

Council

Date: **Monday 14 December 2015**

Time: **10.00am**

Venue: **Council Chamber, County Hall, Norwich**

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Prayers

To Call the Roll

AGENDA

1. Minutes

To confirm the minutes of the meetings of the Council held on 8 October, 19 October and 6 November 2015. Page 5

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 Leader of the Council

5. Notice of Motion

Proposer Richard Bearman, Seconder Adrian Dearnley
This Council RESOLVES to:

- a) Commend the work of dedicated volunteers in Norwich Norfolk who feed hundreds of people each week.
- b) Raise awareness of the work of food redistribution organisations and the challenges they face through our website and Your Norfolk magazine.
- c) Work in partnership with local organisations who have joined forces under the umbrella organisation Norwich Food Hub to tackle the joint problems of increased food poverty and the wasting of surplus food across the city, in order to understand the many challenges they face and help them best achieve their objectives.
- d) Help to build dialogue between large retailers and the new food hub, to ensure the most effective redistribution of surplus food.

e) Work with Norwich City Council, the Clinical Commissioning Group and other public bodies to find suitable premises and funding to help local people who want to redistribute surplus food to those in need.

f) Encourage all food retailers to sign up to a redistribution scheme in their area.

g) Write to DEFRA asking them to introduce penalties for national retailers deliberately spoiling or wasting surplus food and to end the retail practice of rejecting food on purely cosmetic grounds.

6. Recommendations from Service Committees

- Policy & Resources – 30 November 2015 Page **35**

7. Reports from Committees

(i) Service Committees (Questions to Chairs)

- Policy & Resources – 26 October & 30 November 2015 Page **37**
- Adult Social Care – 12 October & 9 November 2015 Page **44**
- Children's Services – 20 October & 17 November 2015 Page **49**
- Communities – 21 October & 11 November 2015 Page **54**
- Environment, Development & Transport – 16 October & 20 November 2015 Page **58**
- Economic Development Sub-Committee – 26 November 2015 Page **64**

(ii) Other Committees

- Health Overview & Scrutiny Committee – 15 October 2015 Page **66**
- Planning (Regulatory) Committee – 27 November 2015 Page **69**
- Personnel Committee – 3 December 2015 (To follow)
- Health and Wellbeing Board – 4 November 2015 Page **70**
- Joint Museums Committee – 30 October 2015 Page **73**
- Records Committee – 30 October 2015 Page **76**

8. Proportional Allocation of Seats on Committees

Report by Head of Democratic Services

Page **77**

9. Appointments to Committees, Sub-Committees and Joint Committees (Standard Item)

- (i) To note appointments made under delegated powers;
- (ii) To consider any proposals from Group Leaders for changes to committee places

10. **Appointment of the Vice-Chairs of the Adult Social Care Committee and the Communities Committee**
11. **To answer Questions under Rule 8.3 of the Council Procedure Rules (only if any received)**

Chris Walton
Head of Democratic Services
County Hall
Martineau Lane
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Date Agenda Published: 4 December 2015

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Norfolk County Council**Minutes of the Extraordinary Meeting Held on 8 October 2015****Present:**

Mr A ADAMS	Mr J LAW
Mr S AGNEW	Mrs J LEGGETT
Mr C ALDRED	Mr B LONG
Mr S ASKEW	Mr J MOONEY
Mr R BEARMAN	Ms E MORGAN
Mr R BIRD	Mr S MORPHEW
Mr B BORRETT	Mr G NOBBS
Dr A BOSWELL	Mr R PARKINSON-HARE
Mr M CASTLE	Mr J PERKINS
Mr J CHILDS	Mr G PLANT
Mr S CLANCY	Mr A PROCTOR
Mr T COKE	Mr W RICHMOND
Mr D COLLIS	Mr D ROPER
Mrs H COX	Mr M SANDS
Mr D CRAWFORD	Mr N SHAW
Mr A DEARNLEY	Mr B SPRATT
Mrs M DEWSBURY	Mr B STONE
Mr N DIXON	Mrs M STONE
Mr C FOULGER	Mr M STOREY
Mr T GARROD	Dr M STRONG
Mr P GILMOUR	Mrs A THOMAS
Mrs S GURNEY	Mr J TIMEWELL
Mr D HARRISON	Miss J VIRGO
Mr H HUMPHREY	Mr C WALKER
Mr B ILES	Mr J WARD
Mr T JERMY	Mr B WATKINS
Mr J JORDAN	Mr A WHITE
Mr J JOYCE	Mr M WILBY
Ms A KEMP	Mrs M WILKINSON
Mr M KIDDLE-MORRIS	

Apologies for Absence:

Apologies for absence were received from Mr M Baker, Mr B Bremner, Mrs J Brociek-Coulton, Mr A Byrne, Mr M Carttiss, Mrs J Chamberlin, Ms E Corlett, MrJ Dobson, Mr T East, Mr T Fitzpatrick, Mr A Grey, Mr P Hacon, Mr B Hannah, Mr M Chenery of Horsbrugh, Mr I Mackie, Mr I Monson, Mr W Northam, Mr D Ramsbotham, Ms Rumsby, Mr E Seward, Mr P Smyth and Ms S Whitaker.

1 Chairman's Announcements—Mr Barry Stone

- 1.1 The Chairman welcomed back Mr Barry Stone, following his election as the Member for Loddon, and joined with other Members of the Council in saying that he hoped Barry would enjoy his time at Norfolk County Council.

2 Declarations of Interest

- 2.1 No Declarations of Interest were made.

3 Devolution Opportunities

- 3.1 Council received the report of the Managing Director on devolution opportunities for Norfolk and Suffolk that had previously been considered by the Policy and Resources Committee of 28 September 2015.
- 3.2 The Chairman opened the Council's consideration of this item by calling on the Leader to make some introductory remarks, before calling on the Managing Director to address Council, followed by presentations from the Officer Policy Leads for devolution.
- 3.3 In his introductory remarks, the Leader asked for permission for Mr. Chris Starkie, the Managing Director of the Local Enterprise Partnership, to address the Council after the presentations by the Officer Policy Leads and this was **agreed** by Council.
- 3.4 The Council then heard from the Managing Director about how this was very much the first stage in the process for greater local autonomy over strategic issues such as transport, economic development, housing, flood defence and strategic planning, that would power economic growth and productivity in Norfolk and Suffolk, and create an economic entity on a similar scale to devolution deals elsewhere in the country, such as Greater Manchester and Sheffield. The Managing Director added that it was very important for Norfolk to be amongst the first Councils in the country to secure a deal with the Government because those Councils who were at the table first were likely to get the best deal. This was not something that Norfolk was being forced to do by the Government, it was a competition that Norfolk had to win and the scale of what could be achieved would be based on the ambition that was shown, Norfolk's ability to deliver that ambition and the strength of the collective leadership politically. This was not a county initiative alone, many local councils were involved, and while the possibility for including Cambridgeshire in Norfolk and Suffolk's joint submission was not an option in the short-term this was something that would be explored further in the coming months. Nothing could be ruled in or out at this stage except that it was worth getting to the table to negotiate governance arrangements that would need to be

developed, and be the subject of public consultation. Nothing would be agreed with the Government before the terms of any potential deal, and the acceptability of it, came before this Council for agreement.

3.5 The Council received presentations from the Officer Policy Leads for devolution as follows:

- Finance – Simon George
- Business and Employment Support - Fiona McDiarmid
- Assets & Infrastructure - Tracy Jessop
- Planning & Housing – Phil Morris
- Health & Social Care - Harold Bodmer
- Governance – Victoria McNeill

These detailed presentations can be found as an appendix to these minutes.

3.6 At the conclusion of the officer presentations, Mr. Chris Starkie, the Managing Director of the Local Enterprise Partnership, explained the role of the LEP in promoting economic growth and involving the private sector. He said that the Government expects that the LEP be at the heart of any devolution deal and that the LEP was already involved in the work streams that were relevant to it.

3.7 There then followed a session where Members were able to ask questions of the Managing Director and the Officer Policy Leads.

3.8 At the conclusion of the questions and answers session, Mr Nobbs, seconded by Mr Jordan, moved that the Council endorse the decisions of Policy and Resources Committee of 28 September 2015.

3.9 Following debate, and upon being put to the vote, Council **RESOLVED** to endorse the decisions of the Policy and Resources Committee of 28 September 2015 (with 3 votes against and 1 abstention) as follows:

1. To note progress to date
2. To agree the principle of a Norfolk and Suffolk Combined Authority
3. To agree that the Leader and Managing Director continue to play a full part in discussions, representing the best interests of Norfolk residents.

