 years | 70 | 12 | 23.948 |
| | | | 199.107 |
| Perpetually irredeemable stock | | | 0.510 |
| Total borrowing | | | 199.617 |

24. The following table shows the movement in investments in the year. The decrease in year was due to investments being liquidated to fund commercial property investments and the loan to Norwich Regeneration Ltd.

Table 8

| Investments | Actual 31 March 2018 £m | Net movements in year £m | Actual 31 March 2019 £m |
|---------------------------------------|--|---|--|
| Short term | | | |
| Banks | 8.000 | 3.000 | 11.000 |
| Building Societies | 12.000 | (9.000) | 3.000 |
| Local Authorities | 3.000 | 9.000 | 12.000 |
| Cash Equivalents | | | |
| Banks | 6.770 | (6.940) | 13.710 |
| Building Societies | 1.650 | (1.650) | 0.000 |
| Local Authorities | 4.250 | (0.250) | 4.000 |
| Money Market Funds | 15.000 | (15.000) | 0.000 |
| UK Government | 0.000 | 6.000 | 6.000 |
| Total Internally Managed Funds | 50.670 | (0.960) | 49.710 |

25. The maturity structure of the investment portfolio was as follows:

Table 9

| | 31 March 2018 £m | 31 March 2019 £m |
|--------------|-----------------------------|-----------------------------|
| Under 1 year | 50.670 | 49.710 |
| | 50.670 | 49.710 |

Borrowing Strategy for 2018-19

26. The council maintained an under-borrowed position in 2018/19. This means that the capital borrowing need (the CFR) has not been fully funded with loan debt as cash supporting the council's reserves, balances and cash flow has been used as a temporary measure. This strategy is prudent as investment returns are low and counterparty risk is relatively high.
27. Going forwards caution will be adopted with the 2019-20 treasury operations. The Chief finance officer will monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances:
 - (a) if it was felt that there was a significant risk of a sharp FALL in long and short term rates (e.g. due to a marked increase of risks around relapse into recession or of risks of deflation), then long term borrowings will be postponed, and potential rescheduling from fixed rate funding into short term borrowing will be considered.
 - (b) if it was felt that there was a significant risk of a much sharper RISE in long and short term rates than that currently forecast, perhaps arising from a greater than expected increase in world economic activity or a sudden increase in inflation risks, then the portfolio position will be re-appraised with the likely action that fixed rate funding will be drawn whilst interest rates were still relatively cheap.
28. The Chief Finance Officer (CFO) advise that it is very likely that the Council will need to undertake fixed rate long term borrowing within the next 12 months. Any decisions will be reported to Cabinet at the next available opportunity.

Policy on borrowing in advance of need

29. The council's policy is not to borrow more than, or in advance of, its needs purely in order to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be within forward approved Capital Financing Requirement estimates, and will be considered carefully to ensure that value for money can be demonstrated and that the council can ensure the security of such funds. The policy has been complied with in 2018/19.

Borrowing Outturn for 2018-19

30. No borrowing was undertaken during the year because cash balances have been sufficient in the short term to cover the 2018/19 unfinanced capital and short term investments. During 2018-19 £2.000m of PWLB debt was repaid.
31. During 2018-19 the council paid £7.8m in interest costs on external loans, this compares to a budget of £8.4m.

Investment Strategy for 2018-19

32. The council's investment policy has regard to the MHCLG's Guidance on Local Government Investments ("the Guidance"), the CIPFA Treasury Management in Public Services Code and Cross Sectoral Guidance Notes ("the CIPFA TM Code"). The council's treasury management investment priorities will be security first, liquidity second, followed by yield.
33. In accordance with the above guidance from the Government and CIPFA, and in order to minimise the risk to investments, the Council applies minimum acceptable

credit criteria in order to generate a list of highly creditworthy counterparties which also enables diversification and thus avoidance of concentration risk.

