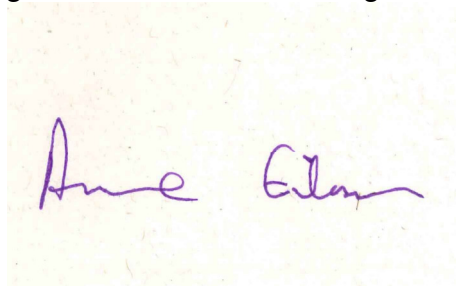


To: Members of the County Council

The next meeting of the County Council will be held at County Hall, Norwich on Monday 20 January 2014 **commencing at 10.00 a.m.** The agenda for the meeting is set out overleaf.

You will receive an email alert which will contain a link to the full agenda, published on the Norfolk County Council website. This document can be downloaded onto your iPad and opened in iAnnotate prior to the meeting (instructions overleaf).

Members are asked to bring their iPad to the meeting to view the agenda and reports.



Chief Executive (Acting)

County Hall,
Martineau Lane,
Norwich,
NR1 2DH

10 January 2014

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Norfolk County Council at your service

Council

Date: **Monday 20 January 2014**
Time: **10.00a.m**
Venue: **Council Chamber, County Hall, Norwich**

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

If the meeting has not concluded by 1pm, the Chairman will propose a 30 minute break with the agreement of members. Sandwiches and refreshments will be on sale in the Marble Map area.

This meeting may be recorded for subsequent publication via the Council's internet site – at the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded. You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained in accordance with the Council's Records Management Policy.

Prayers To Call the Roll

AGENDA

1. **Minutes**

To confirm the minutes of the meetings of the Council held on 25 November 2013 (Page **6**)

2. **To receive any announcements from the Chairman**

3. **Members to Declare any Interests**

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. It is recommended that you declare that interest but it is not a legal requirement.

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. **Questions to the Leader of the Council**

5. **Committee Governance**

To receive an update briefing from the Chairman of the Committee Governance Steering Group

6. **Notice of Motions**

Notices of motions have been given in accordance with Rule 10 of the Council Procedure Rules as follows:-

- | | | |
|-------|---------------------------|-------------------|
| (i) | Proposed by Mr B. Borrett | (Page 24) |
| (ii) | Proposed by Mr B. Borrett | (Page 24) |
| (iii) | Proposed by Ms E. Corlett | (Page 25) |
| (iv) | Proposed by Mr J. Childs | (Page 26) |
| (v) | Proposed by Mr J. Dobson | (Page 26) |
| (vi) | Proposed by Mr J. Dobson | (Page 28) |

7. **Cabinet Recommendations**

Meetings held on 2 December 2013 and 6 January 2014 (Page **29**)

8. Reports

Cabinet (Questions to Cabinet Members)

Meetings held on 2 December 2013 and 6 January 2014

- Finance, Corporate & Personnel (Page **31**)
- Public Protection (Page **33**)
- Safeguarding (Page **34**)
- Schools (Page **35**)
- Adult Social Services (Page **36**)
- Communities (Page **36**)
- Economic Development (Page **37**)
- Environment, Transport, Development & Waste (Page **38**)

Cabinet Scrutiny Committee

Meeting held on 19 November 2013 (Page **40**)

Personnel Committee

Meetings held on 22 November and 2 December 2013 (Page **43**)

Norfolk Health Overview and Scrutiny Committee

Meeting held on 28 November 2013 (Page **44**)

Planning (Regulatory) Committee

Meeting held on 6 December 2013 (Page **45**)

Joint Committees

- Norwich Joint Highways Agency Committee meeting held on 28 November 2013 (Page **47**)
- Joint Museums Committee meetings held on 22 November 2013 and 3 January 2014 (Page **50** and **52**)
- Norfolk Records Committee meetings held on 22 November 2013 and 3 January 2014 (Page **55** and **57**)

Overview and Scrutiny Panels

Items considered by Panels (for information only)

(Page 59)

9. Appointments to Committees/Panels etc

- (i) To note appointments made by the Chief Executive under delegated powers:-

Mr B. Bremner to a vacancy on the Community Services Overview and Scrutiny Panel

Mr T.Jermy to a vacancy on the Fire and Rescue Overview and Scrutiny Panel

Mr E. Seward to replace Mr B. Hannah on the Health Overview and Scrutiny Committee

Mr D. Thomas to replace Mr B. Hannah on the Fire and Rescue Overview and Scrutiny Panel

- (ii) To consider any proposals from Group Leaders for changes to appointments

10. To answer Questions on notice under Rule 8.3 of the Council Procedure Rules

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

Date Agenda Published: 10 January 2014

For further details and general enquiries about this Agenda please contact the Assistant Head of Democratic Services:

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Norfolk County Council

Minutes of the Meeting Held on 25 November 2013

Present:	Mr T Adams	Mr J Joyce
	Mr S Agnew	Ms A Kemp
	Mr C Aldred	Mr M Kiddle-Morris
	Mr S Askew	Mr J Law
	Mr M Baker	Mrs J Leggett
	Mr R Bearman	Mr B Long
	Mr R Bird	Mr I Mackie
	Mr B Borrett	Mr I Monson
	Dr A Boswell	Mr J Mooney
	Mr B Bremner	Mrs E Morgan
	Mrs J Brociek-Coulton	Mr S Morphew
	Mr M Carttiss	Mr G Nobbs
	Mr M Castle	Mr W Northam
	Mrs J Chamberlin	Mr R Parkinson-Hare
	M Chenery of Horsbrugh	Mr J Perkins
	Mr J Childs	Mr A Proctor
	Mr R Coke	Mr D Ramsbotham
	Ms E Corlett	Mr W Richmond
	Mrs H Cox	Mr D Roper
	Mr D Crawford	Mr M Sands
	Mr A Dearnley	Mr E Seward
	Mrs M Dewsbury	Mr N Shaw
	Mr N Dixon	Mr M Smith
	Mr J Dobson	Mr R Smith
	Mr T East	Mr P Smyth
	Mr T FitzPatrick	Mrs M Somerville
	Mr C Foulger	Mr B Spratt
	Mr T Garrod	Mr M Storey
	Mr P Gilmour	Dr M Strong
	Mr A Grey	Mrs A Thomas
	Mr A Gunson	Mr D Thomas
	Mrs S Gurney	Mr J Timewell
	Mr P Hacon	Miss J Virgo
	Mr B Hannah	Mrs C Walker
	Mr D Harrison	Mr J Ward
	Mr S Hebborn	Mr B Watkins
	Mr H Humphrey	Ms S Whitaker
	Mr B Iles	Mr A White
	Mr T Jermy	Mr M Wilby
	Mr C Jordan	Mrs M Wilkinson

Total present: 80

Apologies for Absence:

Apologies were received from Mr A Byrne, Mr S Clancy, Mr D Collis and Ms D Gihawi.

The Chairman also announced that Leader would be leaving at 1pm for a meeting with Vince Cable MP.

1 **Minutes**

1.1 The minutes from the Council meeting held on 16 September 2013 were agreed as a correct record and signed by the Chairman, subject to the following amendment:-

Item 7.5.2 should refer to the Children's Services Overview and Scrutiny Panel, not CROSP. The same amendment should be made to the action note on page 26 of the minutes.

1.2 The minutes from the Council meeting held on 28 October 2013 were agreed as a correct record and signed by the Chairman.

2 **Chairman's Announcements**

2.1 The Chairman announced that a collection of non-perishable food items would be held during this week, to be donated to the Norfolk Food Banks, and encouraged Members to bring donations into County Hall.

2.2 The Chairman then advised Members that at the next weeks meeting of Cabinet the Norfolk In Care Council would be presenting the new promise for Norfolk Children in Care and Leaving Care.

3 **Declarations of Interest**

3.1 The following interest were declared:-

Mr Hacon, as a Member of the Broads Internal Drainage Board, in respect of item 6, report of the Corporate Resources Overview and Scrutiny Panel, (the Flood and Water Management Act 2010).

Mr Shaw, as a Member of the Broads Internal Drainage Board, in respect of item 6, report of the Corporate Resources Overview and Scrutiny Panel, (the Flood and Water Management Act 2010).

Ms Corlett as an employee of the Norfolk and Suffolk NHS Foundation Trust, in respect of item 10, Norfolk Health Overview and Scrutiny Committee.

Mr Childs, as the owner of a public house, in respect of item 8(ii).

4 **Questions to the Leader of the Council**

4.1 **Question from Mr Spratt**

Many rural sports people are upset that the cricket pavilion in Lakenham will be pulled down as it is an institution in Norfolk and a part of the culture of Norwich. Why does the pavilion have to be pulled down?

The Leader responded that as a Lakenham man himself he had fond memories of the pavilion and believed that the ground should not be demolished. He advised that Norwich City Council had opposed the development at every stage but that this had been turned down on appeal by the Planning Inspectors, who had paid little attention to local opinion. He agreed to write to Mr Spratt confirming this.

4.2 **Question from Mr Borrett**

There is great interest in the consultation document at the moment as tough decisions are to be made. With £50m of savings still unidentified, could the Leader advise when he intends to consult on the remainder?

The Leader responded that he would be consulting sooner than the previous administration had in similar circumstances. The same procedures had been employed as the Conservative administration had not decided on all the savings they would need to make within the first year of their consultation. The current Administration did not know what the financial situation would be in three years time and in part it depended upon money which would be received for health services. A detailed programme had been made available for the first and second year.

4.3 **Question from Mr Bearman**

Following media coverage of Norfolk County Council working in partnership with Suffolk County Council, when can we expect to hear details of any new savings which would be made as a result of new joint projects, instead of savings which were already happening?

The Leader responded that meetings between the Managing Directors of both authorities would take place in December and savings would be quantified then. He hoped everybody would welcome this venture. County Council budgets were massive compared with district council budgets and it was important that the County Councils did more joint working. As soon as there was more information to share regarding savings, the Leader would share it. He noted that Norfolk County Council did not pay for the launch event.

4.4 **Question from Mr Watkins**

Mr Watkins noted that more economic opportunities were needed to grow the local economy and bring benefits to Norwich, to drive growth and unlock more enterprise opportunities. The Ipswich City Deals bid had already been given approval. When would we hear the result of the Norwich bid?

The Leader replied that he hoped it would be soon. The bid had been submitted and the decision was now in the hands of the Government. He noted that he was meeting with Vince Cable that day and would update Mr Watkins if necessary.

4.5 **Question from Mr Bremner.**

Mr Bremner asked how the County Council was working with the Norfolk and Suffolk Mental Health Trust to respond to the concerns regarding the mental health social care which they were facing?

The Cabinet Member for Adult Social Services responded the social workers were

employed by the Norfolk and Suffolk Mental Health Trust and not by the County Council. Current arrangements were not working as well as they could be and there were six aspects of legal duties which were currently not being fulfilled. The County Council had a legal duty to ensure that proper social care services were provided and conversations were currently being carried out with the Trust to ensure that this was done and that service users received the best service possible. On going discussions were being held.

4.6 **Question from Mrs Somerville**

Mrs Somerville asked why the County Council had continued to employ interim managers rather than advertising the posts in order to get the best staff available?

Mr Nobbs responded that in the case of Children's Services, OFSTED criticism had been taken seriously. Advertising for a permanent Director would have been a long process and so the decision had been taken to appoint the best director possible as soon as possible in an interim role. This was still the correct decision and the Interim Director had done a fantastic job so far. The same was true of the Interim Head of Finance – it was essential to have a well qualified successor in post at a time with the County Council was facing unprecedented financial pressure. Permanent full time members of staff would be recruited in an orderly manner.