The meeting ended at 4.25 pm

Chairman



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Finance

We want to establish a different relationship with Government, where greater local autonomy creates a system that is more locally self-sufficient than reliant on central grants. This should be enabled by:

- More flexibility to deliver our ambitions and manage the risks we are taking on.
- Business Rate Retention options have been superseded by Chancellor's announcement this week at Conference.
- First rights on central government estates and local autonomy over public sector estates (including NHS) to unlock sites for employment and housing as well as smarter use of public assets

 **Norfolk** County Council

Economic Growth & Productivity

For example, building on the existing architecture to:

- Develop a network of rural Enterprise Zones focussed on: agri-tech, food and health and digital economy that link our beacons of innovation Norwich Research Park and Adastral Park in Ipswich;
- Better connecting our universities with our businesses to drive innovation and productivity
- Enhance the New Anglia Growth Hub;
- Create a joined up approach to attract inward investment;
- Create a Productivity Commission to help tackle root causes of our productivity gap
- Devolve decision making over EU funding programmes

 **Norfolk** County Council

Employment & Skills

Ensuring that our residents are able to use the full potential of their skills in driving productivity and growth. For example by:

- Designing a new local employment service that helps people to progress into work and reduces dependency on benefits and can deliver Universal Credit
- Devolved responsibility for the Apprenticeship Grant and successor schemes
- Co-commissioning with Government all post 16 education and skills provision and the next round of the Work Programme
- As part of the New Anglia Youth Pledge deliver the Youth obligation building on the MyGo service (first established in Ipswich as part of its City Deal) financed through a shared investment model with government
- Extend the adult loan system to include 19-23 year olds within the existing funding envelope so that adults skills training is open to all who can benefit

 **Norfolk** County Council

Physical Assets & Infrastructure

- Devolution of funding and decision making for investment in a modern transport system with a secure future, based on local economic priorities that will develop employment and housing sites across the two counties
- Offering a single integrated transport strategy for Norfolk and Suffolk, in return, for greater certainty and influence over transport funding (with a 5-10 year settlement for local transport schemes).
- Greater influence over the rail franchise and capital programme
- Shaping and influencing the priorities for electricity and water supply investment, to support key locations in anticipation of planned growth
- Achieving broadband connectivity to our rural areas
- Working with Government to tackle the challenge of poor mobile network coverage in both counties

 **Norfolk** County Council

Coherent Planning & Housing

Developing a housing offer that maximises growth and better supports people's health and wellbeing by:

- Creating a joined up Strategic Plan which aligns and integrates all the different strategies, supported by local delivery plans so that decision making on developments can be made closer to the communities they are part of
- Establishing an Investment Fund for Growth, to drive infrastructure to support growth and move money quickly to where it's needed.
- Working with Government to identify new settlements/garden cities in conjunction with the Homes and Community Agency, using its powers and resources to plan and deliver
- Certainty over New Homes Bonus allocations to allow increased borrowing and infrastructure investment
- Influence over the investment plans of significant utilities – currently investment in utilities is often out of step with and holding back both local employment and housing developments with no mechanism for local engagement or influence
- Greater CPO powers to overcome barriers to land assembly, tackling stalled sites and challenging land banking
- Becoming a "Planning Reform Pathfinder" to work government and the sector to radically re-think the local plan process to maintain an up to date land supply, provide certainty for developers and reduce the necessity for systematic local plan reviews.

 **Norfolk** County Council

Health, Care and Safety

We want people to be able to live as healthily, safely and independently as possible for as long as possible and if needed, that they receive early and joined up public sector support. To do this, we need the following to be different:

- Devolved multi-year settlements for health, care and safety
- Freedom from centrally prescribed performance reporting and freedom to set unified, locally appropriate, outcomes based measures across the system and negotiate with national inspectorates and regulators.
- First call on local public service estates and capital assets, incl NHS and police to unlock assets across Suffolk's public services.
- Explicit and specific support from Government departments that provides mandated authority from Whitehall to the local public sector.
- More local control over skills funding to enable better, joined up workforce development and attract the best health, care and teaching professionals also boosting our economy
- Flexibilities to support better integrated IT across public sector organisations

 **Norfolk** County Council

Governance

- Secretary of State given power to create Combined Authorities - Local Democracy, Economic Development and Construction Act 2009.
- Combined Authorities are separate legal entities that take on powers devolved from central government across a functional economic area.
- Since 2009 broadening of powers that can be devolved – Localism Act 2011 and Cities and Local Government Bill 2015.
- Key governance issues – (1) Membership of Combined Authority; (2) Voting rights; (3) How functions are devolved; (4) Role of LEP and others.
- Process – (1) Initial request to Government; (2) Inclusion in list of proposals for consideration; (3) Governance review; (4) Public consultation; (5) Scheme to Secretary of State for approval; (6) Parliamentary Order.
- County Council decision-making – (1) Initial debate and endorsement of approach; (2) Outcome of governance review; (3) Submitting Scheme to Secretary of State; (4) Any changes to Scheme.
- Timetable: Royal Assent by end 2015 and thereafter probably a minimum of 12 months to review, consult, obtain Order.

 **Norfolk** County Council

Norfolk County Council**Minutes of the Meeting Held on 19 October 2015****Present:**

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

Present: 75

Apologies for Absence:

Apologies for absence were received from Mr S Agnew, Mr M Castle, Mr S Clancy, Mr T East, Mr T Garrod, Ms A Kemp and Mr M Sands.

1 Minutes

- 1.1 The minutes of the Council meeting held on 27 July 2015 were confirmed as a correct record and signed by the Chairman.
- 1.1.1 Mr Borrett said that he had not received a response to the question he asked at the meeting on 27 July about how many LEP meetings the Leader had attended in the last twelve months. The Leader apologised and said that he had wanted the opportunity to reply in person. He said he had attended 16 out of a possible 21 meetings of the Local Enterprise Partnership (LEP), with Mrs Walker substituting on two occasions. Since then he had attended 2 more meetings, which meant he had attended 18 out of 23 meetings. He added that during the previous administration the attendance had been 17 out of a possible 19 meetings which included 4 where Ann Steward had attended as a substitute and was not able to vote, which equated to 13 out of 19 meetings. During the time Mr Borrett was Leader he had not attended any LEP meetings.
- 1.2 The minutes of the Extraordinary Council meeting held on 2 September 2015 were confirmed as a correct record and signed by the Chairman.

2 Chairman's Announcements

- 2.1 The Chairman announced the sad passing of Mr Mike Ferris, former Leader of the Labour Group, and Council stood in silence as a mark of respect.

The Chairman welcomed Roy Harold, Chief Fire Officer to his first meeting of Council since taking over the role.

The Chairman referred to the Safeguarding booklets that had been distributed and urged Council to read them as part of their corporate safeguarding responsibilities.

The Chairman also announced that the Leader of the Council would be leaving the meeting early to attend a meeting about devolution in Bury St Edmunds.

3 Declarations of Interest

- 3.1 Mr P Hacon declared an interest in agenda item 6 (Report of the Communities Committee – 9 September), as he had two sons employed in the Fire Service.
- 3.2 Ms E Corlett declared an interest in item 6 (Report of the Adult Social Care committee) relating to questions on the Mental Health Trust as she was employed by the Mental Health Trust (Norfolk & Suffolk NHS Foundation Trust).

4 Questions to Leader of the Council

4.1 Question from Dr M Strong

Dr Strong asked if the Leader could tell Council how much money the Local Enterprise Partnership (LEP) had contributed to projects in Norfolk.

The Leader replied that he believed the figure was £44,450,000 for Norfolk and approximately £41m for projects in Suffolk and that he would circulate a breakdown of the information to Council. He added that it showed the importance of the Leader of the County Council attending meetings and being available to vote, because substitutes were not eligible to vote. He also added that he had been heartened recently to see a contribution of £10m from the LEP towards the costs of the Northern Distributor Route (NDR).

4.2 **Question from Mr C Jordan**

Mr Jordan asked what the Leader was going to do about the increased permit charges for businesses in Norwich which was compromising the ability of home care providers to deliver a service against the contractual obligation they had with the council. He added that it also meant money was simply being transferred from one authority to another, causing unnecessary bureaucracy.

The Leader delegated the question to the Chair of Adult Social Care Committee (ASC) who replied that the issue was only applicable in the Norwich area and the way the permit charges had been changed. The Chair of ASC continued by saying that she knew some lobbying had taken place, but was unaware of the latest position. She said she understood that there had been consultations with businesses before the changes were implemented and she suspected that some of the businesses had not, at that time, realised what the implications were and therefore had not lobbied. The Chair also mentioned that she had been contacted by two businesses, whom she had directed to Norwich City Council and that it was not just businesses within Adult Social Care that were affected, other businesses were also affected.

As a supplementary question, Mr Jordan said it was causing a real problem and suggested that a meeting be convened to identify what the problems really were.

The Chair of Adult Social Care replied that it did not just affect Adult Social Care, therefore convening a meeting was not the right way of dealing with the issue. She continued that she thought it was a City Council issue and it would be inappropriate to convene a meeting about matters under their remit.

4.3 **Question from Mr J Childs**

Mr Childs said that, at the last Environment, Development and Transportation (EDT) meeting the following motion had been agreed:

“The Committee invite Norfolk MP’s to a meeting where they could be made fully aware of the proposed budget cuts and service changes and have the opportunity to put forward the opinions of their constituents and therefore have a better understanding of the consequences of the decisions that the County Council are having to make.”

He asked if the Leader would agree that it was an issue which covered all Committees and as such should come to full Council. He added that it would be more viable if MPs could come and talk about how they were fighting to protect Norfolk’s vulnerable and dependant people. He asked if the Leader would ask the Managing Director to write to all Norfolk’s MPs on behalf of Council to express the views expressed in the EDT motion.

The Leader responded that under the old Cabinet system, Cabinet Scrutiny Committee

had invited MPs to attend meetings and that there had been a very poor attendance. He added that this was not a criticism of MPs, but it was difficult for MPs to attend. He also added that if it was the wish of EDT and of Council that MPs be invited, he would speak to the Managing Director and the Chairman and consult with Members as to whether or not a full Council meeting was held, or whether the matter should be dealt with by the EDT Committee. He did say that if the topic was to be dealt with by Council, a special meeting would need to be convened as such an item would take up too much time on a normal agenda.

4.4 Question from Mr R Bearman

Mr Bearman said that given the worsening situation with Syrian refugees, and the Government's stated intention for the UK to take refugees over the next 5 years, was it now time for the leader to invite representatives of our local organisation, Norfolk Sanctuary, to be involved in a co-ordinated county wide task force, and also to invite them to give a presentation to full Council as soon as possible?

The Leader replied that a task force had been set up and a meeting with Sanctuary had been held at the beginning of the year. He continued that the task force meetings already had a great many people taking part and it was his wish to keep the meeting as small as possible so it did not become a talking shop. The Bishop of Norwich attended task force meetings and represented faith groups, of which Sanctuary was one and he did not feel it was necessary to add any more attendees to the group. The task force was made up of representatives of the County Council and all District Councils who were intending to supply housing and he again emphasised that more action was needed rather than more meetings.

The Leader continued by stating that money was a significant stumbling block as government funding was only available for the first year, which officers had deemed as inadequate for covering the likely needs of the refugees. He informed Council that, although people had offered to house some refugees, the Government required that refugees had their own separate premises. Norwich City Council had been at the forefront in offering accommodation provided there was sufficient government funding to cover at least five years and at a time when the authority was telling citizens that we could not provide them with services, we could not justify providing for refugees without government funding, even though there was great sympathy with their plight.

