

Cabinet

Date: Wednesday, 25 March 2015

Time: 17:30

Venue: Mancroft room, City Hall, St Peters Street, Norwich, NR2 1NH

Committee members:

Councillors:

Arthur (chair)
Waters (vice chair)
Bremner
Driver
Harris
Stonard

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Information for members of the public

Members of the public and the media have the right to attend meetings of full council, the cabinet and committees except where confidential information or exempt information is likely to be disclosed, and the meeting is therefore held in private.

For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website

AGENDA

1 Apologies

To receive apologies for absence

2 Public questions/petitions

To receive questions / petitions from the public (notice to be given to committee officer in advance of the meeting in accordance with appendix 1 of the council's constitution)

3 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)

4 Minutes

5 - 12

Purpose - to agree the accuracy of the minutes of the meeting held on 11 March 2015.

5 Additional staff resources for transport and green infrastructure projects

13 - 22

Purpose - To seek approval for the delivery mechanism for the second tranche of cycle city ambition funding and associated schemes

6 Scrutiny review of building social inclusion and capital in Norwich - report to follow

(Report of the executive head of strategy, people and neighbourhoods)

Purpose - To consider the scrutiny review.

7 Exclusion of the public

Purpose - Consideration of exclusion of the public.

EXEMPT ITEMS:

(During consideration of these items the meeting is not likely to be open to the press and the public.)

To consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part 1 of Schedule 12 A of the Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, members are asked to decide whether, in all circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

***8 Redundancy costs**

- This report is not for publication because it would disclose information relating to any individual as in para 1 of Schedule 12A to the Local Government Act 1972.

Date of publication: **Tuesday, 17 March 2015**

CABINET**17:30 to 19:07****11 March 2015**

Present: Councillors Arthur (chair), Waters (vice chair), Bremner, Driver, Harris and Stonard.

Also present: Councillor Boswell

1. APOLOGIES

Apologies were received from Laura McGillivray, chief executive officer.

2. PUBLIC QUESTIONS / PETITIONS

There were no public questions or petitions.

3. DECLARATIONS OF INTEREST

Councillors Arthur, Stonard and Driver declared a non-pecuniary interest in item 18, overview of external relationships, contracts and grants.

4. MINUTES

RESOLVED to agree the accuracy of the minutes of the meeting held on 4 February 2015.

5. PAY POLICY STATEMENT 2015-16

The deputy leader and portfolio holder for resources presented the report.

RESOLVED to:

- 1) note the report of the senior pay remuneration panel and agree the recommendations incorporated into the pay policy statement for 2015/16 as applicable; and,
- 2) recommend to full council to approve the pay policy statement for 2015/16

6. REDUCING INEQUALITIES ACTION PLAN

The deputy leader and portfolio holder for resources presented the report.

In response to a member's question, the policy performance and partnerships manager explained that the three wards selected for the initial work were chosen due to opportunities to maximise activities already happening in those areas. He pointed out that, whilst an argument could be made for work taking place in all wards, these three in particular offered a chance to link up good work already taking place.

The head of local neighbourhood services added that using a universal approach and tying work together in this way allows contact to be made with individuals who may have no direct contact with the council. This offers an opportunity for them to access council services via smaller, community led projects.

In response to a member's question, the policy performance and partnerships manager explained that cases of fuel poverty can often arise in areas perceived as being affluent. Experience has shown that this is often due to some of the housing stock being of low quality with poor installation

RESOLVED to:

- 1) agree the overall approach; and
- 2) delegate authority to the executive head of strategy, people and neighbourhoods, in liaison with the deputy leader, to agree the final version of the plan, giving consideration to comments from members.

7. FORMAL CO-OPERATION ON STRATEGIC PLANNING ISSUES THROUGH A SHARED NON-STATUTORY STRATEGIC FRAMEWORK

The portfolio holder for environment, development and transport presented the report.

RESOLVED to agree to co-operate on strategic planning matters through a shared non-statutory strategic framework, subject to revised terms of reference for the member forum, budget provision and detailed arrangements for framework production being agreed.

8. AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT-ADOPTION

The portfolio holder for environment, development and transport presented the report.

RESOLVED to:

- 1) adopt the *Affordable housing supplementary planning document* in accordance with regulation 14 of the Town and Country Planning (Local Development) (England) Regulations 2012.
- 2) delegate authority to the head of planning, in consultation with the portfolio holder for environment, development and transport, to make any further minor factual updates and corrections required prior to adoption, and to proceed with the necessary legal and administrative process to complete formal adoption.

9. BUSINESS RATES TRANSITIONAL RELIEF FOR SMALL AND MEDIUM PROPERTIES POLICY (KEY DECISION)

The deputy leader and portfolio holder for resources presented the report.

RESOLVED to approve the new business rates transitional relief for small and medium properties policy.