5 **Review of Members Allowances Scheme 2013**

5.1 The report was introduced by Mr Nobbs.

5.2 Mr Mackie proposed the following amendment, which was seconded by Mr Garrod.

1. To note that a full review of SRAs has been deferred pending clarification of the Council's intentions with regard to its system of governance.

~~2. To amend the Scheme by removing the requirement for group Leaders to be "Opposition" group leaders in order to be entitled to an SRA and to implement this amendment with immediate effect.~~

3. That the revised SRA arrangements for group leaders be as follows:-

- Leader of Council - £26,373 (as now)
- Leader of the largest non-Administration group - £13,186 (as now)
- Leaders of all other opposition groups - £6,594
- Group leader SRAs to be payable only if the group has at least 9 members.

4. That no change be made to the stipulation that SRAs can only be paid to members of groups that have at least 9 members, nor to the requirement that deputy group leader and group spokesperson SRAs be payable only to opposition groups.

5.3 Following a debate the amendment was put to a vote and with 37 for, 29 against and 9 abstentions the amendment was CARRIED.

5.4 The following recommendations were AGREED in relation to basic allowance:-

1. That the Basic Allowance remains at £9,018 for the financial year 2014/15, subject to the same percentage increase, if any, that is awarded to local authority employees for

that year;

2. That in 2015/16, 2016/17 and 2017/18, the Basic Allowance be increased at the same percentage rate as the local authority employee pay award (if one is paid);

3. That the next review be undertaken by the Panel in 2017, with any resulting changes to be implemented in 2018

5.5 The following recommendation was AGREED in relation to dependent carers' allowance

1. That no change is made to the current rate for the Carers' Allowance and that it continues to be maintained at a rate of 10% above the national minimum wage.

5.6 The following recommendations were AGREED in relation to co-optees allowance

1. That the PGRs continue to receive a co-optees allowance of £1,010 per annum, subject to an annual increase in line with any pay award to local government employees

2. That no co-optees allowance be paid to the Church representatives, nor to the district councillors co-opted onto the Pensions Committee.

Following a statement from Mr Long, who advised Members that the Chairman and District Members of this Panel did not receive an extra allowance, the following recommendation was lost:- That the independent members of the Police and Crime Panel be given a co-optees allowance of £1,010 per annum and that it be backdated to 1 April 2013 in recognition of their having carried out the role on a nonremunerated basis since August 2012. The allowance to be subject to an annual increase in line with any pay award to local government employees .

5.7 The following recommendations were AGREED in relation to travel and subsistence allowance.

1. That no changes be made to the present arrangements for travel and subsistence allowance.

6 Report from the Corporate Resources Overview and Scrutiny Panel

6.1 Part one of the report was moved by Mr Jordan.

6.2 The following recommendations were CARRIED:-

Officer Code of Conduct – that the current Appendix 19 be deleted and instead be retained as a spare appendix in case additions need to be made to the Constitution at a later stage

Procedure Rules for Full Council meetings (Council budget meeting - stipulation that that business at that meeting will be limited to the budget and its associated items.) - that the Procedure Rules be amended to include such a stipulation, with a caveat that the Chairman has discretion to accept additional items other than those relating to the budget, but only in exceptional or urgent circumstances.

Contract Standing Orders - that the changes proposed in Annex 1 of the report be approved.

Delegation of Non-Executive Powers to Head of Law and Director of Environment, Transport and Development - that the changes proposed in (i) to (iii) in the report be made.

Chief Fire Officer Delegations – Appendix 6 - that the Leader be asked to approve this change to Appendix 6.

Article 12 – Officers - the extension of the description of the role of the Chief Fire Officer to include “regulatory fire safety” and “Integrated Risk Management Planning

Standards Regime - Appendices 18A, 18B - that the proposed amendments be approved shown as track changes at Annex 2.

Public Protection - that the proposals set out in the attached report at Annex 3 be approved

Flood and Water Management Act 2010 – Delegation to Director of ETD - that the Leader be asked to approve the proposed amendment to Appendix 6

6.3 Part two of the report was moved by Mr Jordan.

6.4 Mr Bearman proposed an amendment, which was seconded by Dr Strong, which replaced the first bullet point in recommendation 10(i) with the following:-

“This council agrees to the introduction of a Committee system of governance for Norfolk County Council. The new structure should initially replace Cabinet and scrutiny panels with 7 service committees of 17 Members. This structure to be reviewed after six months of operation.

The council further agrees to the formation of a Cross Party Steering Group consisting of two Members of each political group and the independent member. This steering group will produce detailed changes to the constitution to be voted on by full Council to come into effect from May 2014”.

6.5 Following a debate, and with sufficient Members requesting a recorded vote, with 27 for, 50 against and 3 abstentions the amendment was LOST (see voting sheet at Appendix 1).

6.6 Mr Nobbs proposed an amendment, which was seconded by Mr Coke, as follows:-

“This Council agrees to the introduction of a Committee system of governance for Norfolk County Council, which includes a policy and resources committee.

This Council further agrees to the formation of a cross party Steering Group consisting of two members of each political group and the independent Member. This steering group will produce a detailed committee system proposal to be voted on at an extraordinary meeting of the Council in April 2014 to come into effect from May 2014”.

6.7 Following a debate, and with sufficient Members requesting a recorded vote, with 41 for, 35 against and 2 abstentions the amendment was CARRIED (see voting sheet at

Appendix 2) and became the substantive motion.

- 6.8 Following a debate, with 42 for, 36 against and with 2 abstentions, the motion was CARRIED.

The council adjourned for lunch from 13:10 – 13:45.

7 **Localism Act - Pay Policy Statement**

- 7.1 Mr Smith proposed the following amendments to point 2.3 of the Council report, and to the recommendation of the report, which were accepted by the mover of the report, Mr Coke.

“2.3 - In respect of large severance packages being considered for staff leaving the organisation, the Personnel Committee considered that our arrangements could be more robust, and amended the Statement so that:

“where severance payments over £100,000 are considered, the Managing Director will consult the members of the Personnel Committee and will refer the matter to full Council. ~~If requested by any of the committee members, the proposed severance payment will be considered at a meeting of the Personnel Committee.” (para 34 of the draft Statement at Appendix A).”~~

Recommendation:- The Council is recommended to approve the revised Pay Policy Statement at Appendix A. Where payments are over £100,000 the Chief Executive will consult with Members of the Personnel Committee and refer to full Council.

- 7.2 Following a debate, the amended recommendation was CARRIED.

8 **Notice of Motions**

- 8.1 The following motion, proposed by Mr Harrison and seconded by Ms Whitaker was moved:-

“This Council RESOLVES to oppose the introduction of tolling on either A14 or A47.

Council calls on Cabinet to work closely with our colleagues in local government across East Anglia to ensure that roads here remain free at the point of use.”

- 8.1.1 Mr Coke then proposed the following amendment, which was seconded by Mr East:-

“This Council RESOLVES to oppose the introduction of tolling, excluding shadow tolling, on either the A14 or A47.

Council calls on Cabinet to work closely with our colleagues in local government across East Anglia to ensure that roads here remain free at the point of use.”

- 8.1.2 Following a debate the amended motion was accepted and became the substantive motion.

- 8.1.3 The motion was CARRIED unanimously.

- 8.2 The following motion, proposed by Mr Bremner and seconded by Mr Hacon, was moved:-

“Norfolk has lost a number of community pubs in recent years. It is possible through the Sustainable Communities Act for councils to be given more power to determine if pubs should be demolished or converted into other uses and this could save many valued community pubs.

Council RESOLVES to ask Cabinet to:-

1) Submit a proposal to the government under the Sustainable Communities Act that the Secretary of State help protect community pubs in England by ensuring that planning permission and community consultation are required before community pubs are allowed to be converted to betting shops, supermarkets, pay-day loan stores or other uses, or are allowed to be demolished; and;

2) Work together with Local Works and the Campaign for Real Ale to gain support for the proposal from other councils in the region and across the country.

3) Include in its response to the government's consultation on greater flexibilities in planning regulations a request for controls to prevent pub buildings being transferred to shops and banks and then to residential use with no requirement for planning permission."

8.2.1 The following amendments were proposed and accepted by Mr Bremner:-

- Delete “community” before “pubs”
- Insert “and the Pub is the Hub” after “ Campaign for Real Ale”

8.2.2 Following a debate, with 51 for, 1 against and with 10 abstentions, the motion as amended was CARRIED.

8.3 The following motion, proposed by Dr Strong and seconded by Mr Hannah, was proposed:-

“This Council agrees to compile a pool of inspirational speakers from across a range of backgrounds who would visit schools and provide motivational lectures to the pupils.”

8.3.1 The following amendment, proposed by Mrs Chamberlin and seconded by Mrs Leggett, was proposed:-

“This Council agrees to compile a pool of *non-political* inspirational speakers from across a range of backgrounds who would visit schools and provide motivational lectures to the pupils.

It will be the responsibility of the school to ensure speakers are properly vetted’.

8.3.2 After a discussion, with 14 for, 33 against, and 9 abstentions, the amendment was LOST.

8.3.3 After a further discussion, with 28 for, 22 against and 5 abstentions, the motion was CARRIED.

8.4 With regard to the motion submitted by Mr Dobson, the Chairman announced that the issues addressed within this motion had been debated fully at the extraordinary meeting of Council on 28 October and therefore she had taken the view there was no

purpose in debating the matter any further.

9 Cabinet Recommendations

9.1 My Joyce moved the following recommendation:-

- That the job description for the role of Chief Executive as set out in Appendix D of the Cabinet report, attached as Appendix A to this report, be confirmed by County Council at its meeting on 25 November 2013.
- That the proposed senior management arrangements be endorsed as follows:-

To endorse the changes to Chief Officer posts outlined in the report, and agree that amendments be made to Articles 6 and 12 and Appendices 6, 7, 15 and 23 of the Constitution in line with these proposals and delegate authority to the Head of Democratic Services and Monitoring Officer to make the necessary amendments and any other consequential changes to the Constitution, the proposals being:

The post of Director of Economic Development, Infrastructure and Skills (formerly designated as Director of Environment, Transport and Development) will have management responsibility for:

- Economic Development and Skills
- Highways
- Transport
- Planning and Development Control
- Trading Standards
- Waste and Environment
- Strategic ICT and Information Management

The post of Chief Fire Officer and Head of Community Safety (formerly designated as Chief Fire Officer) will have management responsibility for:

- Fire and Rescue Services
- Emergency Planning

The post of Director of Children's Services will continue to have management responsibility for services for children and young people encompassing:

- Safeguarding
- Early Help
- Education and School Improvement

The post of Director of Services for Adults and Communities (formerly designated as Director of Community Services) will have management responsibility for:

- Adult Social Care Services
- Enabling Communities
- Integrated Commissioning Development

The post of Director of Public Health will continue to have management responsibility for:

- Health Protection
- Health Improvement
- Healthcare Public Health
- Health Intelligence

A new post Head of Customer Services, at the indicative Grade of Q, will have management responsibility for functions brought together from several present departments as follows:

- Customer Access and Complaints

- Cultural Services
- Registrars
- Internal transactional support
- Traded Services

The Head of Law, at the indicative Grade of Q, will have management responsibility for:

- Legal Services (nplaw)
- Democratic Services

The Chief Finance Officer (formerly designated as Head of Finance) will continue to have management responsibility for:

- Pensions
- Risk
- Audit
- Procurement
- Property

A new post the Head of Performance, at the indicative Grade of Q, will have management responsibility for:

- Strategy and performance
- Programme Management Office
- Human Resources & Organisational Development
- Public affairs and media management
- Marketing and internal communications
- Business intelligence

- 9.2 Mr Borrett proposed that the first bullet point of the recommendation be amended as follows, with the remaining recommendations to be deleted:-

“That the job description for the role of Managing Director as set out in Appendix D of the Cabinet report, attached as Appendix A to this report, be confirmed by County Council at its meeting on 25 November 2013.