4.5 Question from Mr B Bremner

Mr Bremner asked the Leader, in relation to the Northern Distributor Route (NDR), if he could explain how much a full judicial review of the recent Council decision on the NDR would cost the Norfolk taxpayer and how much the procedural delays had added to the cost of the NDR to date.

The Leader replied that he was aware that a judicial review had been launched by Friends of the Wensum Valley and that the minimum cost to Norfolk County Council in legal terms was estimated to be approximately £20k although this could rise considerably to approximately £50k. The Leader added that everyone knew what that money could do in the current budget situation.

He informed Council that the actual delay costs to construction were in the region of £500k per month for not being "shovel ready", which had been anticipated would happen in October 2015.

The Leader read out the following statement, "Officers continue to review the legal

challenge and were taking appropriate legal advice and that in view of the potential implications of the timescales of delivering the project, it could be prudent for Council to retake the decision regarding the funding required for the NDR in order to expedite a resolution to this matter”.

He added that Group Leaders had discussed the issue and there was a possibility there may be an additional Council meeting to consider this issue.

4.6 Question from Mr B Long

Mr Long asked when the refurbishment of County Hall was likely to be completed and how much over budget the project would be.

Mr Nobbs deferred the question to the Vice-Chairman of Policy & Resources Committee who reassured Council that the project was on budget and was expected to be completed by April 2016.

5 Recommendations from Service Committees

5.1 Children’s Services Committee – 15 September 2015

Mr J Joyce, Chairman of Children’s Services Committee moved the recommendations to approve the statements of purpose for the Adoption Agency, Norfolk’s Fostering Service and Norfolk Residential Service.

- 5.1.1 The Council **RESOLVED** to endorse the Statements of Purpose for the Adoption Agency, Norfolk’s Fostering Service and Norfolk Residential Service.

6 Reports from Service Committees (Questions to Chairs)

6.1 Report of the Policy and Resources Committee meetings held on 1 and 28 September 2015

Mr D Roper, Vice-Chairman of Policy and Resources Committee, moved the report.

6.1.1 Question from Mr B Watkins

Mr Watkins stated that by the end of this week, service committees would have finalised proposals for the remodelling of their services during the next three years based on 75% of addressable spend. Policy and Resources would then consider the submissions from each committee and decide what went out to public consultation. He asked if the Deputy Leader would like to comment on how he saw the process developing over the coming weeks and if there was any advice he would like to offer Council at this stage.

The Deputy Leader replied that it was clear in the reports to service committees that a substantial amount of work had been done in looking at every aspect of the council’s budget so far. He added that the 75% model was extremely ambitious for all departments and that every department had to look deeply at their budget and justify every penny they spent. No departmental exceptions had been made.

The Service Committees had been considering 75% models which would be referred to Policy & Resources Committee for consideration at its meeting on 26 October. He continued that there had been some discussions about recommendations and about whether they should be agreed, referred or considered. He said he was not

concerned about the wording as long as they were passed to Policy and Resources.

Policy and Resources Committee had commissioned this work in the first place and there had been some discussions as to the full list of options presented to service committees. He said that whatever service committees passed to Policy & Resources needed to be a 75% model. If any service committee was tempted to take out a proposal, they needed to put something else back in to ensure it remained a 75% model.

He continued by saying that he knew there had been discussions that service committees should have more options for consideration, but spokespersons from all groups had regular meetings with officers and if they had wanted to suggest savings, they could have asked for the work to be done, likewise they could have had discussions with Chairs of the Committee.

Policy and Resources Committee would be considering which proposals to consult on when it met on 26 October and he thanked committees and officers for the work that had been completed.

6.1.2 **Question from Mr R Smith**

Mr Smith stated that, before looking at future budgets which presumably were based on the current budget, how the current year's budget was looking as the figures in the report looked very daunting.

The Deputy Leader referred Council to the updated report for the Policy & Resources Committee meeting on 26 October which had been published and that the budget situation had moved in the right direction, albeit not hugely. He added that Children's Services and Adult Social Care departments remained a cause for concern. The Children's Services figures were largely driven by Looked After Children (LAC) numbers which, despite firm evidence that they would reduce, hadn't moved as quickly as had been forecast.

The Deputy Leader said that all departments were carrying out a lot of work in order to try to bring about a balanced budget.

6.1.3 Council **RESOLVED** to note the report.

6.2 **Report of the Adult Social Care Committee meeting held on 7 September 2015.**

Ms S Whitaker, Chair of Adult Social Care Committee moved the report.

6.2.1 **Question from Mr B Borrett**

Mr Borrett stated that, a while ago, this Council had given £700k to Age Concern Norfolk to pay pension costs and that we had been told at that time that the money was necessary to stop Age Concern collapsing. He asked the Chair if, after seeing a report in the EDP that Age Concern had made a profit of over £600k in the last financial year, she would be asking for a repayment of the money.

The Chair replied that Age Concern no longer existed and had become Age UK Norfolk. She added that there had been an obligation under the Norfolk County Council pension fund because a number of the staff had worked for NCC originally before transferring to the Mental Health Trust. She informed Council that Age UK Norfolk would not be asked to repay the money.

Mr Borrett responded that there had not been any contractual obligation as this had been a decision made by Council out of choice.

The Chair replied that she believed there had been a partial contractual obligation as well as a moral obligation because the staff had previously worked for the county council and that it had been the right decision.

6.2.2 **Question from Mr B Watkins**

Mr Watkins said that the care sector had traditionally seen many of its staff under paid and undervalued in carrying out the work that they performed and that it was little wonder that retention had proved to be a major problem in the care sector. He continued that news of the introduction of a national living wage with a minimum payment of £9.24 per hour by 2020 would be welcomed in many quarters. However, there would undoubtedly be concerns about the effect this policy might have on the sustainability of small care homes and he asked if the Chair would like to offer her view on how it might affect care providers across Norfolk.

The Chair replied that she welcomed the introduction of a national living wage and thought this was something that should have happened a long time ago. She added that everyone needed to work hard to ensure that working in the care sector moved from being a career of last resort to being a career of choice and if introducing a national living minimum wage helped achieve that, she supported it.

The Chair added that this would be an issue for all of the sector, not just those smaller residential homes and that Part 2 of the Care Act was supposed to have come into effect on 1 April next year, although it had been deferred until 2020. When the Chair had attended the Social Care conference, the Care Minister had been adamant that the introduction of the Care Act had not been shelved, only deferred and that £570m had been set aside nationally for the implementation of the second part of the Care Act and the national living wage as this could not be implemented without additional funding from central government. She added that everyone needed to work towards ensuring staff working in the care sector were properly rewarded, as it was recognised that the better staff were treated, the better care they gave to the most vulnerable residents.

6.2.3 **Question from Ms C Rumsby**

Ms Rumsby asked if there had been any improvements made in care inefficiency and what the results had been since social workers had moved from the Mental Health Trust to the County Council.

The Chair replied that Mental Health Social Workers had been transferred to the Norfolk and Waveney Mental Health Trust in 2008 and since then, the Trust had combined with Suffolk. The arrangements had not worked as well as had been envisaged and on 1 October 2014, the mental health social workers had returned to County Council employment. At that time, there had been significant vacancies with about 25% of the social worker posts left unfilled. The Chair was pleased to advise Council that since then, additional social workers had been recruited and a full management team was now in place. This meant that everyone with a mental health need, who was in residential care, had received a case review in the last six months, which had led to approximately 30 people being able to live within the community in supported living rather than being in residential care.

The Chair advised that a strong working relationship had been maintained with the Mental Health Trust. She was a Governor on the Council of Governors and was very pleased to report that an infinitely better service was now being offered to service users than had happened previously.

6.2.4 Council **RESOLVED** to note the report.

6.3 **Report of the Children's Services Committee meeting held on 15 September 2015**

Mr J Joyce, Chairman of Children's Services Committee moved the report.

6.3.1 **Question from Mr B Long**

Mr Long asked the Chairman what his plan B was in light of the fact that the in-year budget was between £6m and £7m adrift from where it was expected to be and the assumption that the number of looked after children would be reduced.

The Chairman referred Council to the reports for the Children's Services Committee meeting on 20 October and the fact that the budget deficit had reduced by approximately £1m. He added that the reduction on the looked after children spend was dependant on what was happening around the county and that in the previous week, 2 children had left the service, but 2 children had come into care; in the week previous to that 5 children had left the service but approximately 12 had come into the service. The Chairman said that although the budget was still approximately £5.5m overspent, it was being tackled, although he could not guarantee that the budget would be zero by the end of the financial year.

The Chairman informed Council that following its inspection in July, the Ofsted results would be published on 20 October. He said he would brief all Committee Members of Children's Services Committee after the Council meeting about the results of the inspection as he considered it was important that all 17 Members of the Committee worked together on the outcome from the inspection. He reminded Members that the information in the Ofsted report was embargoed until it had been published.

6.3.2 **Question from Mr B Bremner**

Mr Bremner asked for comments from the Chairman with regard to the Hewett School becoming an academy and introducing a new school uniform, giving only six weeks' notice to parents. He asked the Chairman why the new school uniform had not been phased in as it could cause hardship for some parents, including those who had applied to charity.

The Chair replied that he had raised this issue with the Headteacher of the school.

6.3.3 **Question from Mrs M Dewsbury**

Mrs Dewsbury asked how many children had been affected by attending a school outside their catchment area, not through choice, and what the cost of transporting these children was.

The Chairman replied that pupil planning ensured there would be a classroom place available for every child, although it may not be at everyone's first choice of school.

The Chairman agreed to provide a written response to all Members giving a breakdown of the exact numbers of children who were attending a school outside

their catchment area and how they were being transported to that school.

