



**CABINET**

**5.30pm to 6.50pm**

**13 June 2012**

Present: Councillors Arthur (Chair), Waters, Bremner, Brociek-Coulton and Gihawi

Also present: Councillor Stephenson, Councillor Wright

Apologies Councillor MacDonald

**1. MINUTES**

**RESOLVED** to approve the minutes of the meeting held on 14 March 2012.

**2. INDEPENDENT LIVING – A VISION FOR SHELTERED ACCOMMODATION**

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

Councillor Storie, who had been supporting the portfolio holder for housing on this issue, said she welcomed the proposals because fewer people were choosing this type of accommodation. Also tenants needed a better standard of accommodation.

Councillor Stephenson commented on the need to ensure residents were clear about any changes they were asked to sign up to.

**RESOLVED** to:

1. develop a five year investment programme for inclusion in the housing capital programme, estimated to cost £2.6m, to improve and reconfigure high demand purpose built flatted sheltered housing with investment in 2012/13 being funded from under spend;
2. consult with the Sheltered Housing Tenants Forum on the implications of adopting an enhanced standard of internal finishes and fittings for sheltered properties prior to letting and report the outcome to Cabinet;
3. agree the proposal from the Sheltered Housing Tenants Forum to re brand the sheltered housing stock to reflect accommodation that supports independent living;
4. reduce the age restriction for sheltered accommodation from 60 to 55 years, subject to agreement with tenant representatives;

5. review on a scheme by scheme basis the future of all other sheltered housing for which there is a lower level of demand. The outcome of these reviews will be considered by cabinet;
6. create a temporary four year post of project manager, at an cost of £37,000 per annum, to be funded initially from the HRA contingency in 2012/13 and HRA budgets thereafter; and
7. note the recommendations of the scrutiny committee in paragraph 28 of the main report and agree that these be encompassed either as part of the implementation of the sheltered housing review or as part of the strategic housing work undertaken by the City Council.

### **3. MEMBERS CODE OF CONDUCT AND STANDARDS ARRANGEMENTS FOR NORFOLK AUTHORITIES**

Councillor Waters, Deputy leader of the council, introduced the report.

**RESOLVED** to recommend council to adopt, as of 1 July 2012, the standards framework arrangements set out in the report, including the:

1. code of conduct, together with the guidance for members, set out as appendix 1;
2. establishment of arrangements for dealing with standards allegations and the establishment of a standards committee all as set out in appendix 2;
3. appointment of an independent person and reserve independent persons in accordance with paragraph 18-23 of the report;
4. establishment of a register of interests to be kept and maintained by the monitoring officer and to contain those matters set out in appendix 3 until such time as the Secretary of State publishes regulations relating to 'disclosable pecuniary interests' when the council may be asked to consider new proposals and changes to standing orders in relation to the registration and declaration of interests;
5. delegation of dispensation powers under section 33 of the Act to the standards committee and the designation of the monitoring officer as proper officer for the receipt of applications for dispensations;
6. adoption of such other changes to the council's constitution as are necessitated by the changes outlined above;
7. delegation to the monitoring officer of the power to take all steps and deal with all such ancillary matters as are required to implement any of the above and to render the council compliant with the Act.

#### **4. NORFOLK POLICE AND CRIME PANEL**

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

**RESOLVED** to:

1. recommend Council to approve the establishment and proposed arrangements for the Norfolk Police and Crime Panel and;
2. refer the request from Norfolk County Council to nominate one member to the county community safety partnership scrutiny panel to scrutiny committee

#### **5. PEER CHALLENGE**

Councillor Arthur, leader of the council, introduced the report and thanked all staff and councillors for the work involved in the improvement journey.

Councillor Stephenson queried how progress would be monitored and reported back to councillors. Councillor Arthur referred to the ongoing PACE programme and progress could be monitored against the aims and objectives in the corporate plan. Russell O'Keefe, Executive head of strategy, people and democracy, added that some of the suggestions were already being progressed through the transformation programme and Scrutiny Committee.

**RESOLVED** to note the outcomes of the peer challenge and agree the approach for taking forward the peer team's suggestions, as detailed in the report

#### **6. QUARTER 4 PERFORMANCE REPORT**

Councillor Arthur, leader of the council, introduced the report. She welcomed the improvements relating to voids and anti-social behaviour but recognised that there were areas that required improvement.

Councillor Waters, portfolio holder for resources, thanked third sector service providers for their support in developing a joint needs assessment as part of the work to re-commission the council's debt, money and general advice services. This joint working needed to continue and was vital in monitoring the wider impact of welfare reforms

**RESOLVED** to:

1. note progress against the corporate plan priorities.
2. develop contingency plans for unlikely situations which could have a detrimental impact on the housing and council tax benefit process.