34. The aim of the strategy is to generate a list of highly creditworthy counterparties which will also enable diversification and thus avoidance of concentration risk.
35. This report does not cover the Council's investment strategy in regard to non-financial investments. These investments which include the purchasing of commercial property and lending to third parties are covered under the Non-Financial (Commercial) Investment Strategy published in February 2019 for implementation in financial year 2019/20 and onwards.

Investment Outturn for 2018-19

36. The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

Reserves

37. The Council's cash balances comprise revenue and capital resources and cash flow monies. The Council's reserves comprised:

Table 11

| Balance Sheet Reserves | 31-Mar-18 | 31-Mar-19 |
|-------------------------------|------------------|------------------|
| | £m | £m |
| General Reserves | 43.644 | 42.556 |
| Earmarked Reserves | 8.360 | 12.055 |
| Useable Capital receipts | 33.997 | 43.154 |
| Capital grants Unapplied | 8.079 | 5.141 |
| Major Repairs Reserve | 7,000 | 9.796 |
| Total | 101.080 | 112.702 |

Investments held by the Council

38. The Council's year-end balance of cash and short term investments was £49.710m. These internally managed funds earned an average rate of return of 0.88%.
39. The Council is part of a benchmarking group (run by our treasury management advisors, Link Asset Services) across Norfolk, Suffolk & Cambridgeshire. The table below shows the performance of the Council's investments when compared with this benchmark group, and also when compared with the non-metropolitan districts and all authorities that use Link's benchmarking group facility.

Table 12

| Link benchmarking - position at 31 March 19 | | | | |
|--|----------------|----------------------------------|-------------------------------|------------------------------|
| | Norwich | Benchmark Group (7 of 12) | Non met districts (90) | All authorities (231) |
| WARoR ¹ | 0.88% | 0.89% | 0.88% | 0.87% |
| WA Risk ² | 3.25 | 3.45 | 3.23 | 2.94 |
| WAM ³ | 93 | 99 | 84 | 78 |

| | | | | |
|-------------------|-----|-----|-----|-----|
| WATT ⁴ | 134 | 192 | 179 | 167 |
|-------------------|-----|-----|-----|-----|

40. The council's average investments return (0.88%) is on par with that for the benchmark group (0.89%), and it was same as both the 90 non-met authorities at 0.88% and the population of 231 local authorities at 0.87%. The average investment return in 2018/19 compares favourably with other similar authorities while still keeping council funds readily available so that if an opportunity to acquire an investment property arose the funds would be available to purchase it at short notice.

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: | 24 September 2019 |
| Head of service: | Karen Watling |
| Report subject: | Full Year Treasury Management Report |
| Date assessed: | 28 August 2019 |
| Description: | This report is to inform members of the actual treasury activity for the year and compares that to the treasury management indicators set in the Treasury Management Strategy for 2018-19. |

| | Impact | | | |
|--|-------------------------------------|-------------------------------------|--------------------------|---|
| Economic (please add an 'x' as appropriate) | Neutral | Positive | Negative | Comments |
| Finance (value for money) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The report has no direct financial consequences however it does report on the performance of the Council in managing its borrowing and investment resources |
| 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"/> | |

| | | | | |
|--|-------------------------------------|--------------------------|--------------------------|----------|
| | Impact | | | |
| 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"/> | |
| 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 |
| |

Report to Council
24 September 2019
Report of Chief finance officer
Subject Replacement tenancy and estate management system

Item

8

Purpose

To consider an increase in the Housing Revenue Account Capital Programme to fund the acquisition and implementation of new tenancy and estate management software to replace the existing Academy housing management system.

Recommendation

To approve:

- (1) an increase in the Housing Revenue Account Capital Programme of £695,000 in 2019/20 and £230,000 in 2020/21 as set out in the report to fund the acquisition and implementation of new tenancy and estate management system to replace the existing Capita Housing Management (Academy) system; and
- (2) an increase in the HRA revenue budget of £10,000 for additional software licence support and maintenance costs from 2020/21.

