

Norfolk County Council

Date: **Tuesday 13 December 2022**

Time: **10.00 am**

Venue: **Council Chamber, County Hall, Martineau Lane,
Norwich NR1 2DH**

Supplementary Agenda

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Recommendations from the Cabinet Meeting held on 5 December 2022

1. Mid-Year Treasury Management Monitoring Report 2022-23

- 1.1 Cabinet received the report providing details of the 2022-23 treasury activities and highlighting compliance with policy and strategy previously approved in relation to treasury management.
- 1.2 Cabinet **RESOLVED** to endorse and recommend to County Council the Mid-Year Treasury Management Monitoring Report 2022-23

2. Finance Monitoring Report 2022-23 P7: October 2022

- 2.1 Cabinet received the report providing a summary of the forecast financial position for the 2022-23 Revenue and Capital Budgets, General Balances, and the Council's Reserves at 31 March 2023, together with related financial information.
- 2.2 Cabinet **RESOLVED**
1. To recommend to full Council the addition of **£40.921m** to the capital programme to address capital funding requirements funded mostly from various external sources as set out in detail in capital Appendix 3 of the report, paragraph 4.1 and 4.2 as follows:
 - £38.826m grant funding updates from the Department of Transport for various capital projects, including the West Winch Bypass £3.188m and the NWL £35.596m
 - £2m uplift to the Schools ICT Refresh budget for the rolling programme
 - £0.095m uplift to the Norwich Castle: Royal Palace Reborn project to fund monitoring and quality assurance measures (see Appendix 3 of the report: Note 4.2)
 2. Subject to full Council approval of recommendation 1 to delegate:
 - 2.1) To the Director of Procurement authority to undertake the necessary procurement processes including the determination of the minimum standards and selection criteria (if any) and the award criteria; to shortlist bidders; to make provisional award decisions (in consultation with the Chief Officer responsible for each scheme); to award contracts; to negotiate where the procurement procedure so permits; and to terminate award procedures if necessary.
 - 2.2) To the Director of Property authority (notwithstanding the limits set out at 5.13.6 and 5.13.7 of Financial Regulations) to negotiate or tender for or otherwise acquire the required land to deliver the schemes (including temporary land required for delivery of the works) and to dispose of land so acquired that is no longer required upon completion of the scheme;
 - 2.3) To each responsible chief officer authority to:

- (in the case of two-stage design and build contracts) agree the price for the works upon completion of the design stage and direct that the works proceed; or alternatively direct that the works be recompeted
- approve purchase orders, employer's instructions, compensation events or other contractual instructions necessary to effect changes in contracts that are necessitated by discoveries, unexpected ground conditions, planning conditions, requirements arising from detailed design or minor changes in scope
- subject always to the forecast cost including works, land, fees and disbursements remaining within the agreed scheme or programme budget.
- That the officers exercising the delegated authorities set out above shall do so in accordance with the council's Policy Framework, with the approach to Social Value in Procurement endorsed by Cabinet at its meeting of 6 July 2020, and with the approach set out in the paper entitled "Sourcing strategy for council services" approved by Policy & Resources Committee at its meeting of 16 July 2018.

[Please click here to view the reports considered by Cabinet at its meeting on 5 December 2022 and the minutes of that meeting](#)

**Cllr Andrew Proctor
Chairman, Cabinet**

**Report from the Cabinet
meeting held on 5 December 2022**

1. CES Compliance and Enforcement Policy – Annual Review

- 1.1 Cabinet received the report setting out the Community and Environmental Services Compliance and Environmental Policy which had been reviewed and updated to reflect recent changes to legislation and guidance.
- 1.2 Cabinet **RESOLVED** to approve the revised CES Compliance and Enforcement Policy at Appendix A of the report, including its annex documents

2. Better Care Fund 2022/23

- 2.1 Cabinet received the report proposing that Cabinet delegate the completion and execution of the Better Care Fund (BCF) section 75 agreement (“the s75”) to the Executive Director of Adult Social Services. This would allow the agreement to be finalise within timelines as required by the BCF Planning Requirements
- 2.2 Cabinet **RESOLVED** to delegate the authority to complete and execute the Better Care Fund (BCF) section 75 (s75) agreement to James Bullion, Executive Director Adult Social Services.

