



**Cabinet**

**15:00 to 17:30**

**14 April 2021**

Present: Councillors Waters (chair), Harris (vice chair), Jones, Kendrick, Maguire, Packer and Stonard

Apologies: Councillor Davis

**1. Public Questions/Petitions**

Jonathan Dunning asked the leader of the council:-

Does Cabinet still endorse the Fine City Charter, and will they continue to encourage all employers to adopt the Charter as a priority?

Councillor Waters, leader of the council replied:-

It is worth setting out some background. A meeting was held in early 2020, at the invitation of the City Council to discuss a proposal for developing a 'Fine City Employer's Charter'. The audience was a cross section of public, private, and voluntary sector bodies and included Trades Unions, business organisations, like the Chamber of Commerce, 'Norwich Living Wage'; and a number of city councillors. The meeting was chaired by a representative from ACAS.

By the end of the meeting, it was agreed that a Fine City Employers Charter was worth exploring and that a second meeting should take place. A few weeks later, COVID19 struck. As soon as possible we will convene a second meeting (hopefully with an increased number of attendees) and continue the interrupted work of developing a Fine City Employer's Charter for Norwich

Jonathan Dunning then asked the following supplementary question:-

Pending the 2<sup>nd</sup> meeting will Cabinet endorse the principles in the charter within their own company, NCSL, so they can implement the principles within the charter to the satisfaction of their own workforce?

Cllr Waters, leader of the Council replied:-

I would not want to pre-empt the work of the stakeholders in designing a Fine City Charter. Those principles have been applied in the context of what the Council has currently offered. The Day 1 offer to the company employees has been the biggest improvement in 10 years. It takes account of an aspiration set out in the Fine City Charter draft proposals such as living wage, enhancement to the workforce, but it

has to be formed by the realities of timescale and working together to achieve those objectives over a reasonable timescale, taking account of resources affected by the pandemic which has removed £7 million pounds from our budget mid year. I am confident that, working collectively and positively, many of those objectives can be achieved in a reasonable timescale.

**RESOLVED** to approve the accuracy of the minutes of the meeting held on 10 March 2021.

## **2. Dr Ian Gibson**

The leader of the council paid tribute to the late Dr Ian Gibson, the former MP for Norwich North. He referred to his considerable achievements as a politician and his distinguished academic career as a scientist at the UEA where he was a professor. He was involved in important research into cancer. He was involved in the trade union movement and he transcended political boundaries. People of many political persuasions were able to connect with him and he received the accolade of Parliamentarian of the Year.

Members then observed a minute's silence in memory of Dr Gibson.

## **3. Declarations of interest**

Cllr Harris, deputy leader and cabinet member for social housing, declared a personal interest in Item 7 below on the agenda as a member of the Broads Authority and of the authority's Planning Committee but would remain in the meeting.

Cllr Harris also declared a conflict of interest interest in Item \*22 below and would withdraw from the meeting.

Cllr Kendrick, cabinet member for resources, declared a non-pecuniary interest in Item 5 below

## **4. Procurement and contract management strategy**

Cllr Kendrick, cabinet member for resources, presented the report. He referred the importance of the strategy in procuring goods and managing assets to assist in delivering high quality services for the authority.

The Business relationship and procurement manager referred to the extensive input from members and officers which assisted with drafting the strategy.

Councillor Bogelein referred to the recommendation from the Scrutiny Committee that social value be considered in the assessment criteria for contracts, as was the case in other authorities, and asked whether the a future review of the strategy would take this into account. The cabinet member for resources said that the Council's view was that the current criteria was considered most appropriate to ensure that bids were received from reliable and efficient contractors at the current time. The business relationship and procurement manager said that social value was considered an important factor but it was difficult to quantify and work was being

done to ensure that how best it could be factored into the assessment process in future.

Cllr Wright noted that the strategy covered a 3 year period and asked whether there would be any opportunity for an interim review during that period. Annabel Scholes, executive director of corporate and commercial services, assured members that there would be an annual review of the strategy presented to members for consideration.

The Chair referred to paragraph 14 of the report which emphasised that the strategy should be understood in the context of the Council's wider corporate strategies and policies which included the Social value framework.