6.3.4 Question from Mr R Smith

Mr Smith referred to the provisional GCSE results which had recently been announced and the fact that the performance report to be presented at the Children's Services Committee meeting on 20 October did not contain too much information about the results. He asked how the Chairman viewed the results compared with the national rankings, which had improved, and said that Norfolk's youngsters should be congratulated on the results. Mr Smith also referred to recent media reports saying that the County Council had oversight of schools and that it didn't control schools which he considered was an important distinction in terminology.

The Chairman replied that although the County Council did have oversight of schools, they could not control what was happening in schools, as this was the responsibility of Governors. The Chairman added that it was pleasing to see that Maths results were above the national average on achievement, and although English was still below the national average the gap was closing, with national averages up by 0.2% and Norfolk County Council results up by 1.8%. He said he was pleased to see the results and wished to congratulate all Headteachers on the achievement.

6.3.5 Question from Mr J Childs

Mr Childs referred to recent Eastern Daily Press (EDP) reports which had stated that summer exam results in Great Yarmouth were below half of what the normal standards were. He continued by saying that, in Great Yarmouth around 1170 school children aged under 17 years had a first language other than English, speaking around 50 languages with Portuguese being the most widely spoken language other than English. He said that amongst 0-5 year olds there were around 180 children speaking 28 languages with Portuguese being the most widely spoken. He continued by stating that among the 6-11 year olds there were around 600 children speaking 39 languages with Portuguese being the most widely spoken and of the 12-16 year olds there were around 390 children speaking 30 different languages with Portuguese being the most widely spoken. He said these figures were from the Norfolk information database and asked if the figures had an impact on the standard of education of school children in Great Yarmouth. He said he had information from teachers that it did have an impact, but he asked for reassurance from Children's Services that everything was being done to ensure the indigenous population was not suffering at the hands of European newcomers.

The Chairman replied that everything affected how a child was educated - their family, their background, etc. however every child was an individual and every child was given as much help by their teachers as possible, with the aim of every child being well educated.

6.3.6 Question from Mr H Humphrey

Mr Humphrey referred to an earlier comment about early family intervention being something which needed to be aspired to, and that Re-Imagining Norfolk was about getting help early. He continued that in the Children's Services budget considerations, early care was given great prominence as a way of helping to keep children safe although the children's centres budget had been slashed, taking £1.8m out of the budget next year. He said this did not seem to tie up with the idea that children's centres were so important to early help and for the youngsters going forward.

The Chair replied that the children's centres budget had not been slashed, and referred to the Children's Services Committee meeting taking place on 20 October where the budget proposals would be debated. He added that nothing had been decided at the moment, although everyone was aware that savings needed to be made and ways of achieving efficiencies needed to be found.

6.3.7 Question from Mr M Baker

Mr Baker said, in view of the ever increasing busing of children out of their catchment area and their parents area of preference to where their children were being educated, could the Chairman confirm if there was a policy of offering preferential places to British nationals over and above those who were coming to live in this country and use our resources and whether they should be given preference over our own people.

The Chair responded that all decisions had to be made within the law.

6.3.8 Council RESOLVED to note the report.

6.4 Report of the Communities Committee meeting held on 9 September 2015

Mr P Smyth, Chairman of Communities Committee, moved the report.

6.4.1 Question from Mr I Mackie

Mr Mackie stated that the libraries in Norfolk had been seen for many years as a jewel in the crown of the services the county provided. He asked if the Chair could rule out the closure of any libraries and if not, how many libraries did he expect to close and where?

The Chair responded that there were no plans to close any libraries at the moment and that the Communities Committee would be discussing a range of savings proposals at its meeting on 21 October. He added that officers had looked at the impact of a 25% saving on each of their service delivery areas. He referred to a pilot scheme which had been successfully implemented at Acle library, which allowed members of the public, who had the correct swipe card, to access libraries outside of normal working hours. This had meant that people who wanted to use their library outside of normal opening hours, now had an opportunity to access their local library and, although this scheme required some investment, it could deliver savings in the future.

6.4.2 Question from Mr J Ward

Mr Ward asked if the Chair would agree with the point that was agreed at the last Communities Committee meeting, that libraries should have a strengthened role in supporting the County Council's early help and community agenda. He added that libraries should be used as hubs in communities for supporting literacy, information, learning and for facilitating access to communities. He said that if this was the case, how the Chair could consider closing libraries.

The Chair responded that it was intended to help libraries become more formal community hubs, as was the case in many parts of the county. Although real estate put limitations on some of the libraries, they could offer spaces for groups such as mother and toddler groups and for knitting and crocheting activities.

The Chair endorsed the idea that libraries should be seen as more than just a place

to borrow books from and recognised the contribution they made to early learning through working with children from 0-5 years, particularly through the summer reading challenge, which had been highly successful again this year, with approximately 14,000 children registering across the county. The reading challenge had seen some children not only read the six books required to receive a certificate, some of the children had read over 20 books, with one mother in the library at Swaffham highlighting that, when her daughter went back to school she had gone up to level 4 for reading.

The Chair continued by saying that libraries were actively promoting the wider agenda in Norfolk County Council, not just in Children's Services, but in Adult Social Care, and quoted a case of an older lady whose husband had become ill, leaving her isolated and unable to get to the shops. He said that through the activities libraries offered to older people in teaching them to use the internet, older people were able to get their shopping delivered and use skype to contact family members, helping them to live independently for longer.

The Chair also quoted a case about a young person who wished to join the army. He had joined the library and received some help on how to write a CV, which had resulted in him successfully joining the army.

The Chair said he fully endorsed that libraries were more than places to borrow books from and reiterated that there were no plans to shut libraries at present and reiterated that Communities Committee would be discussing savings proposals at its next meeting.

6.4.3 **Question from Dr M Strong**

Dr Strong informed Council that Wells was an excellent example of how a local library should be run. Dr Strong asked if there was a separate consultation about libraries to the budget consultation and if there was, when would the consultation be run. She also asked if the consultation included details about the proposed reasonable distance for travel to a library and how the reasonable distance had been measured?

The Chair replied that the library consultation had been borne out of the working group, although it had been overtaken by events with the budget planning process. An independent questionnaire had been sent out which was happening in parallel with the public consultation which had not yet commenced.

In referring to the term reasonable distances, the Chair said he had not been involved in the working group so he would reply in writing as to how it had been measured.

Following a request, the Chair agreed to circulate a copy of the questionnaire and the circulation areas.

6.4.4 Council **RESOLVED** to note the report.

6.5 **Report of the Environment, Development and Transport Committee meeting held on 18 September 2015.**

Mr R Coke, Chairman of EDT Committee moved the report.

6.5.1 **Question from Mr M Wilby**

Mr Wilby asked if, following the vote at the recent Environment, Development and Transportation Committee meeting, the Chairman was having a rethink over the closure of Docking recycling centre, and the proposed part-time opening at Heacham, Ashill and Morningthorpe recycling centres. He also asked if the Chairman would be taking notice of the public meeting he had attended at Docking and the results from the consultation.

The Chairman referred to the budget setting which had taken place in February 2014 where it was agreed that one of the savings would be to charge £2 per visit for all the discretionary waste recycling centres, which would raise £167,000, and become effective on 1 April 2016. He said that in April 2015, just before the election, a pledge had been made by the Conservatives that discretionary waste recycling centres could not charge and that those that were already charging would have to cease this. After the election this pledge had been upheld which meant that other options now needed to be considered, such as some recycling centres moving to 3-day a week opening to make the necessary savings imposed by the Government. The Chairman had attended a parish council meeting at Docking where feelings were running very high. He said that Docking was the smallest recycling centre in Norfolk, where the tonnage had been consistently falling since 2010, and whilst he realised that there would be inconvenience caused by the closure, with the scale of cuts that were required, inconvenience was not a reason to keep the centre open.

The Chairman continued by informing Council that there were two other facilities – at Heacham and Hempton, nr Fakenham which were both within a 20 minute drive from Docking. He added that one of the main concerns raised by the Docking Parish Council meeting was that the closure could lead to more fly-tipping, although such concerns had not been borne out by the change in policy to no longer allow hazardous waste to be accepted at recycling centres, except on amnesty days.

The Chairman said the only valid concern he had seen had been about the proposed supermarket which was going to be built near to Heacham recycling centre and he informed Council that he had already asked officers to look into the planning process to ensure that planning conditions for the supermarket prevented congestion on the road leading to the recycling centre.

6.5.2 **Question from Mrs M Stone**

Mrs Stone asked how the proposed closure of Docking Recycling Centre equated to the policy of zero waste, whilst only saving £70,000. She asked where the logic was, where the innovation and vision was and if the Chairman was doing what his Labour leader was telling him so he could continue to have the little power he had. She added that it sounded like the ex-deputy leader did the right thing, by resigning before the car crash.

The Chair replied that he would like to know what Mrs Stone had done in lobbying the government to stop the cuts that were being imposed on this council by the conservative government.

6.5.3 **Question from Mr M Chenery of Horsburgh**

Mr Horsburgh said he would like to comment that Mr Coke had been noble in facing the very angry and aggressive parish council meeting at Docking and asked if the Chairman would reconsider keeping Docking recycling centre open.

The Chairman reiterated that he had already asked officers to look into the supermarket access at Heacham, but that no-one attending the Docking parish council meeting had put forward any arguments other than inconvenience to keep Docking open.

6.5.4 **Question from Mr B Spratt**

Mr Spratt asked what could be done to improve traffic on the outer ring road, where businesses had complained that they could not travel round the outer ring road at all and asked if anything we could do about this if the NDR was delayed.

The Chairman asked Mr Morpew to reply, as Chairman of the Norwich Highways Joint Agency Committee.

Mr Morpew responded that there were two significant schemes for improving traffic on the outer ring road. One was on Guardian Road and another around the Notcutts roundabout which were being implemented to speed up traffic on that route. He realised that increased traffic entering the city from the south was creating problems, although it was good news for the economical vibrancy of Norwich. There was a need to ensure that traffic was managed properly in getting cars and people into the city conveniently so they could park their cars, carry out their business, return to their cars and drive straight out of the city, not filling up the roads unnecessarily. He added that one thing about a beautiful, historic medieval city was that visits were spoilt when the roads were crammed with cars.