- 9.3 Following a debate, with 23 for, 28 against and 2 abstentions, the amendment was LOST.

- 9.4 The motion was voted on and 30 for, 15 against and 6 abstentions was CARRIED.

10 **Reports of Cabinet 5 August and 2 September 2013**

Questions to the Cabinet Member for Environment, Transport, Development and Waste

- 10.1 Question from Dr Strong. Dr Strong noted that the Environment Agency would shortly be releasing statistics on flooding which would affect many residents in regard to household insurance. Was the County Council putting pressure on the Government regarding this to ensure that not only coastal residents, but also those inland, could continue to afford insurance protection and that the not for profit scheme be finalised?

The Cabinet Member responded that the new water bill had gone through parliament which contained a proposal for affordable insurance to be available to all households in flood risk areas. This new scheme would mean a levy of approximately £10.50 on each household policy, which would cover the insurance on properties in high risk areas. As the lead flood authority, plans had been carried out in Norwich, Kings Lynn

and Great Yarmouth. The Cabinet Member agreed to provide a written answer to all Members on this.

10.2 Question from Ms Kemp.

Ms Kemp asked for reassurance that all Members would be able to read the full version of the independent QC report due on 2nd December, on the quality of advice provided from officers to Members regarding the Willows application. Ms Kemp requested that a written response be given.

The Cabinet Member agreed that he had no objection to this, subject to the agreement of the Legal department.

Questions to the Cabinet Member for Finance, Corporate and Personnel

10.3 Question from Ms Leggett

Mrs Leggett asked whether there had been any progress on the £0.5m in the Community Construction Fund.

The Cabinet Member advised that due to the current financial position the monies would now be held on to until it was determined whether the County Council would have any compensation to pay in respect of the Energy from Waste contract. He was sorry about this but there were no other options.

10.4 Question from Mr R Smith

Mr Smith noted that financial monitoring report contained a major report on the Managing Change area. Over half of the nine programmes had been rated as amber however there had been no discussion about mitigating actions, just about the contingency fund. The Cabinet Member should have been in attendance for such an important item or a substitute Cabinet Member should have attended to clarify why so many of the programmes were at amber rating at that time and what would be done about it.

The Cabinet Member replied that the monitoring report had been produced in a new format which had highlighted areas which had not previously been shown in order to demonstrate any issues and make outcomes more transparent. Whilst all amber items had not been discussed at the Cabinet meeting, this did not mean that the problems had not been interrogated in other meetings with officers. All amber areas would be looked at to see how they could be improved and reports would continue to be robust.

10.5 Question from Mr Jordan

Mr Jordan asked whether the County Council had a reservoir of spare money as engineers working on the refurbishment of County Hall had said that they had found extra work which needed to be done, and what would the final costs be?

The Cabinet Member stated that he would get an update on the works and arrange an urgent briefing for himself and Mr Jordan. A written answer would also be circulated to all Members.

Questions to the Cabinet Member for Public Protection

10.6 Question from Dr Strong

Dr Strong asked for assurance that the proposed savings would not endanger the valuable role played by Trading Standards, particularly in relation to the vulnerable.

The Cabinet Member responded that the suggested savings were very real cuts to front line services and so he could not give any assurances.

10.7 Question from Mr Ward

Mr Ward asked what percentage of retained firefighters were in the Fire Brigade Union and what percentage of stations had opened during the recent strikes.

The Cabinet Member agreed to provide a written response after the meeting with exact figures. He noted that 50% of appliances had been available during the strikes.

10.8 Question from Mrs Thomas

Mrs Thomas advised that she and other Members had received an email from All About Justice containing serious allegations. She asked whether Trading Standards and NP Law could provide guidance on how best to respond to it.

The Cabinet Member confirmed that written advice would be circulated to all Members.

10.9 Question from Mrs Leggett

Mrs Leggett asked whether the Cabinet Member would express support for the Say No Campaign, regarding domestic violence?

The Cabinet Member responded that he wholeheartedly supported the campaign and would have been at the launch of the campaign had it not clashed with the Council meeting.

Questions to the Cabinet Member for Safeguarding

10.10 Question from Mrs Leggett

Mrs Leggett noted that an Interim Director for Early Health was in post and asked what progress had been made in this area.

The Cabinet Member responded that early health was at the core of what the County Council was doing on safeguarding. If problems could be prevented from progressing then this would help to provide a better outcome.

Questions to the Cabinet Member for Schools

10.11 Question from Mr Ward

Mr Ward enquired as to whether the Cabinet Member had written to Brandon Lewis MP regarding additional monies for discretionary bus journeys.

The Cabinet Member replied that he would be meeting with Mr Lewis on 30 December to discuss the issue along with Councillor Joyce. He did not know what the response would be as yet.

10.12 Question from Ms Corlett

Ms Corlett noted that she had received a large amount of contact from parents at Cavell Primary and Nursery School, who were adamantly opposed to the proposal to turn the school in to an Academy. This had had also received media coverage. How had the decision had been arrived at, did the County Council have a choice in the course of action taken, and how would the relationship with the cluster as a whole be rebuilt?

The Cabinet Member responded that if a school failed an OFSTED visit the County Council had limited scope as to its options. He was satisfied that officers had acted correctly. He agreed that there had been disquiet in the community regarding this and as such the local Member and the Interim Head of Children's Services had visited the school in the previous week. A local sponsor for the school would be announced within the next two weeks. He was pleased that the school was showing signs of improvement and noted that there was no reason that it could not remain a part of the cluster.

10.13 Question from Mr Smith

Mr Smith noted that he had also planned to ask a question around Cavell Primary and Nursery School but that he had been heartened by the above response as he had seen the publicity surrounding this. He hoped that Members would do their best to foster and preserve the community interest in the school and not alienate parents

The Cabinet Member responded that it was not just this school which would find itself in this situation. Governing bodies were not always removed but the budget was often taken over by the County Council. He accepted that the way such situations were dealt with was very important and the local Member and Interim Director were now repairing relationships. This would resolve uncertainties and a better future would be moved towards.

Questions to the Cabinet Member for Adult Social Services

10.14 Question from Miss Morgan

Miss Morgan asked when the Herondale respite centre would be closed, whether the County Council had carried out an impact assessment and how service users had been consulted.

The Cabinet Member replied that the Centre would be closed by the end of 2013. The County Council had owned the building but the facility had actually been run by Age UK. The County Council had ended a contract with Age UK, which had led them to choose to close the service, it had not been the County Council's decision. As such, any consultations would have been carried out by Age UK.

10.15 Question from Dr Strong

Dr Strong asked whether the Cabinet Member shared her concerns that if budgets

were reduced, Trading Standards could only be reactive not proactive, which would place elderly residents in life threatening danger in regard to dangerous foods and cheap electrical items.

The Cabinet Member responded that there were risks around all the proposed cuts. This was a worry, particularly as the service dealt with the elderly and vulnerable.

10.16 Question from Mr R Smith

Mr Smith asked why the call-in of the respite services Cabinet item had resulted in the County Council incurring an additional £100,000 in expenditure, as only one part of the decision regarding exempt recommendations had been called in.

The Cabinet Member explained that the part of the decision which had been called in was integral to the recommendations. Without it the decision could not be implemented and so the contract had carried on for an additional two months, which had cost £100,000. The Cabinet Member agreed to write to Mr Smith with a written response.

Questions to the Cabinet Member for Communities

10.17 Question Mr H Humphrey

Mr Humphrey noted the ongoing review within the Adult Education Service and asked when the outcome of the Wensum Lodge investigation would be known so that the review of adult education could be completed.

The Cabinet Member agreed to provide a written response.

10.18 Question from Mr Wilby

Why had the 8th October Norfolk Community Fund Panel been cancelled and by whom? Could the response be passed to the 60 Norfolk-wide groups who were still waiting for the meeting?

The Cabinet Member responded that she apologised for the short notice in cancelling the meeting. The meeting had originally been rearranged to November but had been cancelled due to a spending freeze which had been put on the Cabinet. There had been various reasons for the cancellation and a notice had been put out to the relevant groups requesting dates when the groups would be available. The Cabinet Member was hopeful that it would be rearranged in the new year.

Questions to the Cabinet Member for Economic Development.

10.19 Question from Mr Law

Regarding the Rural Development Strategy can the Cabinet Member give reassurance that the County Council understands the meaning of sustainable development in respect of Norfolk and that it will not rely on the national or rural options of other counties.

The Cabinet Member agreed to provide a written response.

10.20 Question from Mr Borrett

Mr Borrett asked whether the new Cabinet Member would sit on the new Local Enterprise Partnership and what steps would the Cabinet Member take to keep the Council informed of the progress of the new enterprise partnership, given the large sums of money which was held by the partnership.

The Cabinet Member agreed to provide a written response.

11 **Reports**

11.1 **Report of the Cabinet Scrutiny Committee 17 September 2013.**

RESOLVED to note the report.

11.2 **Report of the Standards Committee 13 November 2013**

RESOLVED to note the report.

11.3 **Report of the Audit Committee 26 September 2013.**

Mr Mackie moved the report.

Mr Dearnley asked why the Committee had not questioned the £25m quoted as the cost of planning failure in the case of the Willows project which, despite the fact it had been noted as a possible risk, had no mitigation plan in place.

Mr Mackie responded that Members and officers had been fully aware of the risks and implications. These had been included on the risk register for a while and had been discussed at Overview and Scrutiny Panels a number of times. A report would be taken to Cabinet on 2 December 2013.

RESOLVED to note the report.

11.4 **Report of the Norfolk Health Overview and Scrutiny Committee 5 September 2013**

RESOLVED to note the report.

11.5 **Report of the Norfolk Health Overview and Scrutiny Committee 10 October 2013**

RESOLVED to note the report.

11.6 **Report of the Planning (Regulatory) Committee 27 September 2013**

RESOLVED to note the report.

11.7 **Report of the Planning (Regulatory) Committee 1 November 2013**

RESOLVED to note the report.

Report of the Joint Committees – Norwich Joint Highways Committee Meeting 19 September 2013.

RESOLVED to note the report.

12 **Appointments to Committees / Panels etc**

RESOLVED that Mr Seward be appointed to the vacancy of the Community Services Overview and Scrutiny Panel.

13 **To Answer Questions on notice under rule 8.3 of the Council Procedure Rules**

There were none.

The meeting concluded at 16:30pm.