## **7. REVENUE BUDGET MONITORING AND PROVISIONAL OUTFURN 2011/12**

Councillor Waters, portfolio holder for resources, introduced the report.

Caroline Ryba, Chief finance officer, explained that the drops detailed in some of the graphs in appendix 3 drop reflected corporate services recharging.

**RESOLVED** to note the financial position as at 31 March 2012 and provisional outturn 2011/12

## **8. LOCALISING SUPPORT FOR COUNCIL TAX**

Councillor Waters, portfolio holder for resources, introduced the report. To ensure that the working group had the time to give full consideration, he suggested that agreement of the draft scheme for consultation be delegated to the Chief executive officer rather than be brought back to cabinet, which was scheduled earlier than usual in July.

Councillor Wright queried the table on page 154. Councillor Waters said that some of the figures were clearly typing errors and would be amended.

Councillor Stephenson asked if external experts could be included on the working party. Laura McGillivray, Chief executive officer, explained that only council staff were in a position to advise on the council scheme. However, she also stated that external experts would be helpful in assisting the understanding of the ways on which different benefit changes affect each other.

**RESOLVED** to follow the process outlined below to ensure that the Council has designed and approved a Council Tax Reduction Scheme by the required deadlines:-

- a) convene a cross party working group of councillors, the composition of this to be: the portfolio holder for resources; 3 further labour councillors; 2 green party councillors; and 1 liberal democrat councillor.
  - o This working group will consider options for how to proceed, look at practice from elsewhere, take evidence from ward councillors on the possible impact of the scheme
- b) delegate authority to the Chief executive officer, in consultation with the Leader of the council and portfolio holder, to agree the draft scheme for consultation.
- c) The public consultation on draft proposals to take place from August to October 2012.
- d) Scrutiny committee consideration of draft proposals, as amended through consultation, in November 2012.
- e) Cabinet to recommend the proposed scheme in December 2012.
- f) council to adopt the new scheme in January 2013`

## **9. NORWICH AND HOMES & COMMUNITIES AGENCY STRATEGIC PARTNERSHIP BUSINESS PLAN 2012-13**

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

**RESOLVED** to approve the business plan for 2012-13 for the Norwich and Homes & Communities Agency strategic partnership.

## **10. NORWICH BUSINESS IMPROVEMENT DISTRICT**

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

**RESOLVED** to:

1. note the Norwich Business Improvement District business plan;
2. delegate authority to the Deputy chief executive (operations), to vote “yes” in the proposed ballot to create a BID;
3. note that notice has been received from the City Centre Partnership and therefore to instruct the Returning Officer to organise the BID Ballot in accordance with the Business Improvement Districts (England) Regulations 2004; and
4. delegated authority to the Deputy chief executive (operations), in consultation with the Leader of the Council and section 151 officer, to sign the “in principle” BID operating agreement on behalf of the council;
5. approve the donation of 16 business development days from the LGSS contracted 600 days to support the project

## **11. CHANGES TO RIGHT TO BUY SCHEME FOR COUNCIL TENANTS, INCLUDING THE RETENTION OF A PORTION OF RIGHT TO BUY RECEIPTS TO SPEND ON REPLACEMENT AFFORDABLE HOUSING.**

Councillor Waters, portfolio holder for resources, introduced the report.

**RESOLVED** to:

1. enter into an agreement with the Department for Communities and Local Government to retain Right to Buy receipts from the sale of council dwellings for investment in replacement affordable housing, and
2. delegate authority to the Chief finance officer to determine the Right to Buy receipts to be reclaimed.

## **12. RESPONSE TO CONSULTATION ON NORFOLK MINERALS AND WASTE SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENTS**

Councillor Bremner, portfolio holder for environment and development, introduced the report.

Councillor Stephenson asked why the city council has not commented on other sites outside the city. Graham Nelson, Head of planning service, said that council only commented on elements of such consultation documents if it was a strategic issue or had a potential adverse impact on the geography of the city.

**RESOLVED** to delegate authority to the Deputy chief executive (operations) to submit representations to Norfolk County Council as outlined in paras 10-16 of the report.

## **13. LOCAL DEVELOPMENT ORDER FOR REPLACEMENT WINDOWS AND DOORS IN FLATS**

Councillor Bremner, portfolio holder for environment and development, introduced the report.