6.5.5 **Question from Mr B Bremner**

Mr Bremner asked the Chairman if, with the conservative and green group members voting against budget proposals at the recent EDT meeting, without offering any alternative proposals, he thought this represented good governance.

The Chairman replied that he did not. He said the EDT meeting had been interesting as only two days before the meeting, three Conservative members had attended a budget challenge meeting. One of the Conservative group members had said that he considered the £22m of cuts was doable over the next three years and a definite way forward. On asking him how he was going to vote, he had become more elusive, resulting in the Conservative group voting against the proposals. He added that the Conservative group was a complete shambles, they had no alternatives to the proposals at all and thought it was highly irresponsible attitude to take and did not represent the interests of the people of Norfolk.

6.5.6 Council **RESOLVED** to note the report.

6.6 **Report of the Economic Development Sub-Committee meeting held on 21 September 2015**

6.6.1 Council **RESOLVED** to note the report.

Other Committees

6.7 **Report of the Audit Committee meeting held on 24 September 2015**

Mr I Mackie, Chairman, moved the report. Council **RESOLVED** to note the report.

6.8 **Report of the Norfolk Health Overview and Scrutiny Committee meeting held**

on 3 September 2015.

Mr M Carttiss moved the report. Council **RESOLVED** to note the report.

6.9 Report of the Planning (Regulatory) Committee meeting held on 24 July 2015

Mr B Long moved the report. Council **RESOLVED** to note the report.

6.10 Report of the Norwich Highways Agency Joint Committee meetings held on 23 July and 17 September 2015.

Mr S Morpew moved the report. Council **RESOLVED** to note the report.

7 Minimum Revenue Provision Policy 2015-16 (Revision) and 2016-17)

7.1 Council received the report by the Executive Director of Finance proposing a revision to the Council's Minimum Revenue Provision (MRP) Policy. The revised policy would release revenue to support the revenue budget, without compromising the Council's responsibility to set aside amounts sufficient to repay its debt.

7.2 Members were asked to approve the revised 2015-16 Minimum Revenue Provision statement set out in Appendix 2 of the report, to be applied in 2015-16 and 2016-17.

7.3 On being put to a recorded vote (Appendix A) Council **RESOLVED NOT** to approve the revised 2015-16 Minimum Revenue Provision statement.

8 Appointments to Committees, Sub-Committees and Joint Committees (Standard Item).

There were none.

9 To answer questions under Rule 8.3 of the Council Procedure Rules

There were none.

The meeting concluded at 11.45am.

Chairman



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Appendix A

VOTING – ITEM NUMBER: 7 – Minimum Revenue Provision Policy 2015-16 (revision) and 2016-17.

FOR	AGAINST.	ABST.		FOR	AGAINST	ABST	
	X		ADAMS Tony		absent		KEMP Alexandra
	absent		AGNEW Stephen		X		KIDDLE-MORRIS Mark
X			ALDRED Colin		X		LAW Jason
	X		ASKEW Stephen		X		LEGGETT Judy
X			BAKER Michael		X		LONG Brian
X			BEARMAN Richard		X		MACKIE Ian
X			BIRD Richard		X		MONSON Ian
	X		BORRETT Bill		X		MOONEY Joe
X			BOSWELL Andrew	X			MORGAN Elizabeth
X			BREMNER Bert	X			MORPHEW Steve
X			BROCIEK-COULTON Julie		absent		NOBBS George
	X		BYRNE Alec		X		NORTHAM Wyndham
	X		CARTTISS Michael	X			PARKINSON-HARE Rex
	absent		CASTLE Mick	X			PERKINS Jim
	X		CHAMBERLIN Jenny		X		PLANT Graham
X			CHILDS Jonathon		X		PROCTOR Andrew
	absent		CLANCY Stuart	X			RAMSBOTHAM David
X			COKE Toby		X		RICHMOND William
X			COLLIS David	X			ROPER Daniel
X			CORLETT Emma	X			RUMSBY Chrissie
	X		COX Hilary		absent		SANDS Mike
X			CRAWFORD Denis	X			SEWARD Eric
X			DEARNLEY Adrian		X		SHAW Nigel
	X		DEWSBURY Margaret		X		SMITH Roger
	X		DIXON Nigel	X			SMYTH Paul
	X		DOBSON John		absent		SPRATT Bev
	absent		EAST Tim		X		STONE Barry
	X		FITZPATRICK Tom		X		STONE Margaret
	X		FOULGER Colin		X		STOREY Martin
	absent		GARROD Tom	X			STRONG Marie
X			GILMOUR Paul		X		THOMAS Alison
X			GREY Alan	X			TIMEWELL John
	X		GURNEY Shelagh		X		VIRGO Judith
X			HACON Pat	X			WALKER Colleen
X			HANNAH Brian		X		WARD John
X			HARRISON David	X			WATKINS Brian
	X		HORSBRUGH Michael Chenery of	X			WHITAKER Sue
	X		HUMPHREY Harry		X		WHITE Tony
	X		ILES Brian		X		WILBY Martin
X			JERMY Terry	X			WILKINSON Margaret
	X		JORDAN Cliff				
X			JOYCE James				

With 35 votes in favour, 38 votes against and 0 abstentions Council voted **NOT** to approve the revised 2015-16 Minimum Revenue Provision statement as set out in Appendix 2 of the report.

Council Meeting 19 October 2015
Action Note – Written Replies to Questions put to the Leader and Committee Chairs

Report Title	Questions Requiring Written Reply	Raised by:
	Reply by the Leader or Committee Chair	
Question to Leader	<p>Dr Strong asked if the Leader could tell Council how much money the LEP had contributed to projects in Norfolk.</p> <p>The Leader replied that he believed the figure was £44,450,000 for Norfolk and approximately £41m for projects in Suffolk and that he would circulate a breakdown of the information to Council.</p>	Dr M Strong

Reply by the Leader:

Overview of Norfolk & Suffolk Funding via New Anglia LEP

1. Summary

This paper summarises funding secured to date via New Anglia Local Enterprise Partnership (NALEP), broken down by funding stream and county (as well as district, where this is split is available).

Table 1.1 below shows the total funding secured for each county across all funding streams. Section 2 then looks at each funding stream in more detail.

As can be seen from Table 1.1, Suffolk only secures more funding than Norfolk on two funding streams - the Growing Places Fund (largely because of the £6.6m allocated to the Ipswich Flood Defence Scheme) and the Small Grants Scheme, to which small businesses bid to support their investment and growth.

Where the Eastern Agri-tech Fund is concerned, Norfolk businesses have obtained almost three times as much funding as Suffolk ones to date.

At the time of writing Norfolk had also secured **£5,100,000** more Growth Deal/LTB funds than Suffolk and **£3,424,093** more than Suffolk overall, across all funding streams.

Table 1.1: Total NALEP funding secured, by county

Funding Stream	Norfolk (£)	Suffolk (£)
Growth Deal/Local Transport Body	31,675,000	26,575,000
Growing Places Fund	6,050,000	9,650,000
Growing Business Fund	5,254,126	3,684,492
Small Grants Scheme	794,715	883,366
Eastern Agri-tech Fund	676,458	233,348
Total	44,450,299	41,026,206

2. Detail of individual funding streams

2.1 Growth Deal / Local Transport Body Funding

Taken from NALEP Growth Deal Projects 'smart sheet' 17/6/15

Table 2.1 Norfolk (9 projects)

Project	Total LGF/LTB	Total project value (£)	Status (NALEP board performance report 23/6/15)

Project	Total LGF/LTB	Total project value (£)	Status (NALEP board performance report 23/6/15)
Construction & Agri-Tech Facilities – Easton&Otley College	2,500,000	3,750,000	Green – new facilities under construction
King's Lynn Innovation Centre	500,000	4,500,000	Green – build has started, funding required later this year
College of West Anglia Higher Skills Centre	6,500,000	6,950,000	Green – plans in place; tender for build taking place in July
Aviation Academy	3,000,000	12,576,000	Amber – expecting NCC to approve loan & require sign off from BIS for project to go ahead
Lynn Sport Access Road, King's Lynn	1,000,000	4,500,000	Green – in progress. Business case to go to LTB in July.
NATS City Centre package	7,000,000	8,100,000	Amber – plans still developing; profiling work is required.
NATS A11 Corridor	4,175,000	4,175,000	As for City Centre package.
A47/A1074 junction, Norwich	2,000,000	6,400,000	Green – plans in progress.
Norfolk broadband programme	5,000,000	11,000,000	Green – delivery has started; will claim Growth Deal funds early next year.
Total	31,675,000	61,951,000	

Table 2.2: Suffolk (8 projects)

Project	Total LGF/LTB	Total project value (£m)	Status (NALEP board performance report 23/6/15)
Ipswich Wet Dock Crossing feasibility study	2,000,000	2,000,000	Green – steering group established, scope of study agreed.
Lowestoft Third River Crossing options assessment	2,125,000	2,500,000	Green – steering group established, scope of study agreed.
Ipswich Waterfront Innovation Centre	1,750,000	2,755,000	Amber – plans are in development. Clarity is required on the source of match funding for their ERDF bid, as it would be complex to match it with Growth Deal funds.
Haverhill Innovation Centre	1,000,000	4,000,000	Red – issues with how the Centre should be operated once completed. Delivery arrangements need to be clarified and slippage is anticipated. NALEP working with GCGP to resolve.
West Suffolk College Engineering & Technology Centre	7,000,000	8,000,000	Amber – involves acquisition of a site & checks on valuation and state aid are required. Plans are in place to complete this.
Bury St Edmunds	5,700,000	15,000,000	Green – in progress. Business

Eastern Relief Road			case to go to LTB in July.
Suffolk broadband programme	5,000,000	13,000,000	Green – delivery has started. Project will claim Growth Deal funds early next year.
Beccles Southern Relief Road	2,000,000	7,000,000	Amber – delays in the project mean that spend may be postponed to 2016/17.
Total	26,575,000	54,255,000	

3. Growing Places Fund

GPF seeks to kick-start infrastructure projects across the two counties.