Chairman

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**Norfolk County Council
25 November 2013**

Appendix 1

Recorded Vote – Minute 6.3– Mr Bearman Amended Motion

Name	For	Against	Name	For	Against
Adams Tony		X	Iles Brian		X
Agnew Stephen	X		Jermy Terry		X
Aldred Colin	X		Jordan Cliff		X
Askew Stephen		X	Joyce James	ABSTAIN	
Baker Michael	X		Kemp Alexandra	X	
Bearman Richard	X		Kiddle-Morris Mark		X
Bird Richard	X		Law Jason		X
Borrett Bill		X	Leggett Judy		X
Boswell Andrew	X		Long Brian		X
Bremmer Bert		X	Mackie Ian		X
Brociek-Coulton Julie		X	Monson Ian		X
Byrne Alec	ABSENT		Mooney Joe		X
Carttiss Michael		X	Morgan Elizabeth	X	
Castle Mick		X	Morphew Steve		X
Chamberlin Jenny		X	Nobbs George		X
Chenery of Horsbrugh Michael		X	Northam Wyndham		X
Childs Jonathon	X		Parkinson-Hare Rex	X	
Clancy Stuart	ABSENT		Perkins Jim	X	
Coke Toby	ABSTAIN		Proctor Andrew		X
Collis David	ABSENT		Ramsbotham David	X	
Corlett Emma		X	Richmond William		X
Cox Hilary		X	Roper Daniel	X	
Crawford Denis	X		Sands Mike		X
Dearnley Adrian	X		Seward E	X	
Dewsbury Margaret		X	Shaw Nigel		X
Dixon Nigel		X	Smith Matthew	X	
Dobson John		X	Smith Roger		X
East Tim	X		Smyth Paul	X	
FitzPatrick Tom		X	Somerville Margaret		X
Foulger Colin		X	Spratt Bev		X
Garrod Tom		X	Storey Martin		X
Gihawi Deborah	ABSENT		Strong Marie	X	
Gilmour Paul	X		Thomas Alison		X
Grey Alan	X		Thomas David	X	
Gunson Adrian		X	Timewell John	X	
Gurney Shalagh		X	Virgo Judith		X
Hacon Pat		X	Walker Colleen		X
Hannah Brian	X		Ward John		X
Harrison David	X		Watkins Brian	X	
Hebborn Stan	ABSTAIN		Whitaker Sue		X
Humphrey Harry		X	White Tony		X
			Wilby Martin		X
			Wilkinson Margaret		X

For 27, Against 50, Abstentions 3 – **LOST**

**Norfolk County Council
25 November 2013**

Appendix 2

Recorded Vote – Minute 6.5 – Mr Nobbs Amended Motion

Name	For	Against	Name	For	Against
Adams Tony		X	Iles Brian		X
Agnew Stephen	X		Jermy Terry	X	
Aldred Colin	X		Jordan Cliff		X
Askew Stephen		X	Joyce James	X	
Baker Michael	X		Kemp Alexandra	X	
Bearman Richard	X		Kiddle-Morris Mark	ABSENT	
Bird Richard	X		Law Jason		X
Borrett Bill		X	Leggett Judy		X
Boswell Andrew	X		Long Brian		X
Bremmer Bert	X		Mackie Ian		X
Brociek-Coulton Julie	X		Monson Ian		X
Byrne Alec	ABSENT		Mooney Joe		X
Cartiss Michael		X	Morgan Elizabeth	X	
Castle Mick	X		Morphew Steve	X	
Chamberlin Jenny		X	Nobbs George	X	
Chenery of Horsbrugh Michael		X	Northam Wyndham		X
Childs Jonathon	X		Parkinson-Hare Rex	X	
Clancy Stuart	ABSENT		Perkins Jim	X	
Coke Toby	X		Proctor Andrew		X
Collis David	ABSENT		Ramsbotham David	X	
Corlett Emma	X		Richmond William		X
Cox Hilary	ABSTAIN		Roper Daniel	X	
Crawford Denis	X		Sands Mike	X	
Dearnley Adrian	X		Seward E	X	
Dewsbury Margaret		X	Shaw Nigel		X
Dixon Nigel		X	Smith Matthew	ABSTAIN	
Dobson John		X	Smith Roger		X
East Tim	X		Smyth Paul	X	
FitzPatrick Tom		X	Somerville Margaret		X
Foulger Colin		X	Spratt Bev		X
Garrod Tom		X	Storey Martin		X
Gihawi Deborah	ABSENT		Strong Marie	X	
Gilmour Paul	X		Thomas Alison		X
Grey Alan	X		Thomas David	X	
Gunson Adrian		X	Timewell John	X	
Gurney Shalagh		X	Virgo Judith	ABSENT	
Hacon Pat	X		Walker Colleen	X	
Hannah Brian	X		Ward John		X
Harrison David	X		Watkins Brian	X	
Hebborn Stan	X		Whitaker Sue	X	
Humphrey Harry		X	White Tony		X
			Wilby Martin		X
			Wilkinson Margaret	X	

For 41, Against 35, Abstentions 2 – **CARRIED**

Notice of Motions

Notices of the following motions have been given in accordance with Rule 10 of the Council Procedure Rules:-

(i) Proposed by Mr B. Borrett, seconded by Mr R. Coke

This Council believes the new Head of Paid Service should be able to determine their own Senior Management arrangements and a reorganisation at this time does not represent a good use of Council resources, in monies, time or the goodwill of our staff.

Therefore, Council RESOLVES to:

- rescind the decision by Council on 25th November 2013 to endorse the proposed Senior Management arrangements recommended by the Cabinet in its report from its 4th November meeting and as set out in Appendix B of the report
- Change the title of the Head of Paid Service post from Chief Executive to Managing Director

Note by Head of Democratic Services – In accordance with Council Procedure Rules 12.1 and 12.2, the notice of this motion was signed by 21 Members of the Council

(ii) Proposed by Mr B. Borrett, seconded by Mr M. Smith:

"On 16th September Council voted by 50 to 14 votes to ask for the school transport subsidy for pupils across Norfolk to be urgently reviewed due to safety concerns and the clearly voiced opinions of local residents.

This Council notes with considerable disappointment the undemocratic decision of the Cabinet on Monday, 6th January to go against the will of the County Council, local residents and elected representatives".

(iii) Proposed by Ms E. Corlett

This council notes:

1 in 6 people will experience a mental health problem in any given year.

The World Health Organisation predicts that depression will be the second most common health condition worldwide by 2020.

Mental ill health costs some £105 billion each year in England alone.

People with a severe mental illness die up to 20 years younger than their peers in the UK.

There is often a circular relationship between mental health and issues such as housing, employment, family problems or debt.

This council believes:

As a local authority we have a crucial role to play in improving the mental health of everyone in our community and tackling some of the widest and most entrenched inequalities in health.

Mental health should be a priority across all this authority's functions.

All councillors can play a positive role in championing mental health on an individual and strategic basis.

By working with all our strategic partners we must develop a coherent mental health strategy for Norfolk

This council resolves:

To sign the "Local Authorities' Mental Health Challenge" run by Centre for Mental Health, Mental Health Foundation, Mind, Rethink Mental Illness, Royal College of Psychiatrists and YoungMinds.

And thereby agrees to:

1. Identify a 'lead officer' for mental health to link in with colleagues across the council

2. Follow the national mental health strategic partnership guidance for local authorities "no health without mental health"

http://www.centreformentalhealth.org.uk/pdfs/Mental_Health_Strategic_Partnership_LA.pdf

3. Work to reduce inequalities in mental health in our community

4. Work with the NHS to integrate health and social care support

5. Promote wellbeing and initiate and support action on public mental health
6. Encourage positive mental health in our schools, colleges and workplaces
7. Proactively engage and listen to people of all ages and backgrounds about what they need for better mental health
8. Sign the Time to change pledge to tackle mental health stigma and discrimination

(iv) Proposed by Mr J. Childs, seconded by Mr M. Smith

"This Council resolves to ask the Acting Managing Director to seek a meeting with the relevant Government Minister, local MP's and coastal County Councillors with the intent to procure additional central government funding to urgently enhance sea defences along some of our most vulnerable coastlines, in particular where homes and livelihoods are at risk. Despite some excellent work by Council and Emergency Services staff during the recent high-tide flood emergency, this Council acknowledges that Emergency Response teams were not universally adequate across the County and resolves to implement a action plan for improvement, especially with regard to the effects of coastal erosion."

(v) Proposed by Mr. J. Dobson

"This Council is aware that there is now evidence that the environmental permit awarded for the King's Lynn incinerator may have been the result of a flawed process. Important deficiencies appear to have been ignored which should have been addressed. They are:

- Some of Wheelabrator's incinerators in the USA are officially recorded as "HPV" (High Priority Violator) and have the current compliance status of "Significant Violation". During the Environment Agency (EA) permit consultation many people raised concerns about the numerous violations of Environmental laws in North America by Wheelabrator incinerators. The US Environmental Protection Agency publishes details of compliance failures and the penalties levied against offending companies. If some of the violations associated with Wheelabrator were in future to be repeated at the proposed King's Lynn site the impact could be very serious for protected habitats, public health, farming and tourism. The EA response to these concerns was to ask Wheelabrator for information about their compliance record. Wheelabrator failed to disclose any of their violations or the substantial penalties levied against them; instead they responded indirectly via a letter to their own consultants. Their letter was 'economical with the truth' giving a strong impression that Wheelabrator had an unblemished compliance record; when it was forwarded to the EA it was accepted at face value. As a result the EA did not consider important material facts that could have influenced the permit and conditions attached to it.

- The dispersal and impact of emission from the proposed incinerator should have been thoroughly assessed as part of the Environmental Impact Assessment (EIA); unfortunately a scientifically robust assessment has not been conducted. Usually the industry Air Dispersal Modelling Standard (ADMS) Software provides a sound basis for such an assessment. The King's Lynn site has unique conditions that were not given proper consideration. Cory Wheelabrator (CW) failed to notice the revised orientation of the Centrica 'B' power station (already permitted but not yet constructed). This is significant because it now places a bank of air-cooled condensers immediately upwind and adjacent to the incinerator stack and this has a major impact on the incinerator's plume. The authors of the ADMS software acknowledged in a letter that ADMS is incapable of modelling the impact on the plume under these complex conditions. Other software is available which can cope with the site-specific conditions but this was not used. Cory Wheelabrator's own site plans continue to show the Centrica condensers in their previous location where they would not affect the plume. Until opponents of the incinerator drew this problem to the attention of the EA's permitting team the EA had not noticed it. The EA did not insist on remodelling using the appropriate software. It is the professional opinion of a qualified local environmental consultant "this is a fundamental breach of the EIA regulations" With so many other assessments dependent on it, accurate modelling is essential.

- Standard permitting rules for Incinerator Bottom Ash (IBA) processing facilities require them to be 250 meters from the nearest Sensitive Receptors. In the case of King's Lynn a combined bespoke permit was issued to cover both the IBA facility and the Incinerator. Bespoke permits should afford the same level of protection for public health and the environment as standard permit rules. The King's Lynn IBA facility cannot comply with standard permitting rules due to the close proximity of sensitive receptors (within 50 meters). When applying for the bespoke permit Cory Wheelabrator failed to identify the nearest sensitive receptors. The applicant and the EA have still not acknowledged the existence of sensitive receptors within 50 meters of the IBA facility, namely "C and A" Superbikes, the Police Investigation Centre and the Borough Council's Recycling Site.

- King's Lynn's Air Quality Management Areas (AQMA) are located downwind of the proposed incinerator's site. The AQMAs' records show that they are currently in excess of the annual air quality standard of (40µg/m³) for oxides of nitrogen (NO₂), which are injurious to health. The incinerator and HGV traffic serving the incinerator will further add to the NO₂ burden in the AQMA. The full extent of the increase and its impact, have not been scientifically assessed. As previously mentioned the emissions modelling used standard ADMS software under circumstances that render the results meaningless. Therefore the health and environmental assessments based upon the ADMS model are all fundamentally flawed. In a situation such as this where existing standards are already exceeded the EA can impose permit conditions that afford greater protection."