10. THE ANTISOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

The portfolio holder for neighbourhoods and community safety presented the report.

In response to a members question, the head of citywide services explained that the PSPO can be used to deal with dangerous dogs off leads, if this course of action provides the most desirable effect.

The head of local neighbourhood services added that in such circumstances, the first approach would always be to offer advice and encouragement before moving down the path of penalisation.

RESOLVED to:

- 1) approve the way in which the council can use the new powers contained within the Anti-Social Behaviour, Crime and Policing Act 2014, as detailed within the report; and
- 2) delegate actions to the appropriate managers as specified in the council's scheme of delegation.

11. SAFEGUARDING AND SAFER COMMUNITIES

The portfolio holder for customer services presented the report.

RESOLVED to agree the actions that have been put in place to ensure the council is meeting its safeguarding duties and responsibilities and to endorse:

- 1) the work to raise awareness of the signs of neglect within the council and how officers and members should respond;
- 2) the recommendations from the all district councils task and finish group on safeguarding and licensing and report these to the licensing committee for implementation;
- 3) the priorities and emerging themes contained within the Norfolk-wide domestic abuse change programme led by the community safety partnership, with the final recommendations to be reported back to cabinet in due course; and,
- 4) the council seeking White Ribbon Status for the city, with an update to be reported back to cabinet later in the year.

12. QUARTER 3 2014-15 PERFORMANCE REPORT

The leader of the council presented the report.

RESOLVED to accept the report and note progress against the corporate plan priorities.

13. REVENUE BUDGET MONITORING 2014-15 - PERIOD 10

The deputy leader and portfolio holder for resources presented the report.

RESOLVED to note the financial position as at 31 January 2015 and the forecast outturn for 2014/15.

14. ST ANDREWS MULTI-STOREY CAR PARK REMEDIAL WORKS CONTRACT AWARD (KEY DECISION)

The deputy leader and portfolio holder for resources presented the report.

RESOLVED to delegate to the executive head of regeneration and development, in consultation with the portfolio holder for resources, authority to award the contract for the St Andrews multi-storey car park remedial works (this being subject to a satisfactory evaluation process with the successful tender prices falling within the investment plan forecasts)

15.CONTRACT AWARD-HOUSING IMPROVEMENTS WORKS AND SERVICES (KEY DECISION)

The portfolio holder for housing presented the report.

In response to a member's question, the operations director (NPS Norwich Ltd.) explained that although insulation was not a part of this particular scheme, the insulation upgrade works were still ongoing and as such this area of improvement was taken care of.

RESOLVED to delegate to the executive head of strategy people and neighbourhoods authority to award the following two contracts in consultation with the portfolio holder for housing:

- 1) district heating upgrades – Bradecroft, Seabrook Court, Silkfields, and Waddington Court sheltered housing schemes; and,
- 2) site investigation services.

16.AWARD OF CONTRACTS FOR THE CONTRACT FRAMEWORK OF SUPPLIERS TO PROVIDE MINOR BUILDING WORKS IN CONNECTION WITH THE HOME IMPROVEMENT AGENCY INITIATIVE (KEY DECISION)

The portfolio holder for housing presented the report.

RESOLVED to approve the award of the contract and appointment of the suppliers detailed in appendix A, subject to the completion of final verification checks, for a period of four years from 1 July 2015.

17.CONSTITUTION REVIEW

The deputy leader and portfolio holder for resources presented the report.

RESOLVED to recommend council to adopt the:

- 1) revised version of Appendix 9, Statutory and proper officers; and
- 2) amendment to the planning applications committee's terms of reference (Appendix 4, Terms of reference of committees) by the insertion of an additional term of reference:

Power to confirm and revoke tree preservation orders

Councillors Arthur, Stonard and Driver left the meeting at this point, having declared a non-pecuniary interest in the following item.

18. AN OVERVIEW OF EXTERNAL RELATIONSHIPS, CONTRACTS AND GRANTS 2015-16 (KEY DECISION)

The deputy leader and portfolio holder for resources presented the report.

In response to a member's question, , the policy performance and partnerships manager said that, whilst awards of grants were at broadly similar levels to last year (in the case of those being given ongoing funding), comparison could be included in next year's report to show awards given in the previous year.

RESOLVED to note the partnerships and business relationships and contracts registers, as well as the grants to be awarded for 2015-16.

Councillors Arthur, Stonard and Driver were readmitted to the meeting.

19. HOME ENERGY CONSERVATION ACT REPORT 2015

The portfolio holder for environment, development and transport presented the report.

RESOLVED to approve the Home Energy Conservation Act report 2015 for publication.

20. COLLECTIVE SOLAR AUCTION SCHEME (KEY DECISION)

The portfolio holder for environment, development and transport presented the report.