Table 3.1: Norfolk GPF projects

Project	Funding (£)
Kings Lynn Innovation Centre	2,500,000
North Walsham (Mulberry Grove)	2,300,000
Norwich airport feasibility	800,000
UEA Enterprise Centre	250,000
Norwich University of the Arts	200,000
Total	6,050,000

Table 3.2: Suffolk GPF projects

Project	Funding (£)
Ipswich Flood Defence Scheme	6,600,000
Haverhill Research Park	2,000,000
Barton Mills Roundabout	500,000
Kesgrave Hall	300,000
Home of Horse Racing	250,000
Total	9,650,000

4. Growing Business Fund (GBF) & Small Grants Scheme (SGS)

A £16m fund, offering grants of £5k-£500k to SMEs who want to invest and grow.

Table 4.1: Norfolk GBF and SGS grants

Norfolk District	GBF (£25k - £500k grants)		SGS (£5k - £25k grants)	
	No. of grants	Value of grants, £	No. of grants	Value of grants, £
Breckland	7	470,445	6	168,993
Broadland	9	816,727	8	122,750
Great Yarmouth	3	279,200	1	6,818
King's Lynn & West Norfolk	8	700,709	5	78,011
North Norfolk	3	176,393	1	20,000
Norwich	6	559,000	19	335,033

South Norfolk	17	2,251,652	4	63,110
TOTAL	53	5,254,126	44	794,715

Table 4.2: Suffolk GBF and SGS grants

Suffolk District	GBF (£25k - £500k grants)		SGS (£5k - £25k grants)	
	No of grants	Value of grants, £	No of grants	Value of grants, £
Forest Heath	5	255,220	2	17,840
Babergh	2	449,550	11	200,389
Ipswich	2	93,000	6	102,500
Mid Suffolk	6	536,200	7	115,000
St.Edmundsbury	7	1.302,400	13	188,853
Suffolk Coastal	6	302,246	10	174,377
Waveney	12	745,876	5	84,407
TOTAL	40	3,684,492	54	883,366

5. Eastern Agri-tech Fund

To date, Norfolk has secured almost three times as much funding to support the development of new and innovative ideas in the agri-tech sector as Suffolk:

Table 5.1: Norfolk Agri-tech Fund Grants

Name of Business	LA Area	R&D Grant Awarded (£)	Growth Grant Awarded (£)	Total Agri-tech Funding
J.A. Collison & Sons	KL&WN	0	118,358	118,358
Diesel Dynamics Ltd	South Norfolk	37,010	0	37,010
Dofy Gate Ltd	North Norfolk	0	47,900	47,900
Fountain Foods Ltd (Cauli Rice)	KL&WN	60,000	111,000	171,000
Fountain Foods Ltd (Project 2)	KL&WN	0	110,000	110,000
Hargreaves Plants Ltd	KL&WN	47,000	0	47,000
Nelson County Ltd	North Norfolk	19,928	0	19,928
Pangaea Agrochemicals Ltd	Norwich & Cambridge	57,450	0	57,450
Sharp Systems Ltd	KL&WN	0	34,607	34,607
Uphouse Farm Ltd	North Norfolk	0	33,205	33,205
TOTAL		221,388	455,070	676,458

Table 5.2: Suffolk Agri-tech Fund Grants

Name of Business	LA Area	R&D Grant Awarded (£)	Growth Grant Awarded (£)	Total Agri-tech Funding
Aponic Ltd	Babergh	28,359	0	28,359
Robin Foster-Clarke	Mid Suffolk	59,400	0	59,400

I Level Ltd	Forest Heath	12,500	0	12,500
Lane Farm Country Foods	Suffolk Coastal	0	90,000	90,000
Matthews Flower Growers Ltd	St Edmundsbury	0	0	0
Park Farm Prawns Ltd	Mid Suffolk	43,089	0	43,089
TOTAL		143,348	90,000	233,348

Question to the Chair of Children's Services Committee	<p>Mrs Dewsbury asked how many children had been affected by attending a school outside their catchment area, not through choice, and what the cost of transporting these children was.</p> <p>The Chairman agreed to provide a written response to all Members giving a breakdown of the exact numbers of children who were attending a school outside their catchment area and how they were being transported to that school.</p> <p>Reply by the Chairman There are currently 231 children transported to an alternative more distant school. The annual cost of this transport is £450,000 per year. Around 2/3 of children are transported using small vehicles (taxis or minibuses) with the remainder travelling on school buses. To provide any more detail regarding the type of transport would require reviewing each child's transport record and this has not been possible within the timescale.</p> <p>Whilst not directly connected to the question the historic cost for this element of school transport was over £1 million in the mid 2000's but the introduction of our fair access policy (requiring local schools to admit local children even when the school is full) which was introduced in 2007 has very significantly impacted on this area of transport expenditure.</p>	Mrs M Dewsbury
Question to Chair of Communities	<p>Dr Strong asked if there was a separate consultation about libraries to the budget consultation and if there was, when the consultation would be run. She also asked if the consultation included details about the proposed reasonable distance for travel to a library and how the reasonable distance had been measured.</p> <p>The Chair agreed to let Dr Strong have a copy of the questionnaire, together with the circulation areas, as well as information about how the working group had determined the "reasonable distances".</p> <p>Reply: 1. The reply to the library questionnaire went in the member newsletter for 23rd October. ----- Library Survey as mentioned at Full Council Monday 19 November</p>	Dr M Strong

	<p>The Libraries and Information service has traditionally gathered survey information from selected library users on an annual basis. Electronic surveys now mean we can more easily make contact with every library user who wishes to respond as well as people who have 'lapsed' from using the service, and non-users as well. This helps us to understand the needs of people who use our service and those that don't. The library service uses this information to benchmark; to help improve the service; meet the needs of communities and to plan for the future. Click here for the link http://www.smartsurvey.co.uk/s/reimagininglibraries/ Officer contact: Jennifer Holland, Assistant Director, Community and Environmental Services and Head of Libraries and Information</p> <p>The survey will have closed by the time members get the minutes.</p> <p>2. The measure of distance to a library is made by counting the number of people living within the two mile radius of the postcode of the library and the figures are taken from the 2013 mid-year population from ONS (Office of National Statistics). Each library is measured individually.</p> <p>When giving the population within a 2 mile radius of a library as a County total any over-lapping 2 mile buffers are removed to eliminate double counting.</p>	
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Norfolk County Council

Minutes of the Extraordinary Meeting Held on 6 November 2015

Present:

Mr A Adams	Mr I Mackie
Mr C Aldred	Mr I Monson
Mr S Askew	Mr J Mooney
Mr R Bearman	Ms E Morgan
Mr R Bird	Mr S Morphew
Mr B Borrett	Mr G Nobbs
Dr A Boswell	Mr W Northam
Mr B Bremner	Mr R Parkinson-Hare
Mrs J Brociek-Coulton	Mr J Perkins
Mr M Castle	Mr G Plant
Mr J Childs	Mr A Proctor
Mr S Clancy	Mr D Ramsbotham
Mr T Coke	Mr W Richmond
Mr D Collis	Mr D Roper
Ms E Corlett	Ms C Rumsby
Mr A Dearnley	Mr M Sands
Mrs M Dewsbury	Mr E Seward
Mr T East	Mr R Smith
Mr T FitzPatrick	Mr P Smyth
Mr C Foulger	Mr B Spratt
Mr T Garrod	Mr B Stone
Mr P Gilmour	Mrs M Stone
Mr A Grey	Mr M Storey
Mrs S Gurney	Dr M Strong
Mr B Hannah	Mrs A Thomas
Mr M Chenery of Horsbrugh	Mr J Timewell
Mr H Humphrey	Mrs C Walker
Mr B Iles	Mr J Ward
Mr C Jordan	Mr B Watkins
Mr M Kiddle-Morris	Mr M Wilby
Mr J Law	Mrs M Wilkinson
Mr B Long	

Present: 63

Apologies for Absence:

Apologies for absence were received from Mr S Agnew, Mr M Baker, Mr A Byrne, Mr M Carttiss, Mrs J Chamberlin, Mrs H Cox, Mr D Crawford, Mr N Dixon, Mr J Dobson, Mr P Hacon, Mr D Harrison, Mr T Jermy, Mr J Joyce, Ms A Kemp, Mrs J Leggett, Mr N Shaw, Miss J Virgo, Ms S Whitaker and Mr A White.

1 Chairman's Announcements

- 1.1 There were no Chairman's Announcements

2 Declarations of Interest

- 2.1 Mr R Bearman declared an interest as he was a Committee Member of Norfolk and Norwich Transport Action Group which was a signatory on the letter sent to all Members by the Wensum Valley Alliance (WVA).

3 Norwich Northern Distributor Road

- 3.1 Council received the report by the Executive Director Community and Environmental Services and the Executive Director Finance updating Members on the final target costs for the scheme and asking for approval of a mechanism to fund the budget shortfall.

- 3.2 Members were asked to:

1. Acknowledge the funding contributions made by Department for Transport (DfT) and the New Anglia Local Enterprise Partnership (NALEP) and agree an NCC contribution of £10.4m to meet the budget shortfall;
2. Approve the funding mechanism set out in the report to deliver the additional funds of £10.4m to support the NDR and approve an adjustment to the 2015-18 capital programme to reflect the additional budget requirement and funding as set out in the report.
3. Subject to the approval by DfT of the NDR 'full approval' submission, the Council confirms the award of the Stage 2 construction works to Balfour Beatty, to set the project in motion for an anticipated November 2015 start.

- 3.3 Mr G Nobbs moved the report and recommendations, which was duly seconded by Mr T Coke.

- 3.4 Dr A Boswell moved the following amendment, which was seconded by Mr A Dearnley.