**RESOLVED** to approve the Procurement and Contract Management Strategy 2021-24 as set out in the report.

## **5. Norwich City Services Business Plan – KEY DECISION**

The leader of the council advised members that the Business Plan had been included in the public section of the meeting in error but that this would not preclude the consideration of the report and recommendations

Councillor Maguire, cabinet member for safe and sustainable city environment, presented the report. He said that the Business Plan would be the subject of specific recommendations in a separate report to be considered as an exempt item later in the meeting.

The Chair welcomed Anne Gibson, chair of the company and Hannah Leys, managing director, to the meeting. They referred to the hard work that had taken place to bring the business plan to this stage with an implementation date of April 2021.

Cllr Bogelein asked for details of the future direction of the roadmap with regard to terms and conditions for employees. Hannah Leys said that the roadmap set out the high level milestones with regarding improving terms and conditions but that this would be carried out over a period of 1 to 5 years and subject to affordability. The involvement of trade unions would be important in future consideration of these issues. The leader of the council reiterated that this was an incremental process and that adjustments to terms and conditions had already been made as a gesture to signify the Council's intentions on progress in the future.

**RESOLVED**, subject to consideration of recommendations regarding NCSL Business plan later in the meeting, to –

- (1) approve the initial NCSL Business Plan for the period 2021-21, noting the company and the council through the Stakeholder Panel will collectively monitor performance;
- (2) approve that the council enters into a pooling agreement to manage any longer term pension risks, subject to agreement with the Norfolk Pension Fund on the terms of such agreement and specifically the contribution rates in the short term

## **6. NPS Norwich Business Plan**

Cllr Harris, deputy leader and cabinet member for social housing, presented the report. She referred to the considerable work to be done in 2021-22 to ensure the continued delivery of capital and revenue priority and investment programmes for the council and the smooth transfer of staff and services back to the council. In particular, she thanked the staff of NPS (Norwich) Ltd for their ongoing cooperation during this process.

Councillor Bogelein referred to concerns expressed by a number of members concerning performance of NPS (Norwich) Ltd and complaints received about quality and timescales for completion of work. The executive director of community services said that the Council was in regular discussion about performance and processes were in place to monitor complaints on repairs and seek improvements to timescales and quality of service for residents. The deputy leader said that additional resources were being devoted to ensure these improvements were put in place.

**RESOLVED**, subject to consideration of exempt matters later in the meeting, to approve the NPS Norwich Business Plan as set out in the appendix to the report.

## **7. Revised Norfolk Strategic Planning Framework 2021**

Councillor Stonard, executive member for sustainable and inclusive growth, presented his report and referred specifically to paragraph 9 of the report which set out proposed changes to the framework including a new section on climate change.

Councillor Bogelein expressed concern that the framework did not ensure the legal compliance required to mitigate climate change under the Planning and Compulsory Purchase Act 2004. The executive director of development and city services said officers from the City, Broadland and South Norfolk councils were considering the representations made on the Greater Norwich Local Plan. He suggested it would be appropriate to consider the comments made by Councillor Bogelein when the Local Plan returns to cabinet for consideration.

**RESOLVED** to endorse the revised Norfolk Strategic Planning Framework (NSPF) and consider the comments made by the Sustainable Development Panel.

## **8. Development of Three Score Please 3**

Councillor Harris, deputy leader and executive member for social housing, presented the report.

The senior development officer explained that the reasons for requesting the delegation and the need to give assurances to the contractor.

Councillor Bogelein asked about the environmental standards incorporated in phase 3 and how this will compare to the energy efficiency standards in phases 1 and 2. Andrew Turnbull explained that there would be focus on the fabric of the new

buildings, enhanced insulation, mechanical heat recovery systems and renewable energy.

**RESOLVED**, subject to consideration of the exempt appendix, to

- (1) delegate the decision to direct award a pre-construction services agreement to RG Carter Ltd for the development of Three Score phase 3, subject to the limits set out in the exempt appendix, to the executive director of development & city services, in consultation with the executive director of corporate & commercial services, the cabinet member for social housing and the cabinet member for resources;
- (2) delegate the decision to direct award a pre-construction services agreement to RG Carter Ltd for the development of Three Score phase 3, subject to the limits set out in the exempt appendix, to the executive director of development & city services, in consultation with the executive director of corporate & commercial services, the cabinet member for social housing and the cabinet member for resources;

## **9. Public Space Protection Orders**

Councillor Maguire, executive member for safe and sustainable city development, presented the report.