Corporate and service priorities

The report helps to meet the corporate priorities of great neighbourhoods, housing and environment, a healthy organisation and the service plan priority to deliver the *Corporate Asset Management Strategy*.

Financial implications

The forecast costs for the acquisition and implementation of the new tenancy and estate management software are £925,000 to be included in the HRA Capital Programme across the 2019/20 and 2020/21 financial years.

These costs have been input into the finance model that supports the existing HRA Business Plan and have been deemed affordable.

Wards All

Cabinet member

Councillor Kendrick – Cabinet member for Resources

Contact officers

| | |
|--|--------------|
| Karen Watling, Chief Finance Officer | 01603 212440 |
| Lee Robson, Head of Neighbourhood Housing Services | 01603 212939 |
| Jane Allen, Service Improvement Manager | 01603 212497 |

Background documents

None

Report

Background

1. The council currently uses the Academy software data management system to support delivery of the housing service. The system provides information on:
 - (a) Rent accounting and service charges
 - (b) Income management
 - (c) Estate management
 - (d) Repairs and maintenance
 - (e) Tenancy management
 - (f) Allocations and lettings
 - (g) Home ownership, right to buy and private sector leasing
 - (h) Home options
2. The council has been notified by Capita, the provider of the data management system, that Academy will no longer be supported from August 2020 and therefore requires replacement to prevent the loss of IT based service capability and to continue to deliver the service.

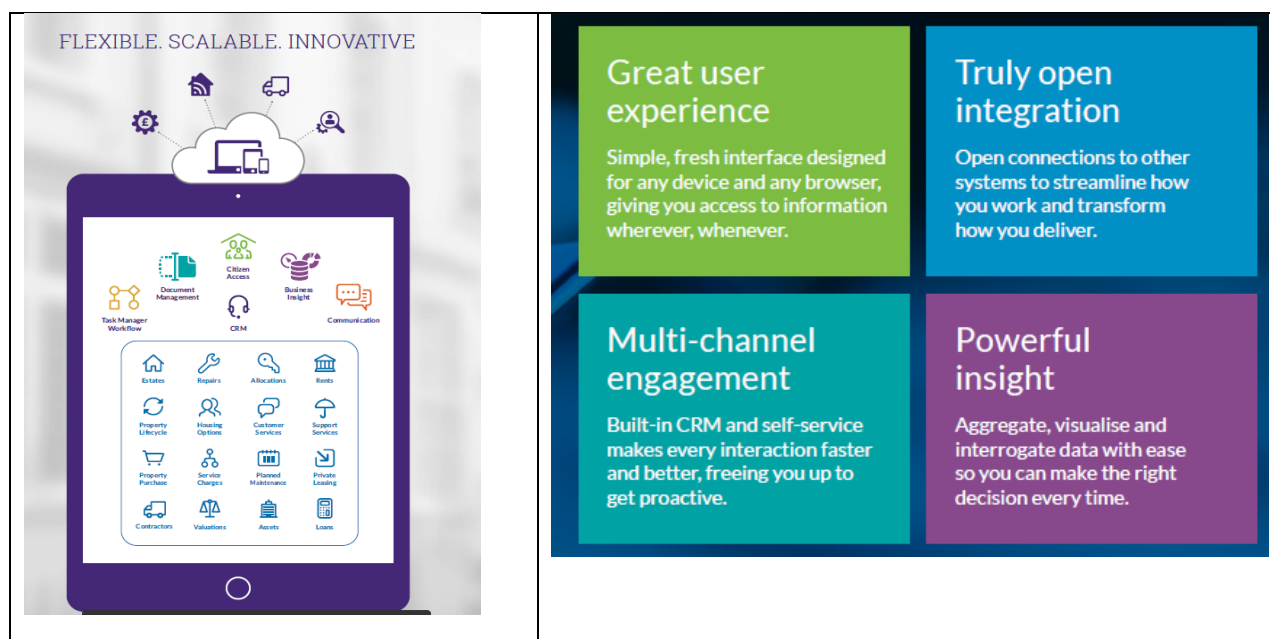
Proposal:

3. It is proposed to procure a replacement system that delivers:
 - (a) Access to information about tenants, tenancies and property wherever whenever
 - (b) Open connections to other systems
 - (c) Multi-channel engagement allowing tenancy relationship management and user self-service.
 - (d) Interrogation and analytic tools to enhance management reporting
 - (e) Capability for use by other council services e.g. broader debt management and cross functional case work
 - (f) An IT platform that has the capability for use by other council services e.g. estate management, broader debt management and cross functional case work.
4. The proposed investment continues the modernising the housing service with the investment in IT allowing improvements in the following areas:
 - (a) developing comprehensive and holistic tenancy management service

(b) helps neighbourhood estate management

(c) identifies areas for improvement

5. Considerable work has been undertaken to identify the requirements of a new system that would continue to meet the needs of the housing service as well as opportunities to support more integrated working across the council.
6. The system functions to be included or can include are:



7. A key aspect of the proposed investment is that it complements the Council's ICT, digital and customer strategies and will provide an integrated platform for a whole council approach.
8. The requirements of the new system are now finalised and the council is close to the procurement phase. The purpose of this report is to seek an increase in the Housing Revenue Account Capital Programme to fund the acquisition and implementation of the new system as this information was not available at the time the budgets were set in February.

Financial

9. The apportionment of the recommended investment through the HRA Capital Programme budget for the project over two financial years is shown in Table 1 below.
10. It is anticipated that additional annual software licence support and maintenance costs will require a budget increase of £10,000 per annum. The IT services resource to support the new software will be met from existing revenue expenditure.

Table.1

| Planned Capital Expenditure | 19/20 £'000 | 20/21 £'000 |
|---|------------------------|------------------------|
| Software licenses, consultancy & project management costs | 450 | |
| IT Infrastructure investment | 50 | 50 |
| Dependency costs. Data Cleansing and migration | 15 | |
| Project resource. 1 FTE project manager + 1 FTE administrator plus technical consultancy, service area backfill and data cleansing resource | 180 | 180 |
| Proposed Increase 19/20 HRA Capital Programme | 695 | 230 |

Recommendation

To approve:

- (1) an increase in the Housing Revenue Account Capital Programme of £695,000 in 2019/20 and £230,000 in 2020/21 to fund the acquisition and implementation of new tenancy and estate management system to replace the existing Capita Housing Management (Academy) system; and
- (2) an increase in the HRA revenue budget of £10,000 for additional software licence support and maintenance costs from 20/21.

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: | 24 September 2019 | | | |
| Head of service: | Lee Robson | | | |
| Report subject: | Additional Capital allocation for procurement of Replacement Tenancy and Estate Management IT system | | | |
| Date assessed: | September 2019 | | | |
| Description: | To seek approval for additional (HRA) capital funding to procure and implement replacement IT software | | | |
| | Impact | | | |
| Economic (please add an 'x' as appropriate) | Neutral | Positive | Negative | Comments |
| Finance (value for money) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The proposals outlined in the report will integrate existing IT functions allowing greater levels of efficiencies in terms of self-serve, data driven service delivery and mobile working. |

| | | | | |
|---|-------------------------------------|-------------------------------------|--------------------------|---------------------------------------|
| Other departments and services e.g. office facilities, customer contact | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| ICT services | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Economic development | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Financial inclusion | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Social (please add an 'x' as appropriate) | Neutral | Positive | Negative | Comments |
| Safeguarding children and adults | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| <u>S17 crime and disorder act 1998</u> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Human Rights Act 1998 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Health and well being | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| | Impact | | | |
| 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"/> | |
| Eliminating discrimination & harassment | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Advancing equality of opportunity | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Allows better targeting of resources. |