Members are asked to:

1. Instruct officers to make a full investigation of the option for a revised DCO for an NDR between A47 and A140 at section 4.1c) with a view to saving £45m capital investment.
2. Acknowledge possible funding contributions from DfT and the NALEP, and defer deciding on any NCC contribution until the full investigation at recommendation 1 is completed.
3. Note the possible funding mechanism set out in this report to deliver the additional funds of £10.4m to support the NDR. Defer approving an adjustment to the 2015-18 Highways capital programme to reflect the additional budget requirement and funding as set out in this report until the full investigation at recommendation 1 is completed.
4. Defer award to the Stage 2 construction works to Balfour Beatty until the full investigation at recommendation 1 is completed.

- 3.5 Following debate and on being put to a vote, with 4 votes in favour, 55 votes against and 3 abstentions, the amended motion was **LOST**.

- 3.6 Council then debated the substantive motion and upon being put to a vote, with 55

votes in favour, 7 votes against and 0 abstentions, Council **RESOLVED** to:

1. Acknowledge the funding contributions made by Department for Transport (DfT) and the New Anglia Local Enterprise Partnership (NALEP) and agree an NCC contribution of £10.4m to meet the budget shortfall;
2. Approve the funding mechanism set out in the report to deliver the additional funds of £10.4m to support the NDR and approve an adjustment to the 2015-18 Capital programme to reflect the additional budget requirement and funding as set out in the report.
3. Subject to the approval by DfT of the NDR 'full approval' submission, the Council confirms the award of the Stage 2 construction works to Balfour Beatty, to set the project in motion for an anticipated November 2015 start.

The meeting ended at 11.45 am.

Chairman



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Recommendations from the Policy and Resources Committee Meeting held on 30 November 2015

1 Mid-year Treasury Management Monitoring report 2015-16

- 1.1 The Committee received a mid-year monitoring report on the treasury management activities of the County Council for the period 1st April 2015 to 30th September 2015.
- 1.2 The Committee **RESOLVED** to endorse and **RECOMMEND** to County Council the mid- year Treasury Management Monitoring Report 2015-16, including revisions to the 2015 -16 Investment Strategy, as detailed in Section 5 of the annex of the report.

Note by Head of Democratic Services

A copy of the report considered by the Committee (at item 7 of the 30 November agenda) can be viewed on the committee papers area on the County Council's website. A copy will also be placed in the Members' Room

2 Staff Car Parking

- 2.1 The Committee received a report outlining a package of measures recommended by the Members Working Group to manage demand for workplace car parking in the face of asset efficiency being achieved through consolidation of staff teams into fewer buildings resulting in greater intensification in the use of the buildings to be retained. Initially, these proposals would only apply to County Hall which would remain the core office base where staff numbers were expected to grow thereby creating increased pressure for workplace parking.
- 2.2 The Committee **RESOLVED** to endorse and **RECOMMEND** that County Council:
 - 1. Approve revisions to eligibility for workplace parking permits at County Hall with effect from 1 April 2016 as follows:
 - a. Employees living within 1 mile of County Hall would no longer be eligible for parking permits
 - b. New employees living within 3 miles of County Hall would not be eligible to receive workplace parking permit.
 - c. Employees whose main work location was not County Hall will no longer be eligible for workplace parking permit.
 - 2. Approve the introduction of a second Non Parking Day at County Hall for all employees eligible for workplace parking permits.
 - 3. Approve the introduction of charging employees for the use of workplace parking on their Non Parking Day at County Hall on a "pay as you go" and agree that this was set at £5 per day.
 - 4. Instruct Officers to seek planning consent for increasing car parking capacity within the County Hall campus.

5. To note that in addition work would be done to promote and further facilitate alternative means of travel to County Hall such as walking, cycling, car sharing and use of public transport.
6. To agree that employee consultations were undertaken on the above proposals to identify and help mitigate operational and equalities impacts.
7. To agree that the Members Working Group be reconvened in October 2016 to review effectiveness of the above measures.
8. Refer P&R's decisions on the above recommendations to Full Council for the final decisions to be made alongside the results of the staff consultation.
9. Delegate to the Executive Director of Finance the responsibility for implementing the changes agreed by Full Council to the Car Parking Policy.

Note by Head of Democratic Services

A copy of the report considered by the Committee (at item 8 of the 30 November agenda) can be viewed on the committee papers area on the County Council's website. A copy will also be placed in the Members' Room

3. Review of Financial Regulations

- 3.1 The Committee received a report that recommended updates to the Financial Regulations of the County Council. The recommendations includes changes to reflect the establishment of a new Corporate Property team.
- 3.2 The Committee **RESOLVED** to endorse and **RECOMMEND** to the County Council:

That the Council approve the updates to the Financial Regulations contained in the report.

Note by Head of Democratic Services

A copy of the report considered by the Committee (at item 9 of the 30 November agenda) can be viewed on the committee papers area on the County Council's website. A copy will also be placed in the Members' Room

George Nobbs
Chairman, Policy and Resources Committee

Report of the Policy and Resources Committee meetings held on 26 October 2015 and 30 November 2015

A Items from the meeting of 26 October 2015

1 Delivering Financial Savings 2015/16

- 1.1 The Committee received a report that provided an overview of the progress in delivering the savings agreed by the County Council at its meeting on 16 February 2015.
- 1.2 The Committee **RESOLVED** to note:
- a. the forecast total shortfall of £11.478m in 2015-16, for which alternative savings would need to be identified;
 - b. the increase in the budgeted value of 2015-16 savings projects rated as RED to £19.251m, of which £7.426m was now forecast to be delivered;
 - c. the forecast savings shortfall on AMBER rated projects of £0.204m; and
 - d. the forecast over-delivery of GREEN and BLUE rated projects totalling £0.551m.

2 2015-16 Finance Monitoring Report August 2015

- 2.1 The Committee received a report that summarised the Period 5 (August 2015) forecast financial outturn position for 2015-16, to assist Members maintain an overview of the overall financial position of the Council, including the budgets for which this Committee was directly responsible.
- 2.2 The Committee **RESOLVED** to note:
- a. the period 5 forecast Revenue overspend of £8.755m (previous period 4, overspend £10.807m) on a net budget of £318.428m, as set out in Appendix 1 of the report;
 - b. the forecast General Balances at 31 March 2016 of £19.200m, before taking into account any over/under spends;
 - c. the revised expenditure and funding of the 2015-18 capital programme as set out in Appendix 2 of the report;
 - d. the forecast financial information in respect of Resources and Finance budgets which were the responsibility of this Committee, as set out in Appendix 3 of the report.

3 Re-imagining Norfolk: Service and Financial Planning 2016-17 to 2018- 19

- 3.1 The Committee received an update report on proposals for the County Council to refocus its role and pursue its priorities within a radically reduced level of

resources. The Committee was informed that this report covered the budget savings proposals of the Finance and Property Directorate and of the Resources Directorate.

3.2 The Committee **RESOLVED** to note:

- a. The service delivery model required to provide the service within a budget of 75% of addressable spend, as set out in section 2 of the report;
- b. The list of savings proposals, including initial RAG ratings, which were included in this report for consideration as part of the next item on this agenda alongside the proposals brought forward from other Committees with a view to consulting with the public.

4 **Strategic and Financial Planning 2016-17 to 2018-19**

4.1 The Committee received two reports about Strategic and Financial Planning 2016-17 to 2018-19. The first of these reports provided the Committee with an update on progress towards the setting of the 2016-17 to 2018-19 Strategic and Financial Plan, and the timetable for Committee decisions in the led up to the Council setting the Budget and Council Tax in February 2016. The second of the reports (which had been commissioned by the Leader and Deputy Leader) amended the savings proposals summarised in the first of these reports and provided details of the impact of this change on the Council's overall budget position. The second report also summarised the proposals which the Council does not propose to take forward within the 2016-17 budget process and assessed the impact of their withdrawal on the overall budget planning position.

4.2 The Committee **RESOLVED** with regard to the first of the reports, to:

- a. Note the verbal updates from the service committee chairs on their budget option discussions during the October Committee round;
- b. Note the proposals from Committees to ensure that collectively they enable the Council to achieve a balanced, sustainable budget;
- c. Note the revised financial position as set out in section 5 of the report and the implications for the 2016-17 budget;
- d. Agree to undertake more detailed formal consultation for any proposals that impact on specific users or residents; and
- e. Agree the arrangements set out in the report for assessing the impact of any proposals in line with Equalities legislation, ensuring there were sound arrangements for individuals and groups directly affected by potential proposals to have an opportunity to voice their views.

4.3 The Committee **RESOLVED** with regard to the second of the reports, to:

- a. Approve the list of proposals to be withdrawn, set out in Appendix 1 to the report; and
- b. Note the impact of this withdrawal on the Council's revised financial position as set out in section 3 of the report, and the implications for the 2016-17 budget.

5 **Norfolk County Council Constructors Framework Replacement**

5.1 The Committee received a report about the re-procurement of the expiring Construction Framework that had recently been concluded.

5.2 The Committee **RESOLVED** to :

- a. Approve the appointment of five contractors for each of the lots mentioned in the report;
- b. Approve the issue of standstill letters to all those who applied, notifying them of the provisional award;
- c. Note that a ten-day standstill period would commence on 27th October 2015 and end at midnight on 6th November 2015. The purpose of the standstill period would be to allow time for unsuccessful applicants to challenge the outcome of the procurement process before any contract was awarded. Provided there was no challenge, the formal award would then take place on 9th November 2015 and transition to the new framework could then commence.

6 **Interim Report from the DNA Member Working Group**

6.1 The Committee received an interim report from the Digital Norfolk Ambition Member Working Group.

6.1 The Committee **RESOLVED** to :

- a. Note the progress of the Member Working Group's review work and support the findings, lessons learned and action points;
- b. Agree that the Member Working Group should continue as a standing group to provide strong member oversight of significant ICT and IM activity, including the current voice and data procurement and the imminent procurement of a replacement for Care First, and to provide regular reports to the Committee.

7 **Performance monitoring report**

7.1 The Committee received a report that provided a "snapshot" in the transition from an old to a new approach to performance reporting. This was key to ensuring that the resources available to the Council were used to best effect and, that by doing things differently, the Council was able to deliver demonstrable results in the Council's performance to the people of Norfolk.