In response to a member's question, the environmental strategy manager explained that potential suppliers will be invited to attend events which will be taking place prior to the auction. The aim of this would be for potential suppliers to develop an understanding of the requirements of the scheme. He added that surveys of property types would be carried out using an online tool, allowing individuals to provide panel number estimates etc.

RESOLVED to:

- 1) establish a collective solar auction scheme for the city and assist other authorities to participate in a local auction for Norfolk; and
- 2) delegate authority to the executive head of service regeneration and development to award a contract with the chosen partner in liaison with the cabinet member for environment and development.

21. SUPERFAST BRITAIN CONNECTION VOUCHERS

The leader presented the report.

RESOLVED to approve participation in the Superfast Britain Connection Vouchers Scheme commencing on 1 April 2015.

22. EXCLUSION OF THE PUBLIC

RESOLVED to exclude the public from the meeting during consideration items *23 to *25 (below) on the grounds contained in the relevant paragraphs of Schedule 12A of the Local Government Act 1972 (as amended).

***23. WRITE-OFF OF NON-RECOVERABLE NATIONAL NON-DOMESTIC RATE DEBT (PARAGRAPH 3)**

The deputy leader and portfolio holder for resources presented the report.

RESOLVED to:

- 1) note the level of NNDR debt which has been written off in the year to date; and
- 2) approve the proposed write off of £67,000 of NNDR debt.

***24. MANAGING ASSETS (GENERAL FUND) (PARAGRAPH 3)**

The deputy leader and portfolio holder for resources presented the report.

RESOLVED to approve the disposal of the land as detailed in the report.

***25. MANAGING ASSETS (HRA) (PARAGRAPH 3)**

The portfolio holder for housing presented the report.

RESOLVED to approve the disposal of a housing property and a piece of verge land as described within the report.

CHAIR

Report to Cabinet
25 March 2015
Report of Executive head of regeneration and development
Subject Additional staff resources for transport and green infrastructure projects

Item

5

KEY DECISION

Purpose

To seek approval for the delivery mechanism for the second tranche of cycle city ambition funding and associated schemes

Recommendations

- 1) To welcome the award of a further £8.4M cycle city ambition funding to be spent in 2015/16, 2016/17 and 2017/18
- 2) To note the bid for funding to continue the Walk Norwich programme into a second phase and approve the addition to the capital and revenue budget for 2015/16 of the monies subject to confirmation of the funding from DfT
- 3) To approve the mechanism outlined in this report to deliver CCAG2, NATS and any Walk Norwich programme;

Corporate and service priorities

The report helps to meet the corporate priority “A safe and clean city” and “value for money services” and the service plan priority of delivering the cycle ambition programme.

Financial implications

The on-going costs of employing additional staff will be fully funded through the capital projects over the next 3 years resulting in no additional burden on the general fund.

Ward/s: All

Cabinet members:

Councillor Stonard – Environment development and transport

Councillor Waters - Resources

Contact officers

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Background documents

None

Report

Background

1. At budget council on 17 February 2015 approval was given to the addition of the extended Push the Pedalways (cycle city ambition) programme to the 2015/16 to 2019/20 capital plan and the 2015/16 capital programme, subject to the Department for Transport (DfT) approving the application for funding. On 2 March 2015 the DfT confirmed the funding and the council will receive £8.4 M cycle city ambition grant (CCAG2) to be spent over the next three years.
2. This £8.4 M will be combined with match funding to implement the blue pedalway along the A11 corridor from Wymondham to the city centre and then out to the North Walsham Road and the yellow pedalway between the University Technical College at the southern end of Hall Road and the airport.
3. As the funding will be available from 1 April 2015, a delivery mechanism for this second tranche of funding needs to be quickly put in place.
4. On the back of the first phase of cycle city ambition funding the city council received £228k of revenue funding for walking projects in 13/14 & 14/15, which made up the Walk Norwich programme. A bid has just been submitted for a further £500k revenue and £500k capital funding to continue the Walk Norwich programme.
5. Members should also note that in addition to the £8.4M of CCAG 2 funding that is available, Norfolk County Council has secured £7 M of Local Growth Fund (LGF) for Norwich Area Transportation Strategy (NATS) measures in the city centre to be spent over the next 4 years and a further £4.1 M of LGF funding to be spent on sustainable transport measures on the A11 corridor between Wymondham and the city centre to be spent over the 4 years starting 16/17. Along with other sources of funding including CIL and DfT challenge funding to address flooding issues this represents an overall budget of in excess of £20 M of investment in transport and green infrastructure projects over the next 4 years.

