

# Communities Committee

Date: **Wednesday, 04 July 2018**

Time: **10:00**

Venue: **Edwards Room, County Hall,  
Martineau Lane, Norwich, Norfolk, NR1 2DH**

**Persons attending the meeting are requested to turn off mobile phones.**

## **Membership**

Mrs M Dewsbury - Chairman

Ms J Barnard

Dr C Jones

Mr D Bills

Mr M Kiddle-Morris - Vice-Chairman

Mrs S Butikofer

Mr I Mackie

Mr N Dixon

Ms C Rumsby

Mr R Hanton

Ms S Squire

Mr H Humphrey

Mr J Ward

**For further details and general enquiries about this Agenda  
please contact the Committee Officer:**

Julie Mortimer on 01603 223055 or email [committees@norfolk.gov.uk](mailto:committees@norfolk.gov.uk)

**Under the Council's protocol on the use of media equipment at meetings held in public, this meeting may be filmed, recorded or photographed. Anyone who wishes to do so must inform the Chairman and ensure that it is done in a manner clearly visible to anyone present. The wishes of any individual not to be recorded or filmed must be appropriately respected.**

# A g e n d a

1. To receive apologies and details of any substitute members attending

2. To confirm the minutes from the Communities Committee meeting held on 21 May 2018.

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3. **Declarations of Interest**

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter.

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is not on your Register of Interests you must declare that interest at the meeting and not speak or vote on the matter

In either case you may remain in the room where the meeting is taking place. If you consider that it would be inappropriate in the circumstances to remain in the room, you may leave the room while the matter is dealt with.

If you do not have a Disclosable Pecuniary Interest you may nevertheless have an **Other Interest** in a matter to be discussed if it affects

- your well being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

If that is the case then you must declare such an interest but can speak and vote on the matter.

4. **Any items of business the Chairman decides should be considered as a matter of urgency**

5. **Public QuestionTime**

Fifteen minutes for questions from members of the public of which due notice has been given.

Please note that all questions must be received by the Committee Team ([committees@norfolk.gov.uk](mailto:committees@norfolk.gov.uk)) by **5pm Friday 29 June 2018**. For guidance on submitting public question, please view the Consitution at [www.norfolk.gov.uk](http://www.norfolk.gov.uk).

For guidance on submitting public question, please visit [www.norfolk.gov.uk/what-we-do-and-how-we-work/councillors-meetings-decisions-and-elections/committees-agendas-and-recent-decisions/ask-a-question-to-a-committee](http://www.norfolk.gov.uk/what-we-do-and-how-we-work/councillors-meetings-decisions-and-elections/committees-agendas-and-recent-decisions/ask-a-question-to-a-committee) or view the Constitution at [www.norfolk.gov.uk](http://www.norfolk.gov.uk).

6. **Local Member Issues/ Member Questions**

Fifteen minutes for local member to raise issues of concern of which due notice has been given.

Please note that all questions must be received by the Committee Team

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|---|----------------|
| <b>7. Norfolk Armed Forces Covenant Terms of Reference and the Appointment of a New Commissioner</b><br>Report by the Executive Director of Community & Environmental Services. | <b>Page 34</b> |
| <b>8. Norfolk Fire and Rescue Service – key performance challenges</b><br>Report by the Executive Director of Community & Environmental Services.                               | <b>Page 41</b> |
| <b>9. Norfolk Day Presentation</b><br>Presentation by the Assistant Director, Culture and Heritage.   | <b>Page</b>    |
| <b>10. Norfolk Against Scams Partnership (NASP) Steering Group - Terms of Reference</b><br>Report by the Executive Director of Community & Environmental Services.              | <b>Page 50</b> |
| <b>11. Mobile Library Service</b><br>Report by the Executive Director of Community & Environmental Services.  | <b>Page 56</b> |
| <b>12. Work and health in Norfolk</b><br>Report by the Executive Director of Finance & Commercial Services.   | <b>Page 61</b> |
| <b>13. Finance Monitoring</b><br>Report by the Executive Director of Community & Environmental Services   | <b>Page 68</b> |
| <b>14. Risk management</b><br>Report by the Executive Director of Community & Environmental Services.   | <b>Page 73</b> |
| <b>15. Performance management</b><br>Report by the Executive Director of Community & Environmental Services.  | <b>Page 79</b> |
| <b>16. Forward Plan and decisions taken under delegated authority</b><br>Report by the Executive Director of Community & Environmental Services.                                | <b>Page 94</b> |

## **Group Meetings**

Conservative      9:00am Conservative Group Room, Ground Floor  
Labour              9:00am Labour Group Room, Ground Floor  
Liberal Democrats 9:00am Liberal Democrats Group Room, Ground Floor

**Chris Walton**  
**Head of Democratic Services**  
County Hall  
Martineau Lane  
Norwich  
NR1 2DH

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