In the light of the above and recognising the Council's responsibility and duty to be quite sure that the safety of Norfolk's populations, environment and habitats is properly guaranteed, this Council directs the ETD Overview and Scrutiny Panel, as a matter of urgency, to examine the issues raised in this Motion, and if necessary to recommend that the environmental permit be suspended until those concerns are satisfactorily resolved."

(vi) Proposed by Mr. J. Dobson

"If the Secretary of State, in the near future and after the date of submission of this Motion, decides in favour of the planning application for a mass-burn incinerator at the Willows, King's Lynn, this Council would have no confidence, on such an announcement being made, in the present Leader, Councillor George Nobbs, because of his unprincipled refusal to honour the Labour Party's special election pledge, which he wrote and published in their manifesto, and which promised to seek means other than mass-burn incineration for disposing of Norfolk's residual solid domestic waste if such a course were legally possible. A formal opportunity for this of course occurred, on 28th October last year, but the Council Leader resolutely refused to espouse it, indeed he acted vigorously against it, in defiance of the wishes of many of those electors in Norfolk who voted for him and other Labour election candidates. A motion such as this on the part of the Council at this time will serve, if nothing else, a moral purpose, by balancing any undue influence which may have been exerted on the Secretary of State by the Council Leader's pro-incinerator actions prior to and after 28 October, even if it can only be retrospective."

**RECOMMENDATIONS FROM THE CABINET MEETINGS
HELD ON 2 DECEMBER 2013 AND 6 JANUARY 2014.**

2 December 2013.

1. Mid Year Treasury Management Monitoring Report 2013-14

The Cabinet received a report, which provided information on the treasury management activities of the County Council for the period 1st April 2013 to 30th September 2013.

RESOLVED TO RECOMMEND TO COUNCIL the Mid Year Treasury Management Monitoring Report 2013-14.

2. Dealing with Obstructions on the Highway

The Cabinet received a report, which considered arrangements for managing unauthorised items which had been left on the highway within the King's Lynn and West Norfolk area, by delegating relevant powers to the Borough Council.

RESOLVED TO RECOMMEND TO COUNCIL:-

- 1) That delegated authority be given to Kings Lynn and West Norfolk Borough Council in respect of the County Council's powers in Sections 143 and 149 of the Highways Act 1980 in relation to the area of West Norfolk defined at Appendix B of the Cabinet report to be carried out in accordance with a defined street activities code, commencing on a date to be determined by the Interim Director of Environment, Transport and Development and on such terms as he shall approve in consultation with the Head of Law and Cabinet Member for Environment, Transport, Development and Waste.
- 2) That delegated authority be given to the Interim Director of Environment, Transport and Development, in consultation with the Head of Law and Cabinet Member for Environment, Transport, Development and Waste, to implement the above recommendation with other district councils in Norfolk if they request such a delegation.

3. Statement of Purpose Norfolk County Council Adoption Agency Annual Review

The Cabinet received a report, which provided a performance review of Norfolk Adoption Service and set out its goals and challenges.

RESOLVED TO RECOMMEND TO COUNCIL:-

The Statement of Purpose and Functions for the Local Authority Adoption Service to comply with the Care Standards Act 2000.

4. Statement of Purpose of Norfolk's Fostering Services Annual Review

The Cabinet received a report (item 18), which described the ethos and goals of the fostering service, its management and oversight arrangements and the experience of its staff.

RESOLVED TO RECOMMEND TO COUNCIL:-

The Statement of Purpose and Functions for the Local Authority Fostering Service to comply with the Care Standards Act 2000.

5. Annual Approval of the Statement of Purpose of Norfolk's Residential Children's Homes and a Summary Review of the Year

The Cabinet received a report, which reported on the performance and outcomes achieved by the Norfolk Residential Service.

RESOLVED TO RECOMMEND TO COUNCIL:-

The Statement of Purpose and Functions for the Local Authority's Children's Homes to comply with the Care Standards Act 2000.

6 January 2014

No recommendations made.

Note from Head of Democratic Services

A copy of the reports can be viewed on the committee papers pages of the County Council's website. Please contact Greg Insull on 01603 223100 if you would like a hard copy. A full copy will also be placed in the Members' Room.



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**REPORT OF THE CABINET MEETINGS
HELD ON 2 DECEMBER 2013 AND 6 JANUARY 2014.**

Cabinet Member for Finance, Corporate and Personnel

2 December 2013

1. Overview and Scrutiny Panel Issues

The Cabinet Member for Finance, Corporate and Personnel noted that the outcome of the Constitution Advisory Group had been fully discussed at the Council meeting the previous week. He advised that a new Customer Service Strategy would be considered shortly. Finally he advised that the Corporate Resources Overview and Scrutiny Panel would continue to oversee the County Hall maintenance and refurbishment programme to ensure that the County Council had a building which was fit for purpose, effective and efficient, with reduced running costs.

2. Norfolk County Council 2013-14 Revenue Finance Monitoring Report Month 7

Cabinet has **RESOLVED** that:-

1. The forecast underspend at the end of October 2013 of £2.254m be noted
2. An ear marked reserve be created, as contingency planning in relation to the residual waste treatment contract by the transfer of:
 - a) £4m from General Balances, being the excess above the agreed minimum;
 - b) £2m from the 2013-14 underspend
3. Chief Officers would assess the extent to which actual growth compared with budget assumptions as a contingent matter.

3. Norfolk County Council Capital Monitoring Report Month 7

Cabinet has **RESOLVED** that:-

1. The re-profiling of expenditure between 2013/14 and 2014/15 and adjustments to the programme as shown in Table 3 of the Cabinet report be agreed.
2. Chief Officers would report to the next meeting, as to how progress against schemes, shown as red or amber in Table 4 in the Cabinet report, was improving.
3. The associated changes to funding in the programme summarised in Table 5 of the cabinet report be agreed.

4. A report would be received at the next meeting on the savings from spend-to-save schemes and alternative ways of funding unsupported borrowing.
5. The planned use of capital receipts in the programme be agreed, as summarised in Table 6 of the Cabinet report, details of the allocation of these receipts to be reported to the next meeting.
6. The urgent schemes listed in Table 7 of the Cabinet report be taken forward under delegated authority, subject to funding for the on-going revenue costs of borrowing being identified by the sponsoring service.

4. **2013-14 Energy from Waste Risk Funding - contingency planning**

Cabinet has **RESOLVED** to note the actions taken to date and the progress made, and that a further progress report be brought to the January 27 2014 Cabinet meeting.

5. **Transfer of Pension Risk**

Cabinet has **RESOLVED** that the transfer of the pension risk from the Norse Group balance sheet to the County Council's single entity balance sheet be approved, subject to satisfactory agreement regarding the accounting treatment being reached with the external auditors of the County Council and Norse, the respective companies being Teckal compliant and a legal agreement being entered into between the County Council, Norse and the Pension Fund.

6 January 2014

Overview and Scrutiny Panel Issues

6. The Cabinet Member for Finance, Corporate and Personnel stated that the Digital Norfolk Ambition contract had been signed and a launch had been held. Partners had already commenced carrying out initial assessments. The Cabinet Member passed his thanks to officers for their hard work on bringing this to fruition.

7. **Norfolk County Council 2013-14 Revenue Finance Monitoring Report Month**

Cabinet has **RESOLVED** that:-

1. The forecast overspend at the end of November 2013 of £0.132m be noted
2. The creation of the £11m Residual Waste Treatment Contract reserve as set out in paragraph 2 of the Cabinet report be noted.
3. The extent to which actual growth has compared with budget assumptions as set out in paragraph 4.4 of the Cabinet report be noted.

8. **Norfolk County Council Capital Monitoring Report Month 8**

Cabinet has **RESOLVED** that:-

1. The re-profiling between 2013/14 and 2014/15 and other adjustments to the programme totalling £35.309m as summarised in Table 2 and detailed in Appendix 3 of the Cabinet report be agreed.

2. The reduction in schemes shown in Table 3 of the cabinet report, demonstrating the improved profiling of existing schemes between years, be noted.
3. The associated changes to funding in the programme summarised in Table 4 of the Cabinet report be agreed.
4. The details of savings and benefits to be generated from spend-to-save schemes as set out in Appendix 2 of the Cabinet report and the alternative ways of funding these projects be noted.

9. **Provisional Local Government Finance Settlement 2014-15**

Cabinet has **RESOLVED** to note the changes to funding announced within the Provisional Local Government Finance Settlement, that these changes will be reported to Overview and Scrutiny Panels as part of the service and budget planning process, and that the Council will respond to the consultation.

10. **Norse Group Update 2013-14**

Cabinet has **RESOLVED** that the on-going growth in the business and the benefits the Company continues to bring to the Norfolk economy be noted.

Cabinet Member for Public Protection

2 December 2013

1. **Overview and Scrutiny Panel Issues**

No matters were raised.

6 January 2014

2. **Overview and Scrutiny Panel Issues**

The Cabinet Member for Public Protection thanked all staff and volunteers who had undertaken to deal with flooding caused by recent storm and tidal surges, in many cases working all hours to ensure that communities received help. This included a team of volunteers from Fire and Rescue Service across the country who assisted in Walcott. Members had been invited to a briefing on the event on 15 January at County Hall. Also, in relation to flooding, one of the Service's water rescue teams had been deployed to the south west of the country to give assistance.

The Cabinet Member continued that there had been several periods of industrial action by Fire Service officers since the last meeting. As on previous occasions, cover of approximately 50% had been maintained. On New Year's Eve a local agreement had been invoked when a fire started at the Great Hospital in Norwich, and fire fighters had left their picket lines and attended the incident.

Finally, the Cabinet Member noted that he had attended the first meeting of the new Rehabilitation Board which had been organised by the Police and Crime Commissioner.

2 December 2013

Overview and Scrutiny Panel Issues

1. The Cabinet Member for Safeguarding advised that the Interim Director of Children's Services had been interviewed by Radio Norfolk that morning to discuss missing looked after children, which would be discussed in detail later on the agenda. He also commented on an article in the Eastern Daily Press newspaper on Saturday 20 November which had discussed the fact that most of the current pressures on the County Council budget had been brought about by the Government. He hoped that the local MPs would do more to help Norfolk in the future.
2. **Presentation of Norfolk County Council's Promise to Children and Young People in its Care by Representatives from the Norfolk In-Care Council**

Cabinet has **RESOLVED** that:-

1. The promise be accepted as a statement of purpose
 2. That all elected Members be made aware of the importance of the promise and that they use it to help inform their corporate parent and scrutiny role.
3. **Statement of Purpose Norfolk County Council Adoption Agency Annual Review**

Cabinet has **RESOLVED** that the information within the report be noted.

4. **Statement of Purpose of Norfolk's Fostering Services Annual Review**

Cabinet has **RESOLVED** that the information within the report be noted.

5. **Annual Approval of the Statement of Purpose of Norfolk's Residential Children's Homes and a Summary Review of the Year**

Cabinet has **RESOLVED** that the performance and outcomes within the report be noted

6 January 2014

Overview and Scrutiny Panel Issues

6. The Cabinet Member for Safeguarding reported that the expected improvement notice had been received from the Department for Education. This had to be met within six months, with the first stage due in two months. An Improvement Board meeting would be held on January 7th to move this forward.

2 December 2013

Overview and Scrutiny Panel Issues

1 The Cabinet Member for Schools noted that Simon Wright MP had appeared in the press campaigning for Cavell Primary School not to be made into an Academy recently, then had been quoted on Friday 29 November saying that all schools should be made into Academies as this would save money which could be used on school transport. The Cabinet Member also advised that he would be meeting with Brandon Lewis MP on 13 December to discuss additional monies for discretionary free bus passes.