| 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 type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |

| Recommendations from impact assessment |
|--|
| Positive |
| The positive financial implications support the report recommendations |
| Negative |
| |
| Neutral |

| |
|---------------|
| |
| Issues |
| |

| | | |
|------------------|---|-------------|
| Report to | Council | Item |
| | 24 September 2019 | |
| Report of | Chief finance officer (Section 151 Officer) | 9 |
| Subject | Adjustment to the General Fund Capital Programme 2019 - 20 – Replacement Lighting at St Andrews Multi-Storey Car Park | |

Purpose

To approve a Salix Energy Efficient Loan Scheme (SEELS) funded budget of £285,000 within the General Fund Capital Programme 2019/20 to facilitate the installation of new energy efficient LED lighting at St Andrews Multi-Storey Car Park.

Recommendation

To approve cabinet's recommendation of the 11 September 2019:

That the 2019/20 General Fund Capital programme is increased by £285,000 to facilitate utilisation of the Salix Energy Efficient Loan Scheme to finance the cost of installing the new LED lighting and associated fees.

Corporate and service priorities

The report helps to meet the corporate priority great neighbourhoods, housing and environment

Financial implications

Based on an indicative quote the cost of installing the new energy efficient LED lighting at St Andrews multi storey car park has been estimated at £285,000. The expenditure will be funded entirely by drawdown from the approved SEELS facility.

Ward/s: All Wards

Cabinet member: Councillor Kendrick - Resources

Contact officers

| | |
|---|--------------|
| Andy Watt, head of city development services | 01603 212373 |
| Richard Willson, environmental strategy manager | 01603 212312 |
| Karen Watling, chief finance officer, LGSS | 01603 212440 |

Paul Smithson, service accountant grants and planning

01603 212603

Background documents

None

Report

Introduction

1. The proposed project will replace the existing lighting with energy-efficient LED equivalents within St Andrews multi-storey car park. The only areas of the car park that will not have the lighting upgraded are the emergency stairwells, where an existing LED replacement project has been completed. It is intended that 1083 light fittings will be replaced with new energy-efficient LED options. The replacement light fittings will have additional sensors to further reduce energy consumption – via motion and daylight sensing technology.
2. The site is the second highest electricity consuming asset controlled by Norwich City Council and as such is making a significant contribution to the total carbon emissions from the council.
3. This project will make a significant contribution to the council's carbon reduction plans. If works proceed as planned, then there will be a 116.35 tonne reduction in annual CO2 emissions.
4. It will also significantly reduce the energy usage on this site – calculations show an 87% energy consumption reduction is achievable.
5. The project is intended to be completed before the end of the 2019 financial year.
6. The existing lighting equipment is now 15 years old. Some component parts are now obsolete and lighting failures are now commonplace with repairs expenditure increasing with time – it is anticipated that an annual saving of approximately £10,000 on repairs and maintenance could be achieved once work is complete. This project will refresh this equipment which otherwise would be recommended for replacement in the near future.

Financial information

7. Council approval for an increase in the 2019/20 General Fund Capital Programme is required to confirm the capital budget to finance the award of a contract to install the new energy efficient LED lighting.
8. Salix Energy Efficient Loan Scheme (SEELS) has been approved and will fund 100% of this lighting upgrade project.
9. Salix loans 'provide interest-free Government funding to the public sector to improve their energy efficiency, reduce carbon emissions and lower energy bills. Salix is funded by the Department for Business, Energy and Industrial Strategy, the Department for Education, the Welsh Government and the Scottish Government and was established in 2004 as an independent, publicly funded company, dedicated to providing the public sector with loans for energy efficiency projects.'

