

Communities Committee

**Minutes of the Meeting Held on Wednesday 19 October 2016
10:00am Edwards Room, County Hall, Norwich**

Present:

Mrs M Dewsbury - Chairman

Mr R Bearman
Mrs A Bradnock
Mrs J Brociek-Coulton
Mr D Crawford
Mrs H Cox
Mr N Dixon
Mr D Harrison
Mr H Humphrey

Mr J Law
Mr W Northam
Mr M Sands
Mr N Shaw
Mr P Smyth
Mr J Ward
Ms S Whitaker

1. Apologies and substitutions

- 1.1 Apologies were received from Mr C Aldred; Mr J Childs (Mr D Crawford substituted); Ms C Rumsby (substituted by Ms S Whitaker)

2. To agree the minutes of the meeting held on 7th September 2016.

- 2.1 The minutes of the meeting held on 7th September 2016 were agreed as an accurate record by the Committee and signed by the Chair, subject to the following amendments:
- To add, as an appendix, the list of appointees to internal and external bodies.

3. Declarations of Interest

- 3.1 There were no declarations of interest.

4. Urgent business

- 4.1 No items of urgent business were raised.

5. Public Question Time

- 5.1 There were no public questions received.

6. Local Member Issues / Members Questions

- 6.1 One Local Member question was received, the question and response can be found at Appendix A to these minutes.

7. Finance Monitoring

- 7.1 The Committee received the annexed report (7) from the Executive Director of Community and Environmental Services which provided the Committee with information on the latest budget position for the Committee for 2016-17. It provided information on any forecast over and underspends and the forecast use of reserves.
- 7.2 The Committee **RESOLVED** to:
- Note the revenue budget for 2016-17.
 - Note the current risks being managed by services.
 - Note the capital budget for the 2016-17 capital programme.
 - Note the balance and current forecast of reserves as shown in section 4 of the report.

8. 2017-2018 Budget and Medium Term Financial Planning 2017-2018 to 2019-2020

- 8.1 The Committee received the annexed report (8) from the Executive Director of Communities and Environmental Services which provided an update on the Service Committee's detailed planning to feed into the Council's budget process for 2017-18. The report formed part of the strategic and financial planning framework for Service Committees and provided an update on the Council's budget setting process, and sets out details of the actions required by Service Committees to enable the Council to set a balanced budget for 2017-18.
- 8.2 The Committee noted concerns raised by Mr Smyth regarding proposed savings and their potential impact upon flooding risk areas in Norfolk. During the ensuing discussion the Committee made reference to the impact of any proposals on library staff.
- 8.3 Mr Bearman proposed, duly seconded, an amendment to recommendation 2 in the report to include the following additional wording, '...including allocating £490k to the fire service to offset their required savings in 2017/18'. Upon being put to the vote, the amendment was agreed by the Committee.
- 8.4
1. The Committee **NOTED** that the Council's budget planning included;
 - a) An assumed increase in council tax of 2% for the Adult Social Care precept and an inflationary increase of 1.8% in 2017/18; and
 2. **RECOMMENDED** to Policy and Resources the use of the £4.6m 2016-17 transitional grant monies to help ameliorate the level of savings required in 2017-18 including allocating £490k to the fire service to offset their required savings in 2017/18.

3. In order to help close the 2017-18 budget gap as set out in section 2 of the report:
 - a) Agree the proposed new savings for 2017-18 for consultation where necessary.
 - b) Consider what scope there is for bringing forward the 2017-18 savings above for implementation in 2016-17.

9. Update on Key Service Issues and Activities (including decisions taken under delegated authority)

- 9.1 The Committee received the report by the Executive Director of Community and Environmental Services which provided information about key service issues and activities supporting the Council's transparency agenda and enabled Members to keep updated on services within its remit. The report was also used to update the Committee on relevant decisions taken under delegated powers by the Executive Director within the Terms of Reference of the Committee. There were no delegated decisions to report to this meeting.
- 9.2 The Committee **RESOLVED** to;
 - Note the latest service updates at Appendices A-C of the report.

10. Review of the Enforcement Policy and the Consumer Services Policy

- 10.1 The Committee received the report by the Executive Director of Community and Environmental Services setting out proposed changes to the Enforcement Policy.
- 10.2 The Committee **RESOLVED** to:
 - Approve the Enforcement Policy (Set out in Appendix 1 of the report and its annexed documents) and to Agree to the ongoing review of the Policy on an annual basis.
 - Approve the Consumer Services Policy as set out in Appendix 2 of the report.

11. Trading Standards Service – future delivery model

- 11.1 The Committee received the report from the Executive Director of Community and Environmental Services which provided the Committee with an update on the outcomes of the project for consideration.
- 11.2 The Committee **RESOLVED** to:
 - Agree the Norfolk Trading Standards Service should work more collaboratively with the Suffolk Trading Standards Service, and
 - Agree that a collaborative action plan be developed to ensure that proposed service developments are further explored and implemented if appropriate.

Chairman



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6. Local Member Question**6.1 Question from Emma Corlett**

With flooding an increased risk in the county, not only in coastal areas but also in urban divisions such as my own. How many of our fire fighters (both full time and retained) are trained to deal with flooding safely, with the correct protective equipment, and which stations are those with the training based i.e. What is the geographical spread of cover?

Response by Chairman of Communities Committee

- All operational staff have basic Water Safety Awareness training, and all 53 fire engines carry throwing lines and hose inflation kits for shore-based rescues.
- 12 stations out of 42 have Flood First Responder training, and are equipped with drysuits and 15 person inflatable powered evacuation rafts. These crews are able to wade in shallow, slow moving water.
 - Retained: Acle, Downham Market, Great Yarmouth, King's Lynn, Loddon, Martham, Methwold, Sheringham, Thetford, Wroxham; these stations operate 4WD fire engines able to wade through flood waters up to 750mm depth.
 - Wholetime: North Earlham, Sprowston
 - Training target: 270 personnel
- 4 stations are further trained for Swift Water Rescue and equipped with inflatable rescue paths, rafts and powered boats, transported by 4WD vans.
 - King's Lynn, Carrow, Dereham (USAR), Thetford
 - Training target: 106 personnel
- 1 station (Carrow) operates a flood trained Underwater Search & Recovery unit (dive team) of 10 personnel.
- All training and equipment meets or exceeds national guidance
- Locations were determined by assessment of surface water and tidal flood risk.