2 Exemption to Contract Standing Orders for Specialist Resource Bases (SRBs)

Cabinet has **RESOLVED** that the exemption to Contract Standing Orders for the recommissioning of SRBs which had been granted from the Assistant Head of Procurement and Head of Law be noted.

6 January 2014

Overview and Scrutiny Panel Issues

3. The Cabinet Member for Schools advised that further to receiving a petition at the previous meeting on the proposal to remove the post-16 transport subsidy he had visited the East Norfolk Sixth Form College. He had also, with the Cabinet Member for Safeguarding, met with Brandon Lewis MP who had advised that no discretionary funds would be made available for this.

4. Discretionary Bus Passes and Available Walking Routes

Cabinet has **RESOLVED** that:-

1. The financial impacts of changing the school transport policy and method of implementation be noted.
2. The current school transport policy is fit for purpose and that the County Council continue the on-going programme of route reviews and capital investment so that more children can walk or cycle to school.

5. Exemption to Contract Standing Orders for Compass Provision

Cabinet has **RESOLVED** to note the report.

6. Great Yarmouth VA High School Partnership proposal for the provision of accessible playing fields

Cabinet has **RESOLVED** that the proposals for further investigations (set out in para 2.4 and 2.5 of the cabinet report) be approved and that its support be offered to the partners.

Cabinet Member for Adult Social Services

2 December 2013

1. Overview and Scrutiny Panel Issues

The Cabinet Member for Adult Social Service advised that she had attended ten budget consultation meetings since the last meeting of the Cabinet. She confirmed that Care UK would now be given new customers by the County Council, but that they were still being monitored daily. Care UK would be charged the difference between the normal contract cost and the cost of any additional contracts, where customers had had to be placed during the period when Care UK had been unable to accept new clients. Finally the Cabinet Member advised that, as it had been five years since the transfer of staff from the County Council to the Mental Health Trust, a review would now be carried out into how the arrangements had worked.

6 January 2014

Overview and Scrutiny Panel Issues

2. The Cabinet Member for Adult Social Services advised that she had recently attended the topping out ceremony for a new care home in Gorleston. In addition a planning application had been submitted for new housing with care homes in Bowthorpe. The Cabinet Member noted that she had attended a Norfolk Independent Care conference which had been very successful and that in February the first Norfolk Independent Care awards would be held, which had had been sponsored by the County Council. She noted that the three acute hospitals in the region were very busy and that Social Services were working towards seven day a week working in order to carry out assessments where necessary to help to prevent bed blocking. Finally the Cabinet Member passed her thanks to emergency staff that had worked over the Christmas period, during which 115 calls had been received.

Cabinet Member for Communities

2 December 2013

Overview and Scrutiny Panel Issues

1. The Cabinet Member for Communities apologised that she had not responded to additional questions which had been asked at Council as yet; she was awaiting further information and would then reply.

6 January 2014

Overview and Scrutiny Panel Issues

2. The Cabinet Member for Communities advised that the Millennium Library was the most visited library in the United Kingdom for the 7th year running. In addition the library service as a whole had the highest issue figure per head of population of any County Council library service. The Cabinet Member announced that the Customer Service Centre had undergone a quality of service assessment and had been awarded the Cabinet Office Centre of Excellence for Customer Service Standards, which was a commendable achievement. Finally she reported that attendance at Norfolk's museums had increased by 7%.

2 December 2013

Overview and Scrutiny Panel Issues

1. The Cabinet Member for Economic Development advised that since taking up her new position within the last week she had attended the Choose Your Future event with the Leader, which had received an excellent turn out from young people looking for career options. She had also attended an entrepreneur event at the Forum, which had helped people who wanted to start their own businesses.

2. **Apprenticeships Norfolk – one year on**

Cabinet has **RESOLVED** that:-

- 1) The progress of the Apprenticeships Norfolk Programme be noted
- 2) The review of the final 12 months of the programme be approved, to take into account the changing local and national landscape, including City Deals, as set out in paragraph 2.5 of the Cabinet report
- 3) The performance and outcomes within the Cabinet report be noted.

6 January 2014

Overview and Scrutiny Panel Issues

3. The Cabinet Member for Economic Development noted that there were many good news stories within her remit; City Deals was now producing significant opportunities, the Enterprise Zone in Great Yarmouth was growing, , and the NORA project would produce at least 56 new houses initially.

2 December 2013

1. Norfolk Energy Futures Limited Annual Report

Cabinet has RESOLVED that:-

1. The Norfolk Energy Futures Ltd Annual Report and Accounts 2013 be noted
2. The appointment to the Chief Officer roles on the Investment Panel as set out in para 5.3 of the Cabinet report be agreed.
3. The County Council continue to be supported with investing in renewable energy projects through Norfolk Energy Futures Ltd, in line with the current investment programme.

6 January 2014

Items of Urgent Business

2. The Chairman advised that the PwC and Queen Counsel reports regarding the Waste Incinerator would be considered under this item. It had always been the intention to consider the reports together, however the PwC report did not arrive until after the Cabinet agenda had been published. Both reports had been published openly and circulated to all Members and in view of that there was no need to wait until the next meeting of Cabinet to discuss them.

Overview and Scrutiny Panel Issues

3. The Cabinet Member for Environment, Transport, Development and Waste advised that a report on the Postwick Hub junction was due within the next week. The Northern Distributor Route report had also been completed and a response from the Planning Inspectorate would be expected within a month. The Cabinet Member would meet with Government Ministers in February 2014 in order to discuss the A47 which was not currently fit for purpose.

4. Joint Core Strategy for Broadland, Norwich and South Norfolk

Cabinet has **RESOLVED** that progress on the Joint Core Strategy for Broadland, Norwich and South Norfolk be welcomed and that the district councils' decisions to adopt the part JCS be endorsed.

5. Great Yarmouth Borough Surface Water Management Plan

Cabinet has **RESOLVED that** the Great Yarmouth Borough Surface Water Management plan be adopted.

**CHAIRMAN
GEORGE NOBBS**



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**Report of the Cabinet Scrutiny Committee meeting held on
19 November 2013**

1 Cabinet Scrutiny Committee: Forward Work Programme

- 1.1 The Committee received a report by the Scrutiny Support Manager setting out the suggested approach and asking the Committee to consider whether there were any additional scrutiny issues to add to the forward work programme.
- 1.2 The Committee **agreed** that the report on flood management would now be brought to the Cabinet Scrutiny Committee at its meeting in April 2014 when an update on the new legislation relating to SuDS (Sustainable Drainage Systems was received).
- 1.3 The Committee **agreed** to add “How Senior members of staff were appointed” to its forward work programme as no recruitment process appeared to be in place at present. The terms of reference to include a process for recruitment, together with guidance on how long an interim appointment was for.
- 1.4 The Committee agreed that as Community Services Overview and Scrutiny Panel was receiving regular reports on ‘Blue Badges’ that this topic be **removed** from the Cabinet Scrutiny Committee forward work programme to avoid any duplication.
- 1.5 The Committee also **agreed** that they wished for the report on Apprenticeships, scheduled for the meeting in January 2014, to include an update from the Government review of apprenticeships.
- 1.6 **RESOLVED** to note the Forward Work Programme.

Call-in item

2 2013-14 Integrated Performance and Finance Monitoring Report: Addendum – Waste contingency planning - (Item 12).

- 2.1 Cabinet, at its meeting on 4 November 2013, had considered a report entitled “2013-14 Integrated Performance and Finance Monitoring Report: Addendum – Waste Contingency Planning” which recommended that Cabinet consider agreement to the actions outlined in the report.
- 2.2 Mr J Dobson, Mr S Agnew and Mr D Crawford called-in the item featured in the Cabinet papers of 4 November, under the report entitled ‘2013-14 Integrated Performance and Finance Monitoring Report: Addendum – Waste Contingency Planning (Item 12)’.
- 2.3 Ms A Kemp, Mr R Bird and Dr A Boswell also called-in the item featured in

- the Cabinet papers of 4 November, under the report entitled ‘2013-14 Integrated Performance and Finance Monitoring Report: Addendum – Waste Contingency Planning (Item 12)’.
- 2.4 Mr R Coke, Mr S Hebborn and Mr P Gilmour also called-in the item featured in the Cabinet papers of 4 November, under the report entitled ‘2013-14 Integrated Performance and Finance Monitoring Report: Addendum – Waste Contingency Planning (Item 12)’.
- 2.5 The Chairman welcomed Mr Dobson, Ms Kemp and Mr Coke to the meeting who introduced their reasons for calling in the item. He also welcomed the following witnesses:
- Mr S Morphey, Cabinet Member - Resources
Mr D Harrison, Cabinet Member – Environment, Transport, Development & Waste.
Mr T McCabe, Interim Director of Environment, Transport and Development
Mr P Timmins, Interim Head of finance,
Mr M Allen Assistant Director Environment & Waste,
Mr J Hull Project Director – Residual Waste Services,
Mr H Bullen, Head of Budgeting and Financial Management
Mrs P Cary, Deputy Monitoring Officer.
- 2.6 A discussion took place whereby questions from the Committee were answered in detail by the witnesses. The full details of the discussion can be found within the minutes.
- 2.7 The Chairman invited Cllrs Dobson, Coke and Kemp to make their final representations to the Committee, after which he reminded the Committee of the specifics of the call-in which was to consider the recommendations made by Cabinet at its meeting on 4 November, namely that:
- The Government and MPs be engaged with.
 - An earmarked reserve be gathered.
 - Ways to generate savings in 2013-14 be explored, including a temporary freeze.
 - The savings target from 2014-15 be increased by £15m.
 - The 2013-14 savings be delivered immediately and that the 2014-15 additional savings be considered at the next meeting of the Cabinet.
- 2.8 Mr Wilby proposed, seconded by Mrs Gurney, that Cabinet Scrutiny Committee support the five recommendations agreed by Cabinet at their meeting on 4 November.
- 2.9 Mr Coke proposed, seconded by Mr Hebborn, the following motion:
- “That Cabinet Scrutiny Committee upholds the call-in and recommends that Cabinet reconsiders its decision to lobby Government and local MPs to reinstate the WIC as this course of action is most likely to result in failure and will only serve to bring Norfolk County Council into further disrepute as the original WIC application was flawed in that officers and Cory Wheelabrator misrepresented the case for consensus support for the incinerator project.

Rather, that Cabinet seeks the advice and help of the local MPs in lobbying

DEFRA and other Government departments to assist NCC in developing a more sustainable Waste Management Strategy, using cheaper greener technology that, is in the long term interests of all Norfolk's taxpayers.

Further, Cabinet Scrutiny Committee recommends that Cabinet instigate an urgent review by the Environment, Transport and Development Overview and Scrutiny Panel into the voracity of reports by officers to advise members, Cabinet and the public in the matter of the CW contract, issued during the week before and since the 28 October Full Council meeting should be undertaken, as a matter of urgency, in order that the lessons learned may result in the more efficient and transparent operation of this Council".

Mr Coke proposed a recorded vote but as there was not enough members supporting this request, this proposal was lost.

2.10 The Chairman took each recommendation in turn.

2.10.1 Referring to the recommendation proposed by Mr Wilby at paragraph 2.8 above, with 9 votes for and 5 votes against the motion was **CARRIED**.

2.10.2 Referring to the recommendation proposed by Mr Coke, outlined in paragraph 2.9 above, with 5 votes for, 6 votes against and 3 abstentions the motion was **LOST**.