**RESOLVED** to:

1. approve the submission of the proposed Local Development Order (attached as appendix 1 to the report) to the Secretary of State, and;
2. delegate authority to the Deputy chief executive (operations) to finally adopt it subject to no objection to this being received from the Secretary of State.

## **14. SPECIALITY MARKETS JULY 2012**

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

**RESOLVED** to hold a speciality market in Norwich in July, 2012.

## **15. REGENERATION OF THE BT PAYPHONE NETWORK**

Councillor Bremner, portfolio holder for environment and development, introduced the report. He emphasised that the intention was not to dispose of the traditional red phone boxes within the city.

Graham Nelson, Head of planning service, said the council's legal advisers had highlighted that it may be difficult to make the agreement with BT outlined in para 7 of the report, legally binding.

**RESOLVED** to:

1. approve the approach to the regeneration of the payphone network in Norwich detailed in this report;
2. carry out a consultation on the removal of those telephone kiosks identified in the report and delegate authority to the Deputy Chief Executive (Operations) to work with BT to address concerns raised in the consultation before finalising the list of kiosks to be removed.

#### **16. AWARD OF THE CONTRACT FOR HOUSING DRAIN AND SEWER REPAIRS**

Councillor Waters, cabinet member for resources, introduced the report.

##### **RESOLVED to:**

1. award a 2 year contract (with an option to extend for a further 2 year period) to UK Drainage Network Ltd (UKDN) for housing drain and sewer repairs; and
2. commit to spend up to £200k for 2012/13 through this contract from within existing Housing Capital Programme and Housing Revenue budget forecasts for drainage repairs.

#### **17. AWARD OF THE CONTRACT FOR HOUSING STAIRLIFT INSTALLATIONS, REPAIRS AND MAINTENANCE**

Councillor Waters, cabinet member for resources, introduced the report.

##### **RESOLVED to:**

1. award a contract to Stannah Lift Services Ltd under the Essex County Council Framework Agreement for housing stairlift installations, repairs and ongoing maintenance for a 5 year period; and
2. commit to spend up to £250k for 2012/13 through this contract from within existing Housing Capital Programme and Housing Revenue Account budget forecasts for disabled adaptations.

#### **18. AWARD OF PRINTING SERVICES FRAMEWORK CONTRACT**

Councillor Waters, cabinet member for resources, introduced the report.

**RESOLVED** to award the print services framework contract to the selected suppliers (listed in appendix A of the report) for a period of four years from 1 July 2012.

#### **19. APPROVAL OF ADDITIONAL GRANT IN THE VOLUNTARY AND COMMUNITY SECTOR COMMISSIONING PROGRAMME 2012-13 (PARA 3)**

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

Councillor Stephenson stated that she had received a comment from the Access group that it needed the grant to be maintained at the previous level. Russell O'Keefe, Executive head of strategy, people and democracy, explained that the group had significant level of reserves.

**RESOLVED** to approve the allocation of a grant in aid of £750 for 2012-13 to Norwich Access Group

## **20. MANAGING ASSETS (PARA)**

Councillor Waters, cabinet member for resources, introduced the report.

**RESOLVED** to:

1. approve the disposal of 9 void properties detailed in this report;
2. approve the decommissioning of 2 tenanted properties and the resettlement of the tenants in accordance with the council's adopted decommissioning policy;
3. approve the disposal of 1 garage;
4. approve the capital receipt from disposals to be used for investment in the housing capital programme;
5. delegate to the Deputy chief executive (operations) to take all necessary and ancillary steps to achieve the above including the method of disposal, and;
6. authorise the Deputy chief executive (operations) to seek approval to apply to the Secretary of State for Communities and Local Government for approval to dispose of identified assets if necessary.

## **21. MANAGING GENERAL FUND PROPERTY ASSETS (PARA 3)**

Councillor Waters, cabinet member for resources, introduced the report.

**RESOLVED** to:

1. approve the sale of 10 -14 Ber street Norwich to the developer:
  - a) which is subject to obtaining a suitable planning consent; and
  - b) subject to the proposed housing development meeting the council's affordable housing planning policy requirements;
2. approve the taking of a 999 year lease of the new retail unit to be built on the site at a rental of a peppercorn (without review).
3. approve the sale of the Spinney, Norwich, to the University of East Anglia for £1.



4. delegate to the deputy chief executive authority to take all necessary and ancillary steps to achieve the above.

## **22. SENIOR MANAGEMENT STRUCTURE (PARA 1)**

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

**RESOLVED** to:

1. endorse the senior management structure for the council and approve redundancy related costs; and
2. approve appointments to the new posts of Executive heads of service.

CHAIR