10. This loan will then be repaid through the energy and maintenance savings achieved by the installation of the new lighting over a period of 5 years.
11. Savings made after that period will be reflected in the in the significant reduction in energy costs on the asset – projected to be in excess of £53,000 less per annum than would have been the case with no work undertaken.
12. To date the council has achieved a carbon reduction of 57.1%. The project contributes towards the council's ongoing programme of energy efficiency and will therefore complement the objectives within the Environmental Strategy. Any wastes will be recycled where possible or disposed in accordance to relevant legislation. Any lessons will be applied to other relevant assets where possible.

Integrated impact assessment



NORWICH
City Council

Report author to complete

| | |
|-----------------------------------|---|
| Committee: | Council |
| Committee date: | 24 September 2019 |
| Director / Head of service | Andy Watt |
| Report subject: | Adjustment to the General Fund Capital Programme 2019/20 – Replacement Lighting at St Andrews Multi-Storey Car Park |
| Date assessed: | 2 September 2019 |

| | Impact | | | |
|--|-------------------------------------|-------------------------------------|--------------------------|---|
| Economic (please add an 'x' as appropriate) | Neutral | Positive | Negative | Comments |
| Finance (value for money) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | To ensure the best value for money is obtained from the available supplier. |
| Other departments and services e.g. office facilities, customer contact | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Reduced luminaire failures and faults will reduce maintenance requirements and associated costs. Sectioning-off areas of the car park during installation may lead to a minor level of revenue loss – despite mitigation measures in place. |
| 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"/> | |
| 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 type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Suppliers appointed will recycle the vast majority of waste material. |
| 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 type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <p>Make a significant contribution to the NCC carbon reduction plans. If works proceed as planned, then there will be a 116.35-tonne reduction in annual CO2 emissions.</p> <p>Significantly reduce the energy usage on this site – calculations show an 87% energy consumption reduction is achievable.</p> |

| (Please add an 'x' as appropriate) | Neutral | Positive | Negative | Comments |
|------------------------------------|--------------------------|--------------------------|--------------------------|--|
| Risk management | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>Risk of financial savings falling below expectations:</p> <p>There is a risk that assumptions made on energy cost increases over the period of the loan (5 years) will not occur, leaving gaps in funding repayments. NCC would make significant savings on total energy costs on all assets as a result of any lack of increase in energy costs but would still leave a repayment shortfall on this asset.</p> |

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| Recommendations from impact assessment |
| Positive |
| |
| Negative |
| |
| Neutral |
| |
| Issues |

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Motion to Council
24 September 2019
Subject Biodiversity emergency
Proposer Councillor Bogelein
Seconder Councillor Utton

Item
10a

A recent Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES) report warns “Nature is declining globally at rates unprecedented in human history – and the rate of species extinctions is accelerating” although “it is not too late to make a difference, but only if we start now at every level from local to global.”

Biodiversity loss is alarming. Species that have evolved over millennia are being lost forever as a direct result of human activity. Locally we experience a worrying decline of bee species and the hedgehog population, plus an anticipated loss of soil biodiversity. Immediate action is needed.

RESOLVED to:

- (1) Note that enhancing the local environment, including biodiversity, is part of the corporate plan priority of ‘great neighbourhoods, housing and environment’.
- (2) Ask cabinet to urgently take up local measures to prevent the loss of and to enhance biodiversity by:
 - (a) Updating the Biodiversity Action Plan (last updated in 2002) to give a full overview of the biodiversity measures planned and taken across different teams
 - (b) Clarifying the local policy to require that every new development achieves a biodiversity net gain. This could be achieved by producing a Supplementary Planning Document (see e.g. North Hampshire or Cornwall biodiversity SPD) which provides developers with detailed guidance to ensure all developments deliver a biodiversity net gain
 - (c) Following the example of Hull by including a local policy in the local plan which requires three new trees to be planted for every new dwelling
 - (d) Using council publications to encourage the public to take biodiversity measures in their own homes, for example, in gardens, on roofs, balconies and window sills
 - (e) Promoting a Parks Biodiversity Toolkit to encourage community engagement with habitat creation such as flowering meadows for pollinating insects
 - (f) Including additional wildlife measures in council-owned gardens and communal areas (greening, wildflower beds, small mammal holes etc.)
 - (g) Conducting biodiversity audits in our local parks and open spaces and setting measurable targets and standards for biodiversity increase in local parks and open spaces