2.11 **RESOLVED** to agree the recommendations made by Cabinet at its meeting on 4 November, namely that:

- The Government and MPs be engaged with.
- An earmarked reserve be gathered.
- Ways to generate savings in 2013-14 be explored, including a temporary freeze.
- The savings target from 2014-15 be increased by £15m.
- The 2013-14 savings be delivered immediately and that the 2014-15 additional savings be considered at the next meeting of the Cabinet.

CHAIRMAN



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**Reports of the Personnel Committee Meetings
held on 22 November and 2 December 2013**

Recruitment Process for Role of Chief Executive – 22 November.

1. The Committee has received an exempt report from the Acting Head of Human Resources and approved a process for recruitment to the post of Chief Executive, and approved the person specification for the role.

Update on the Process for Recruitment to the Role of Chief Executive – 2 December.

- 2.1 The Committee has confirmed the timetable for the appointment of the Chief Executive, with the final Panel process planned for 27/28 February or 03/04 March 2014.
- 2.2 The Committee has confirmed that the five members of the Personnel Committee should form the Appointment Panel for recruitment to this role.

George Nobbs
Chairman

**Report of the Meeting of the
Norfolk Health Overview and Scrutiny Committee
Held on 28 November 2013**

1 Ambulance Turnaround Times At The Norfolk And Norwich Hospital

- 1.1 The Committee welcomed witnesses from the East of England Ambulance Service NHS Trust, Norfolk and Norwich Hospital and the NHS Norwich CCG. The representatives gave the Committee an overview of the current position regarding turnaround times at the Norfolk And Norwich Hospital and in particular highlighted that, since March, improved collaborative working had built on the impact from initiatives arising from Project Domino, launched in December 2012, many of which were still to reach their potential in delivering effective change.
- 1.2 In concluding, the Chairman expressed his view that the issue of how to hasten the release of patients no longer in need of hospitalisation, thus releasing beds for others, should be addressed particularly as Norfolk County Council was closely involved in supporting this service improvement. He also confirmed that he wished to invite back the representatives from the N & N and Ambulance Trust in the New Year, to gain an understanding of how both services had performed following the predicted tough winter ahead.

2 Quality of Service at the Queen Elizabeth Hospital, Kings Lynn

- 2.1 The Committee welcomed witnesses from the Queen Elizabeth Hospital NHS Foundation Trust. The representatives addressed the Committee and spoke in relation to the actions taken since the matter was last considered by the Committee.
- 2.2 The Chairman concluded by thanking the representatives for attending and noted that, by their commentary, the observations from the Committee indicated that the QE Hospital was on the right path.

3 Forward Work Programme

- 3.1 The Committee agreed the list of items on the current Forward Work Programme with the addition of the items below:
- Mental Wellbeing in Norfolk and Waveney – Shaping the Future’ - 16 January 2014 meeting.
 - Report of Cambridgeshire, Norfolk and Suffolk Joint Health Scrutiny Committee on the Proposals for Liver Resection Services’ – 16 January 2014 meeting.
 - Delayed Transfers of Care – 27 February 2014 meeting.

Details of the full discussion can be found in the minutes of the meeting.

Mr Michael Carttiss, Chairman

**Report from the Planning Regulatory Committee
Meeting held on 6 December 2013**

Applications referred to the Committee for Determination

Reports by the Director of Environment, Transport and Development

- 1 **Borough of King's Lynn & West Norfolk - C/2/2013/2003: King's Lynn & Clenchwarton: Construction of a Sludge Transfer Scheme in the vicinity of King's Lynn Wastewater Treatment Works comprising the following components: Erection of a Sludge Cake Reception Centre at King's Lynn Wastewater Treatment Works; Construction of a Liquid Sludge Import Centre (to include new access from Clenchwarton Road); Construction of a Sludge Transfer Pipeline: Anglian Water Services Ltd.**

The Director of Environment, Transport and Development was authorised to refuse permission on the grounds outlined in section 12 of the report.

- 2 **Applications Referred to Committee for Determination: King's Lynn & West Norfolk Borough Council Y/2/2013/2013 - Demolition of the existing school, retaining the Eco classroom, the construction of a new single storey school building adjacent, and to the South of, the Eco classroom and temporary provision of 3 mobile classrooms during the construction period. Ashwicken First School, East Winch Road, Ashwicken. King's Lynn. Norfolk. PE32 1LY, Director of Children's Services.**

The Director of Environment, Transport and Development was authorised to :

- i) Grant planning permission subject to the conditions outlined in section 12 of the report, including a condition to include bat bricks at the site.
- ii) Discharge conditions where those detailed in the report required the submission and implementation of a scheme, or further details, either before development commences, or within a specified date of planning permission being granted.
- iii) Delegate powers to officers to deal with any non-material amendments to the application that may be submitted.

3 Broadland District. C/5/2013/5011: Retrospective Consent for an above ground leachate storage tank at Mayton Wood Recycling Centre, Little Hautbois, NR12 7NT: Norfolk County Council.

The Director of Environment, Transport and Development was authorised to :

- i) Grant planning permission subject to the conditions outlined in section 12 of the report.
- ii) Discharge conditions where those detailed in the report required the submission and implementation of a scheme, or further details, either before development commenced, or within a specified date of planning permission being granted, or at any other period.
- iii) Deal with any non-material amendments to the application that may be submitted.

4 Breckland District - C/3/2013/3018: Snetterton: Retrospective Consent for an above ground leachate storage tank at Snetterton Landfill, Heath Road, Snetterton, NR16 2JU: Norfolk County Council

The Director of Environment, Transport and Development was authorised to :

- i) Grant planning permission subject to the conditions outlined in section 12 of the report.
- ii) Discharge conditions where those detailed in the report required the submission and implementation of a scheme, or further details, either before development commenced, or within a specified date of planning permission being granted, or at any other period.
- iii) Deal with any non-material amendments to the application that may be submitted.

CHAIRMAN



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**Norwich Highways Agency Committee
Report of the meeting held on 28 November 2013**

1 Petitions

The Committee received two petitions.

2 Review of Visitor Parking Permits

RESOLVED, unanimously, to:

- (1) defer consideration of the review of visitor parking permits to a future meeting:
- (2) ask the head of city development services, Norwich City Council, to review the evidence base and proposals and revise the report to include a broader range of proposals for consultation.

3 Controlled Parking Zones: Miscellaneous Waiting Restrictions Amendments.

RESOLVED, unanimously, to authorise the head of city development services (Norwich City Council) to arrange for the necessary statutory procedures associated with: the amendments to waiting restrictions at the following locations and to make the corrections to traffic regulation order descriptions as detailed in paragraph 5

Location	Plan number
1. Corton Road subject to amending the controlled parking zone boundary to zones Z and Y in Corton Road, as minuted.	PL/TR/3329/737-1.1,
2. Duke Street	PL/TR/3329/737-2
3. Gaol Hill	PL/TR/3329/737-9
4. Magdalen Close	PL/TR/3329/737-7
5. Magdalen Street	PL/TR/3329/737-8
6. Riverside (adj riverside path)	PL/TR/3329/737-10
7. Saunders Court	PL/TR/3329/737-3
8. Thorpe Road	PL/TR/3329/737-4
9. Waterloo Road	PL/TR/3329/737-5
10. Wessex Street	PL/TR/3329/737-6

4 Review of Speed Management Strategy for Norfolk

RESOLVED, unanimously, to endorse the proposals in section 2, of the report to the ETD overview and scrutiny panel dated 26 September 2013, and appendix A for the review of speed management strategy in Norfolk and subsequent adoption of the strategy to support speed management in Norwich city, subject to recommendation 8) (paragraph 2.35) recommending that the word “should” is replaced with “could” so that it reads:

- 8) The council could consider the use of average speed cameras, supported by the police within the Norfolk Safety Camera Partnership, as a part of use of the full range of speed management measures in urban areas.

5 Highway Improvement and Maintenance Programmes for 2014-15.

RESOLVED to:

- (1) recommend to Norfolk County Council’s cabinet to allocate local transport plan funding to the following improvements schemes:

Type	Location	Estimate
Walking	St Augustine’s zebra crossing	£30,000
	Aylsham Road by Buxton Rd pedestrian refuge	£30,000
Cycling – All part of Push the Pedalways project	Magdalen Street contra flow	£100,000
	Earlham Road / Colman Road rbt improvements	£90,000
	Tombland & Palace Street	£25,000
	Heathgate to Valley Drive	£25,000
Traffic management	Chapelfield North	£50,000
	NATS design	£30,000
	HGV overrun strips	£20,000
	Minor works	£10,000
Public Transport	Identification of coach parking site	£25,000
	Bus stop infrastructure	£10,000
Local safety schemes	To be advised	£tba
Total		£445,000

- (2) note the capital maintenance programme as listed in appendix 4 of the report.

6 Major Road Works – Regular Monitoring

RESOLVED to note the report.

**Tony Adams
Chairman**

**Report of the Meeting of the
Norfolk Joint Museums and Archaeology Committee
Held on 22 November 2013**

1 Reports of the Area Museums Committees

1.1 Breckland

The Joint Committee received a report of the Breckland Area Museums Committee and agreed recommendations for the de-accession of certain items that were deemed surplus or dangerous.

1.2 Great Yarmouth

The Joint Committee received a report of the Great Yarmouth Area Museums Committee and noted the appointment of an Operations Manager to the area.

1.3 King's Lynn

The Joint Committee received a report of the King's Lynn and West Norfolk Area Museums Committee.

1.4 Norwich

The Joint Committee received a report of the Norwich Area Museums Committee.

1.5 North Norfolk

The Joint Committee received a verbal update of the North Norfolk Forum.

2 Performance and Strategic Update Report

2.1 The Joint Committee received a report that provided an update on performance against Norfolk Museums and Archaeology Service (NMAS) service plans. The Head of Norfolk Museums and Archaeology Service briefed the meeting on the Teaching Museum, which was a unique scheme involving paid trainee posts lasting for 12 months. The first cohort had just completed their training, and the second cohort was just beginning. This scheme had been held up as an example of good practice by the Arts Council and other national bodies including the Museums Association.

2.2 The Joint Committee heard an update on the proposals to offer a 25% discount on museum entry for library card holders. A new pricing structure was being developed, which included flexible family tickets. The Museums Service was seeking to maximise income with the introduction of a Development Foundation which could, for example, secure Gift Aid on museum membership. Improved retailing, including online platforms, were being explored.

3 Integrated Finance and Risk Monitoring Report for 2013/14

- 3.1 The Joint Committee received a report which provided performance against Norfolk Museum and Archaeology Service (NMAS) budget outturns to 30th September 2013. It was noted that the Castle Museum café would be moving to a more attractive space.

4 Service and Budget Planning 2014/17

- 4.1 The Joint Committee received a report which set out the financial and planning context for the authority and gave an early indication of what this meant for Community Services and the Norfolk Museums and Archaeology Service.

5 NMAS Collections – Their Role in Reflecting Norfolk’s Identity Regionally, Nationally and Internationally

- 5.1 The Joint Committee received a presentation by the Chief Curator which highlighted the unique and diverse collections held within Norfolk, and reported the wide range of countries that items were loaned out to.

6 Norfolk Museums and Archaeology Service – A New Identity

- 6.1 The Joint Committee received a presentation by the Head of Museums and Archaeology and the Programme Manager, NMAS which provided an update on the steps taken to design a new logo for the Service, and unveiled the proposed new logo.