Delivering CCAG2, NATS and a continued Walk Norwich programme

6. Phase 1 of the cycling ambition programme (CCAG1), using £3.7m of DfT funds matched with £2m of local money between 2013 and 2015, is being led by the council. Given tight timescales, the approach differs from previous delivery having had a greater reliance on external consultants. The management requirements associated with this have proved to be more than anticipated with the result that in-house staff resource has had to be allocated to the project – at the expense of other work programmes. Also there have been difficulties in the council leading on delivery of projects outside its administrative area.
7. CCAG1 had to be delivered over a short timescale which made the greater use of external resources attractive. However both CCAG2 and NATS work funded via the LGF will run over 3 to 4 years. The extended funding period to deliver the CCAG2 and NATS projects will enable the council to consider other options including the possible appointment of staff to also enhance the capacity of existing in-house teams to deliver a capital programme of significant scale.

8. CCAG2 and NATS projects are inextricably linked and will be being delivered at the same time with in some circumstances funding resources being pooled to deliver both CCAG2 and NATS outcomes.
9. For many years major infrastructure projects in the city have been delivered in collaboration with Norfolk County Council. This has proved to be a tried and tested model as used on other city centre improvement scheme such as the £10 million Public Transport Major (city centre bus priority and bus station), £1 million Prince of Wales Road mixed priority route safety scheme, the bus rapid transit schemes in Dereham Road, the Better Bus Area schemes in Grapes Hill and St Stephens and the Growth Point funded schemes at Barrack Street and St Augustine's gyratory.
10. In light of experience with CCAG1, the links between CCAG2 and NATS and the success of previous partnership delivery, it is proposed that the forthcoming CCAG2 and NATS infrastructure projects will be also delivered through the collaborative approach – also fully involving Broadland and South Norfolk District Councils.
11. The suggested way forward allows the city and county councils to work jointly to exploit their respective areas of expertise.
 - Norfolk County Council - programme and project management, traffic signals, road safety and the majority of civil and traffic engineering
 - Norwich City Council - landscape, public realm, traffic regulation orders, consultation, street works co-ordination, cycle design and some civil and traffic engineering. If the Walk Norwich phase 2 bid is successful it is proposed that the lead continues with the council as successfully taken forward in phase 1.

Staffing

13. The scale of expenditure connected with CCAG2, NATS projects and potential Walk Norwich extension will require considerable additional staff resource to be allocated to their delivery. Furthermore it is essential to secure the staffing as soon as possible to ensure timely and efficient delivery of the programmes.
14. In overall terms it is anticipated that up to 7 FTE city council staff will be required to deliver the CCAG2 and NATS programmes working with county council staff. The time undertaken by these staff to deliver the programmes will be charged the projects and this cost will therefore be capitalised. The target fee cost is 20% of total cost; consistent with previous major transport project delivery. A further 1 FTE on an 18 month contract will be required if the Walk Norwich bid is successful
15. The city council cannot resource these 7 FTE just through making use of existing staff. Initial estimates indicate that up to 5 additional FTE (out of the 7) may therefore need to be secured to deliver the projects

To await any decision until the next cabinet in June will greatly undermine successful programme delivery. It is therefore proposed that the Executive head of regeneration and development identifies an appropriate staffing structure to deliver the programme, on the understanding that any increase to the establishment is fully funded by the programme, and that no more than 5 additional FTE's are recruited. The executive head of customers, communications and culture will also need to

recruit 1 FTE on an 18 month contract for the Walk Norwich project, should that bid prove successful

Integrated impact assessment



NORWICH
City Council

Report author to complete

Committee:	Cabinet
Committee date:	11 March 2015
Head of service:	Dave Moorcroft
Report subject:	Additional staff resources for transport and green infrastructure projects
Date assessed:	9 March 2015
Description:	To approve the delivery mechanism for the second tranche of cycle city ambition funding and associated schemes

	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"/>	Experience from delivering the first tranche of cycle city ambition funding has highlighted challenges in employing external consultants to undertake work on the council's behalf. A key consideration in determining any additional staff requirement will be possible redundancy costs, and how these can be mitigated.
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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The cycle ambition funding is closely linked to the city deal. The major investment in transport and green infrastructure in the greater norwich area will boost the local economy
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"/>	

	Impact			
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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Encoraging modal shift with the aim of getting more people to walk cycle and use public transport will enable everyone to move more easily around the city.
Natural and built environment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All new transportaion and green infrastructure schemes will aim to improve the natural and built environment. Where possible sustainable drainage techniques will be used to reduce flooding risks

	Impact			
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Encouraging cycling and a general shift away from the use of the private car should have a positive impact on pollution
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"/>	Encouraging cycling and a general shift away from the use of the private car should have a positive impact on the environment
(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

Significant opportunity to deliver sustainable urban transport for the city to meet growth, economic , social and environmental objectives

Negative

Appropriate mitigation strategies in the event of necessary recruitment and possible redundancy at the end of the programmes

Neutral
Issues