- (h) Identifying suitable verges and establishing a 'river of flowers' wildflower programme where appropriate (see e.g. Rotherham Council)
- (i) Prioritising biodiversity targets in the River Wensum strategy
- (j) Exploring opportunities to encourage the growth of wildflowers on brownfield sites which are waiting to be developed in line with existing evidence that brownfield sites can make an important contribution to biodiversity enhancement
- (k) Joining the growing number of pesticide free councils across the UK (e.g. Glastonbury, Lewes, Hammersmith & Fulham), by establishing and implementing a long term plan to reduce chemical use as advised by Pesticide Action Network UK
- (l) Educating residents about the risks of pesticides (e.g. through posters at allotment sites)

Motion to Council
24 September 2019

Subject Unfair evictions

Proposer Councillor Jones

Seconder Councillor Davis

Item

10b

End unfair evictions - abolish Section 21 of 1988 Housing Act

Most of England's 11 million renters, including thousands in Norwich, are on tenancies with fixed terms of six months or a year; after this period has ended, landlords can evict their tenants with just two months' notice, without giving them a reason. These 'no fault evictions' were introduced under section 21 of the 1988 Housing Act; before this, renters had much greater security and it was difficult for landlords to evict tenants who paid the rent on time and looked after the property. This insecurity harms quality of life tenants with a range of documented negative side effects.

Council **RESOLVES** to:

- (1) Note that;
 - (a) Evictions are the number one cause of homelessness. 80% of evictions are on no-fault grounds, and 63% of private renters who were forced to move in 2016 were evicted not due to any fault of their own but because the landlord wanted to sell or use the property.
 - (b) Insecurity harms quality of life for tenants, with private renters less likely than either owners or people in council housing to say they know lots of people in their local area, but more worried that they will have to move within the next year. The threat of being evicted also gives landlords huge power over tenants, who may decide not to complain about disrepair, big rent increases or other problems in case they are kicked out.
 - (c) In Germany, the Netherlands and Sweden (among other countries), tenancies are indefinite, meaning blameless tenants cannot be evicted from their homes.
 - (d) In 2017, the Scottish government made tenancies indefinite and banned no-fault evictions under the terms of the Private Housing (Tenancies) (Scotland) Act 2016.
 - (e) A growing number of groups and individuals support abolition, including the *Times* newspaper, the London Assembly, the Resolution Foundation Age UK,

Children England, Crisis, Centrepont, and over 50000 people who signed the 38 Degrees petition to abolish section 21 in a ten week period.

- (2) Ask the Leader to write to the Secretary of State for Local Government to request:-
- (a) The abolition of section 21 which would help to make renting more secure, improve standards, increase tenant confidence and ultimately contribute towards making renting a viable long-term alternative to home ownership or social rent for the millions who currently cannot access either.
 - (b) Since insecure tenancies make it difficult for renters to complain and organise for their rights, removing section 21 would make it easier for new renter unions like the London Renters Union and ACORN to organise and drive up standards in the private rented sector.
 - (c) To encourage renters across Norwich to take part in the End Unfair Evictions coalition online survey as part of the Government consultation on scrapping section 21. Including sharing support for the End Section 21 campaign on social media channels
 - (d) Ensure any changes to section 21 and section 8 cannot allow no-fault evictions through the back door.
 - (e) Call on the Members of Parliament for Norwich to publicly state their support for the abolition of section 21.