John Ward

Chairman

**Report of the Meeting of the
Norfolk Joint Museums and Archaeology Committee
held on 3 January 2014**

- 1 Norfolk Museums Service - Integrated Performance and Finance and Risk Monitoring Report for 2013/14**
 - 1.1 The Joint Committee received a report that outlined the latest service performance against the NMS revenue budget, reserves and provisions and capital programme as at 31 October 2013. The report also explained progress with the management of risk within the NMS.
 - 1.2 Progress with NMS Revenue budgets and Reserves and Provisions indicated that the Service should achieve a break-even position at the year end.
- 2 Norfolk Museums Service –Performance and Strategic Update Report**
 - 2.1 The Joint Committee received a report that provided progress with performance against the NMS agreed service plan for 2013/14 and with future strategic planning for the Service including progress regarding the establishment of a new development foundation, commercial developments, advocacy work and the restructuring of the Service. In receiving the report, the Joint Committee noted progress with performance and future strategic planning for the NMS including preparation for the Arts Council England Major Partner Museum funding application, capital developments including the Round One Heritage Lottery Fund pass for Gressenhall, and the successful delivery of the annual SHARE conference.
 - 2.2 The Joint Committee gave its full support to the NMS in its endeavours to set up an independent development foundation to assist in the delivery of the NMS service plans through allowing the Service to reclaim Gift Aid on Museum Passes and to apply to grant-giving trusts and foundations which the Service is currently precluded from approaching due to its local authority status. The Friends of Norwich Museums have been kept fully informed about this proposal, and the other NMS Friends organisations and key stakeholders are due to receive details after a report regarding the recruitment of Trustees has been presented to the Cabinet. At the request of the Joint Committee, when the Cabinet has received its requested update report, the Memorandum and Articles of Association will be shared with Members of the Joint Committee and Members of the Area Museums Committees and with the Norfolk District Councils.

- 2.3 Following a creative session with Members and stakeholders on 8 November 2013 and consultation with a number of groups, the new logo and branding for the NMS was completed by Norwich University of the Arts (NUA). The Service will make an announcement of both the change of name from Norfolk Museums and Archaeology Service to Norfolk Museums Service and the new logo and branding the week commencing 6 January. Given this change of name, the JMAC will be known as the Joint Museums Committee (JMC) in all forms beyond this meeting.
- 2.4 The Joint Committee analysed the number of visits made by members of the public to the museums operated by the Norfolk Museums Service for the period 1 April -31 October 2013. During that period, 251,571 visits were made to NMS museums compared to 244,665 visits for the equivalent period in 2012. This 3% increase in visitor numbers was attributed to a varied and high quality events programme, particularly over the October 2013 half-term holiday. During the period 1 April - 31 October 2013, there was a 7 % increase in the number of visits made by school children in organised groups; 23,043 school visits were made to NMS museums compared to 21,519 school visits for the same period in 2012. At Members' request, details as to the number of school visits for each of the 10 NMS sites and the locations and names of the schools that make use of the NMS will be brought to the next meeting of the Joint Committee. Overall, the performance in terms of total visitor numbers and school visits shows that the Service is on track to meet or exceed its key performance indicator for the 2013-14 service plan.

3 Norwich Museums

- 3.1 The Joint Committee received a report from the Norwich Area Museums Committee that set out the background to a further review of collections held by Norwich Museums, previously displayed or stored in the Bridewell Museum, in stores at Gressenhall or in storage in North Walsham. The Joint Committee agreed to the de-accessioning and appropriate disposal of a number of items which were in poor condition, unrelated to Norwich and/or outside of the NMS Acquisition and Disposal Policy.

4 Service and Budget Planning For 2014-17- Norfolk Museums Service

- 4.1 The Joint Committee received a report that sets out the financial and planning context for the County Council and gave an early indication of what this meant for Community Services and the Norfolk Museums Service for 2014-17, and specific service information for the NMS for the next financial year. The report highlighted specific known impacts of new national policy initiatives which were likely to affect the way the Service carried out its business and plans and its future priorities. It set out proposals for changing service delivery currently, along with identified efficiency savings which had been identified by Officers and Members in order to meet the funding gap.

- 4.2 The Joint Committee noted that a key element of the current service plans and of meeting the challenges of the budget reductions ahead will be the successful delivery of the commercial targets as laid out in the business plan 2014-15. At Members' request, illustrative examples of how the NMS business plan supports the overall Community Services priorities through its service plans will be brought to the next meeting of the Joint Committee. The priorities in the NMS business plan are being updated for future years so that the plan can be used to drive planning through the service. The Norfolk Borough, City, District, Town and Parish Councils are encouraged by the Joint Committee to visit the NMS website and to sign up to receive email alerts about new developments in the Service.

5 The Gressenhall "Voices From the Workhouse" Project

- 5.1 The NMS has been successful in its Round One funding application to the Heritage Lottery Fund for the major redevelopment of the main workhouse displays at Gressenhall. An application for this important project has also gone forward for consideration by DCMS/Wolfson, a major funder of gallery and museum developments. The Joint Committee received a PowerPoint presentation by Dr Robin Hanley, Western Area Manager, about this project. Also at Gressenhall, planning permission has been granted for the completion of a new 'eco building'/visitor centre close to the overflow car park. This building will provide invaluable additional space for the site and a professional welcome for visitors on major event days.

John Ward
Chairman

Report of the Norfolk Records Committee Meeting held on 22 November 2013

1. Norfolk Record Office Performance Report 1 April – 30 September 2013.

- 1.1 The Committee received a report which provided information on the progress towards targets which had been set in the 2013/14 service plan.
- 1.2 The Committee noted the report.

2. Norfolk Records Office Finance and Risk Report 2013/14

- 2.1 The Committee received a report which provided information on performance, budget and risk for 2013/14 for the Norfolk Record Office.
- 2.2 The Committee noted the report.

3. Service and Budget Planning 2014-17 for Norfolk Record Office

- 3.1 The Committee received a report which set out the financial and planning context for the authority and gave an early indication of what this would mean for Community Services and the Norfolk Record Office.
- 3.2 The Committee noted the report.

4. Changes to the Norfolk Record Office Opening Hours

- 4.1 The Committee received a report which provided information on the options available to reduce budget costs by changing the hours of the Norfolk Record Office
- 4.2 The Committee resolved that:-
- That further consideration be given to closing the Norfolk Record Office every Saturday at the next meeting of the Committee.
 - That further consideration be given to opening the Norfolk Record Office one evening per week at the next meeting of the Committee.
 - That the remaining two options be discounted.
 - That the County Archivist identify additional savings in the sum of £1221.

5. Norfolk Record Office Branding

- 5.1 The Committee received a report which provided information on a proposed re-branding strategy for the Norfolk Record Office, including adopting the current logo of the Archive Centre as the logo for the Norfolk Record Office, in order to create a clear identity.

5.2 The Committee resolved that:-

- That the Norfolk Record Office be retained as the name of the service.
- That the proposed re-branding be broadly agreed and that a clearer, more refined logo be brought to the next meeting.

6 Other Business

6.1 The Chairman announced that this would be the last meeting of the Norfolk Records Committee for the Principal Archivist, Susan Maddock, who would be retiring at the end of the year after 38 years. The Committee passed its thanks to Miss Maddock who had provided excellent guidance and support to members past and present.

Chairman



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Report of the Norfolk Records Committee Meeting held on 3 January 2014

1. Norfolk Record Office Finance and Risk Report 2013/14

- 1.1 The Committee received a report which provided information on performance and risk for 2013/14 as at 31 October 2013.
- 1.2 The Committee noted the report.

2. Service and Budget Planning 2014-17 for Norfolk record Office

- 2.1 The Committee received a report which set out the financial and planning context for the authority and gave an early indication of what this would mean for the Norfolk Record Office.
- 2.2 The Committee noted the report.

3. Changes to the Norfolk Record Office Opening Hours: The Archive Centre

- 3.1 The Committee received a report which provided information on the options available to reduce budget costs by changing the hours of the Norfolk Record Office
- 3.2 The Committee agreed that the Norfolk Record Office: The Archive Centre should:-
 - Close on Saturday mornings after 1 April 2014
 - Open until 7pm for one evening per week starting in the week of 1 April 2014, with Thursday being the agreed evening to open.

And that these arrangements will be on a trial basis for 12 months , to be reviewed at the January 2015 meeting of the Norfolk Records Committee.

4. Norfolk Record Office: Improvements to Archival Storage

- 4.1 The Committee received a report which provided information on the options available to provide the space required by the Norfolk Record Office to continue to take accessions.
- 4.2 The Committee agreed that a combined solution to maximise existing storage space be approved.

Chairman



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Matters Considered by Overview & Scrutiny Panels

**Children's Services
21 November 2013**

- 1 Public Question Time.
- 2 Member Questions
- 3 Cabinet Member Feedback
- 4 Promise for Norfolk Children In Care and Leaving Care by members of Norfolk In Care council.
- 5 Children's Services Improvement Plans.
- 6 Children's Services Performance Monitoring Report 2013-14.
- 7 Service and Financial Planning 2014-17.
- 8 Support for School Improvement.
- 9 Children's Services Growth and Investment Plan 2013-17 Planning and funding pupil number place growth.
- 10 Apprenticeships Norfolk – 1 year on.
- 11 Introduction to Norfolk Children's Services Quality Assurance Team Audit Framework and Standards.
- 12 Scrutiny Forward Work Programme.

**Community Services
7 January 2014**

- 1 Public Question Time.
- 2 Member Questions
- 3 Cabinet Member Feedback
- 4 Community Services Finance Monitoring Report for 2013/14
- 5 Putting People First – Service and Budget Planning 2014/17
- 6 Fuel Poverty in Norfolk
- 7 The New Compact For Social Care In Norfolk
- 8 Implementation of An Integrated Community Equipment Service (ICES) For Norfolk
- 9 Blue Badge Disabled Parking- An Update Report
- 10 Delayed Discharge from Hospital In Norfolk-Joint Scrutiny Task and Finish Group
- 11 Forward Work Programme: Scrutiny

**Corporate Resources
13 January 2014**

- 1 Public Question Time.
- 2 Member Questions
- 3 Cabinet Member Feedback
- 4 Scrutiny Forward Work Programme
- 5 Putting People First: Service and Budget Planning 2014/17

- 6 2013/14 Resources Finance Monitoring Report
- 7 Property Performance Report 2013
- 8 Compliments and Complaints Service: April to September 2013
- 9 Employee Health, Safety and Wellbeing Mid Year Report 2013/14
- 10 Personal Development for Members
- 11 Filming and Recording at Meetings

Environment, Transport & Development 26 September 2013

- 1 Public Question Time.
- 2 Member Questions.
- 3 Forward Work Programme: Scrutiny
- 4 Provision of Temporary Traffic Signs for Special Events
- 5 Environment, Transport and Development Department Integrated Performance and Finance Monitoring Report 2013/14
- 6 Service and Financial Planning 2014/17
- 7 Apprenticeships Norfolk – one year on
- 8 Great Yarmouth Borough Surface Water Management Plan

Fire & Rescue Services 20 November 2013

- 1 Public Question Time
- 2 Members Questions
- 3 Cabinet Member Feedback
- 4 Service and Financial Planning 2014/17
- 5 Fire and Rescue Integrated Performance, Finance and Risk Monitoring Report for 2013/14
- 6 Norfolk Fire and Rescue Authority Draft Integrated Risk Management Plan 2014-17
- 7 Scrutiny Forward Work Programme
- 8 Sickness Absence Report