3. Winter Capacity Planning

- 3.1 Cabinet received the report setting out a Winter Framework of key activity planned across Adult Social Care and linking with other partners in our Integrated Care System, to support system resilience over the coming months to meet the needs of support our population live as healthy life as possible during winter through working.
- 3.2 Cabinet **RESOLVED** to approve the Winter Capacity Plan and work being carried out with our partners across the social care and health system to support our residents during the coming months.

4 Terms of Reference for Transport for Norwich Advisory Committee

- 4.1 Cabinet received the report setting out the updated terms of reference of the Transport for Norwich Advisory Committee, agreed at their meeting of the 29 September 2022.
- 4.2 Cabinet **RESOLVED** that the Terms of Reference agreed by the Transport for Norwich Advisory Committee should be endorsed by the Cabinet.

5. Mid-Year Treasury Management Monitoring Report 2022-23

5.1 *Please refer to the “Cabinet recommendations to full council” report.*

6. Finance Monitoring Report 2022-23 P7: October 2022

6.1 Cabinet received the report providing a summary of the forecast financial position for the 2022-23 Revenue and Capital Budgets, General Balances, and the Council’s Reserves at 31 March 2023, together with related financial information.

6.2 *For recommendations 1 and 2, please refer to the “Cabinet recommendations to full council” report.*

Cabinet RESOLVED

3. To recognise the period 7 general fund revenue forecast of a £3.011m overspend (0.65% of net budget), noting also that Executive Directors will take measures to reduce or eliminate potential over-spends where these occur within services;
4. To recognise the period 7 forecast of 92% savings delivery in 2022-23, noting also that Executive Directors will continue to take measures to mitigate potential savings shortfalls through alternative savings or underspends;
5. To note the forecast General Balances at 31 March 2023 of **£23.840m**, assuming the Council will mitigate the overspends reported in P7.
6. To note the expenditure and funding of the revised current and future 2021-26 capital programmes.
7. To note the update on the Autumn Statement and that implications of Government announcements will be reflected in the Council’s 2023-24 budget planning and further informed by the Provisional Local Government Finance Settlement expected later in December.

**Cllr Andrew Proctor
Chairman, Cabinet**

Report of the Employment Committee Meeting held on 30 November 2022

1. Updates from the Chairman/Committee Members

- 1.1 A Committee Member requested an update on the impact of the Family Assessment and Safeguarding Team (FAST) Social Workers scheme which was discussed at the previous meeting on 28 October 2021. As this scheme was discussed in private session on the 28 October 2021 it was agreed that a private briefing would be given to the Committee following discussion of the exempt minutes.
- 1.2 A Committee Member requested that the Committee receive an update on changes to senior management structure following the announcement that the Executive Director of Finance and Commercial Services and Director of Governance were leaving the organisation and not being replaced, and changes announced to management in Children's Services. The Director of People replied that changes if there were any changes to senior gradings following the Council restructure would be brought to the Committee in due course. The management changes in Childrens' Services were to junior management and outside the remit of the Committee.

2. Annual Leave entitlement and the 2022-23 pay award

- 2.1 The Committee received the report setting out proposals for employees covered by the Local Government Services (Green Book) national pay deal to include an additional day of annual leave from 1 April 2023 and a proposal to allow employees to apply to sell up to five days of annual leave for the year 2022-23 onwards
- 2.2 The Employment Committee:
 - Agreed an increase of one day of additional annual leave entitlement for employees on salary scales A-S and those on Soulbury salary scales.
 - Agreed the introduction of a Selling Annual Leave policy, which allows employees to sell up to five days of leave per year back to Norfolk County Council, for a period of two years followed by a review by this committee to identify the impact of the scheme and whether it should continue.
 - Delegated signing off final details of the Selling Annual Leave policy to the Director for People.

**Cllr Graham Plant
Vice Chairman**