Councillor Bogelein asked why the Council had not considered extending the boundary of the PSPOs to cover the areas around Rosary Road which had been requested by ward councillors. The environmental health and protection manager confirmed that areas outside of the area covered by the PSPO can be considered if specific issues arise which would warrant a review.

In response to a question from Councillor Wright, the environmental health and protection manager, explained the enforcement measures in place regarding dog fouling.

**RESOLVED** to approve -

- 1) the making of both Public Spaces Protection Orders for the management of alcohol in public spaces within the city centre and the management of dog fouling within the city boundary; and
- 2) the advertising in the media that two Public Space Protection Orders have been made.

#### **14. External Audit Service Provision**

Cllr Kendrick presented the report

Annabel Scholes, executive director of corporate and commercial services, explained the principles which were taken into account in consideration of the 2 options for the future delivery of the internal audit function.

**RESOLVED** to endorse the decision of the executive director of corporate & commercial Services, exercised in accordance with the Executive Scheme of Officer Delegation and in consultation with the portfolio holder for resources, to delegate the provision of internal audit services to South Norfolk Council pursuant to s.9EA of the Local Government Act 2000.

#### **14. Write-off of non-recoverable national non-domestic rate debts – KEY DECISION**

Cllr Kendrick, executive member for resources, presented the report.

**RESOLVED** to approve the write off of £53,735.56 for NNDR debt which was irrecoverable and was covered within the bad debt provision for 2020/21

#### **15. Award of the contract for the replacement of the district heating plant at Alnwick Court – KEY DECISION**

Councillor Harris, deputy leader and executive member for social housing, presented the report

In response to members' questions, Neil Watts explained that resources had been made available for retro-fitting and work would be done on hybrid solutions for each sheltered housing scheme in future plans.

#### **15. Award of the contract for the refurbishment of Carrow House – KEY DECISION**

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

**RESOLVED** to delegate authority to award the contract for the refurbishment of Carrow House to the executive director of development and city services in consultation with the cabinet member for sustainable and inclusive growth providing it is within the £1.82 million budget available having allowed for all fees and a prudent allocation for contingency.

#### **16. Procurement of postal delivery and collection services – KEY DECISION**

Councillor Harris, deputy leader and cabinet member for social housing, presented the report

The director of strategy and culture explained the contract operated on a pay-as-you-go basis and although a budget had been allocated it would not be necessarily be used in full.

**RESOLVED** to award a three-year contract for postal collection and delivery services to Royal Mail up to the value of £813,000.

**16. Award a contract for the roofing upgrades and repairs programme to Council dwellings – KEY DECISION**

The deputy leader presented the report

In response to a members' question, the executive director of community services said that the council was very much aware of the need to consider retro-fitting. This will include planning and funding options which would be considered in the coming months.

**17. Vote of thanks**

**RESOLVED** to record cabinet's appreciation for the service given by:-

- (1) Councillor Maguire who was leaving Cabinet as he had been elected Lord Mayor for the next civic year.
- (2) Nikki Rotsos, director of communications and culture, and Andy Watt, head of city development services, who were retiring from the Council, both of whom had long and distinguished careers at the authority

**18. Exclusion of the public**

**RESOLVED** to exclude the public from the meeting during consideration of items 19\* to \*22 (below) on the grounds contained in the relevant paragraphs of Schedule 12A of the Local Government Act 1972 (as amended).

**\*19. Norwich City Services Business Plan – exempt appendix (Paragraph 3)**

Councillor Maguire, cabinet member for safe and sustainable city development, presented the report.

Anne Gibson, chair and Hannah Leys, managing director then answered a number of members' questions concerning the business plan.

**RESOLVED** to approve the NCSL business plan 2021-24 which has been proposed by the NCSL board.

**\*20. Development of Three Score Phase 3 – exempt appendix (Paragraph 3)**

**RESOLVED** to note the various awards of contract and delegated decisions for the development of Three Score phase 3 as set out in the report.

**\*21. Internal Audit Provision – exempt appendix (Paragraph 4)**

**RESOLVED** to note the exempt appendix on the future provision of internal audit.

**\*22 Managing assets (non-housing) (Paragraph 3)**

(Cllr Harris left the meeting at this point as she had declared a pecuniary interest in this item)

**RESOLVED** to approve the disposal of the property asset described in the report.

CHAIR