Motion to Council
24 September 2019
Subject Climate strike
Proposer Councillor Maguire
Seconded Councillor Matthew Fulton-McAlister

Item
10c

Earlier this year Norwich City Council recognised that the world is facing the combined effects of climate, economic, and social emergencies. According to the IPCC as of 1st January 2018 the world has a remaining carbon dioxide budget of 420 gigatonnes of CO² left in our CO² budget. At current levels that budget is wiped out within 8.5 years. To play its part in reversing the climate part of the emergency Norwich City Council has recently committed to becoming Carbon Neutral as soon as possible.

Council **RESOLVES** to:

- (1) apply its policies within the Corporate Plan 2020-2025 and the 2040 vision regarding the current climate emergency which the world faces
- (2) Support the aims behind climate strikes led by the youth movement by
 - (a) Allowing employees the opportunity to support the action and participate in the action days on 20 and 27 September 2019, with the appropriate deductions from pay,
 - (b) Investigating the closure of roads in order to show solidarity with the aims of climate strikes
 - (c) Signposting resources that we might offer to schools to help pupils who wish to protest
- (3) Ask group leaders to write to the Secretary of State calling on them to:
 - (a) investigate the implications of outsourced carbon emissions being included in the Government pledge to be carbon neutral by 2050
 - (b) Look at ways that the UK might become achieve carbon neutrality earlier than 2050
 - (c) Give local authorities the capacity to achieve an earlier target for carbon neutrality; and
 - (d) Identify ways that carbon based energy investment might be diverted into renewable sources

Motion to Council
24 September 2019
Subject Vehicle emission reduction
Proposer Councillor Wright
Seconded Councillor Lubbock

Item
10d

Cities across Europe have implemented schemes to ensure that vehicles entering their city meet necessary standards in terms of emissions.

London has an Ultra Low Emission Zone (ULEZ), and in Germany, cars must display an Umweltplakette in many cities.

These schemes are in place to help reduce pollution from particulates, and whilst implementation varies from jurisdiction to jurisdiction, the principle is the same.

Council **RESOLVES** to

- (1) Note that this council has already;
 - (a) taken steps to enforce stationary idling of buses where drivers leave their engines running when not loading or unloading.
 - (b) removed petrol and diesel vehicles from the Lord Mayor's Procession and Norwich had its first Car-free Day on 22nd September.
 - (c) made air quality a priority and key action in the Corporate Plan 2019-2022
- (2) Ask cabinet, through its Climate Emergency and Environment Executive Panel, to
 - (a) ask the DVLA to provide a breakdown, categorised by Euro emission standard, detailing the total number of all vehicles registered in Norwich.
 - (b) consider the feasibility of introducing a scheme, similar to that in Germany, for vehicles to display a badge showing their Euro emission level following the colour standard of the German scheme, and;
 - (i) make such a scheme compulsory for all buses, coaches and taxis operating within the Norwich city boundary.
 - (ii) assess the impact of offering a discount of up to 100% for residential parking permits in Norwich where domestic vehicles in the lower emissions categories registered at that address opt to display a badge.

- (iii) assess the impact of offering discounted parking at Norwich City Council operated car parks for vehicles in the lower emission categories.

Motion to Council
24 September 2019

Item

Subject International Campaign to Abolish Nuclear Weapons

10e

Proposer Councillor Grahame
Seconder Councillor Waters

Nuclear weapons pose a great threat to communities throughout the world, including Norwich. Any use of nuclear weapons, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment.

RESOLVED to:

- (1) Note that the council firmly believes that its residents have the right to live in a world free from this threat.
- (2) continue to avoid investment in weapons of mass destruction in the council's treasury management and investment policies
- (3) formally support the ICAN Cities Appeal and call on our government to join those who have signed the Treaty on the Prohibition of Nuclear Weapons
- (4) ask all party groups in this chamber to forward this decision to their national parties; and
- (5) ask the leader of the council to write to the Prime Minister and Foreign Secretary informing them of Norwich's support for national security through diplomatic means, and specifically, the International Convention against nuclear weapons.