7.2 Members' attention was drawn to the inclusion within the report of a performance "pyramid" that would lead to improvements in the way in which performance information was structured and reported to Members through a further series of Re-Imagining Norfolk Workshops and through Committee meetings over the next 6 months.

7.3 The Committee **RESOLVED** to note:

- a. The improvements being implemented to strengthen the Council's performance and risk management system;
- b. The potential 'vital signs' included in the report for organisational health and service performance for possible inclusion in the 'performance pyramid'.

B Items from the meeting of 30 November 2015

8 Finance Monitoring Report Period 6 September 2015

- 8.1 The Committee received a report that summarised the Period 6 (September 2015) forecast financial outturn position for 2015-16, to assist Members maintain an overview of the overall financial position of the Council, including the budgets for which this Committee was directly responsible.
- 8.2 The Committee **RESOLVED** to note:
- a. the period 6 forecast Revenue overspend of £5.743m (previous period 5, overspend £8.755m) on a net budget of £318.428m, as set out in Appendix 1 of the report;
 - b. a resolution of the 9 November 2015 ASC Committee in respect of the ASS Transformation Programme, as set out in Appendix 1 paragraph 5.4 of the report;
 - c. the forecast General Balances at 31 March 2016 of £19.200m, before taking into account any over/under spends;
 - d. the forecast financial information in respect of Resources and Finance budgets which are the responsibility of this Committee, as set out in Appendix 2 of the report;
 - e. the revised expenditure and funding of the 2015-18 capital programme as set out in Appendix 3 of the report;
 - f. support and contribute to the development of the 2016-19 capital programme, as described in Capital Annex 2 of the report.

9 Delivering Financial Savings 2015/16

- 9.1 The Committee received an update report that provided an overview of the progress in delivering the savings agreed by the County Council at its meeting on 16 February 2015.
- 9.2 The Committee **RESOLVED** to note:
- a. the forecast total shortfall of £12.216m in 2015-16, for which alternative savings needed to be identified;
 - b. the budgeted value of 2015-16 savings projects rated as RED of £19.251m, of which £6.688m were now forecast to be delivered;
 - c. the forecast savings shortfall on AMBER rated projects of £0.204m; and
 - d. the forecast over-delivery of GREEN and BLUE rated projects totalling £0.551m.

10 **County Hall Programme**

10.1 The Committee received a report that provided an update and overview of the major programme of works that were undertaken at County Hall. The report indicated that the programme was on schedule to complete all the works within scope in April 2016 and within budget.

10.2 The Committee **RESOLVED** to:

- a. Note the progress made on the County Hall programme;
- b. Commission a further report in Spring 2016 outlining a strategic plan for the development or disposal of Carrow House.

11 **Health and Safety Mid-Year Report**

11.1 The Committee received a report that provided key updates on information in the annual report presented in July 2015, also comparing against national performance indicators. Additionally, updates were provided on work carried out by the HSW Team which contributed to the 2015/16 work strands identified in the July 2015 annual report.

11.2 The Committee **RESOLVED** to:

Note the Health, Safety and Well-being Mid-Year report.

12 **Direct Property Developments and Disposal of Land and Properties**

12.1 The Committee received a report that included proposals to support the Council's priorities for focussing on key objectives of the Council's Asset Management Plan to proactively exploit the latent value of the property portfolio and release capital resources for other priorities.

12.2 The Committee **RESOLVED** to:

1. Authorise further work was undertaken to assess options for delivering direct property developments and report back to the Committee with recommendation in March 2016.
2. Authorise the disposal of land at Lingwood and land at Blofield, east of Plantation Road and authorise the Corporate Property Officer to directly negotiate with Broadland Growth Ltd on terms and conditions to be agreed in consultation with the Executive Director of Finance and the Chair of P&R Committee.
3. Confirm and formally declare each of the following sites surplus to County Council use and agree, following a viability assessment, to be developed or disposed of on terms to be agreed by the Corporate Property Officer in consultation with the Executive Director of Finance and the Chair of P&R Committee:
 - a. The Oaks, Harvey Lane, Norwich.
 - b. Marham Road, Fincham.
 - c. Row Hill Farm Barns, Hindringham.

- d. Vicarage Barns, Elmham.
- e. Former Ticket Office site, Surrey Street, Norwich.

13 **Re-procurement of Telephony & Data Network Services**

13.1 The Council was nearing the end of the procurement process to buy a replacement network to cover its corporate requirements. The new contract was expected to deliver substantial savings compared to the current arrangements and be made available to those organisations which currently share our network (including schools some district councils and the Norfolk and Suffolk Foundation NHS Trust); to all other public bodies in Norfolk; and to public bodies in neighbouring counties.

13.2 To enable time for a managed transition for the re-procurement of telephony and data network services, the Council would need to sign the new contract before Christmas. To give some flexibility in timing for the final stage of the procurement, and to enable detailed member review of the proposed award decision, the Committee **RESOLVED** to:

Delegate the award decision to the Executive Director of Resources, in consultation with the Member ICT Working Group.

14 **Managing Director's Strategic Update: Devolution**

14.1 The Committee received a report about the work being undertaken to progress a good devolution deal for Norfolk and Suffolk. It reported on the Challenge Session that local authority leaders and the LEP had with Lord Heseltine on 4 November 2015, and set out the next steps. It also provided information on the wider policy context and other deals that were announced to date.

14.2 The Committee **RESOLVED** to:

- a. Note the progress to date
- b. Agree that the Leader and Managing Director continue to pursue negotiations together with our partners to obtain the best devolution deal for Norfolk, in preparation for decision of a Devolution deal by Full Council.

15 **Managing Director's Strategic Update: Re-Imagining Norfolk**

15.1 The Committee received a report that provided information on selected areas of work being undertaken across the Council under the banner of Re-Imagining Norfolk.

15.2 The Committee **RESOLVED** to note:

- a. Development of a virtual public service for Norfolk – working with other local authorities, police and the NHS.

- b. The Corporate Bid Team – the latest on the work of this team which was established to make Norfolk successfully compete for external grants, as one of our initiatives to raise more revenue
- c. Member workshops on implementing the Council's priorities.

George Nobbs
Chairman, Policy and Resources Committee

Report of the Adult Social Care Committee Meetings held on 12 October 2015 and 9 November 2015

A Items from the meeting held on 12 October 2015

1 Update from Members of the Committee regarding any internal and external bodies that they sit on

- 1.1 Members of the Committee reported on meetings they had attended.

2. Executive Director's Update

- 2.1 The Executive Director of Adult Social Services reported that the priority of the department had continued to be managing the in year budget pressures.
- 2.2 The department had hosted the first of a series of Health and Social Care transformation events with John Oldham leading the session. All organisations were committed to carrying out further work together.

3. Chair's Update

- 3.1 The Chair reported on meetings she had attended.

4. Exercise of Delegated Authority

- 4.1 The Executive Director of Adult Social Services reported that the business plan for the new care village at Bowthorpe had been agreed. The village would include Housing with Care and dementia units. Residents would transfer from the current four homes to the new village.

5. Re-Imagining Norfolk: Service and Financial Planning 2016-17 to 2018-19

- 5.1 The Committee received a report by the Executive Director of Adult Social Services which set out details of the model of service delivery which would be required to enable the department to operate on a budget of 75% of its addressable spend.
- 5.2 The Committee **RESOLVED**;
- To consider and comment on the service delivery model required to provide the service within a budget of 75% of addressable spend, set out in section 2.
 - To consider and comment for Policy and Resources Committee consideration the list of savings proposals, including initial RAG rating, which are to be considered by Policy and Resources Committee on 26 October with a view to consulting with the public.

6. Adult Social Care Finance Monitoring Report Period 5 (August) 2015-16

- 6.1 The Committee received a report by the Executive Director of Adult Social Services which provided the Committee with financial monitoring information, based on information to the end of August 2015. It provided an analysis of variations from the revised budget and recovery actions taken in year to reduce the overspend.
- 6.2 The Committee **RESOLVED** to note;
- The forecast outturn position at period 5 for 2015-16 Revenue Budget of an overspend of £5.608m.
 - The planned recovery actions being taken in year to reduce the overspend.
 - The planned use of reserves.
 - The forecast outturn position at period 5 for the 2015-16 Capital Programme.
 - The overspend action plan at 2.8.

7. Performance Monitoring Report

- 7.1 The Committee received a report by the Executive Director of Adult Social Services which presented quarter 1 performance results with a performance dashboard, and updated the Committee on a corporate view of performance management arrangements.
- 7.2 The Committee **RESOLVED** to;
- Review and comment on the performance management information, including the Dashboard presented in Appendix A.
 - Review and comment on the proposed targets in Appendix B.
 - Consider any areas of performance that required a more-in-depth analysis.
 - Proposed any specific changes or improvements to performance reporting in the light of likely changes to the performance report for 2015/16 in response to Promoting Independence and other factors.

8. Risk Management

- 8.1 The Committee received a report by the Executive Director of Adult Social Services which provided the departmental risk summary together with an update on progress since 9 September 2015.
- 8.2 The Committee **RESOLVED** to;
- Note the progress with departmental risks since 9 September 2015
 - Comment on progress with departmental risks since 9 September 2015.
 - Consider if any further action is required.
 - Note the change in risk for RM13929 – The speed and severity of change, from Green to Amber.

9. Feedback from the Performance and Placement Rate Task and Finish Group

- 9.1 The Committee received a report by the Executive Director of Adult Social Services which set out the work of the performance and placement rate task and

finish group to date.

- 9.2 The Committee **RESOLVED** to;
- Note the report.

B. Items from the meeting held on 9 November 2015

1. The Care Act and Safeguarding of Prisoners

- 1.1 The Committee received a presentation from Will Styles, Governor of HMP Norwich, and Jo Cook, Operational Head of Integrated Care, Northern Locality.
- 1.2 The Committee **RESOLVED** to;
- Note the presentation.

2. Update from Members of the Committee regarding any internal and external bodies that they sit on

- 2.1 Members of the Committee reported on meetings that had attended.

3. Executive Director's Update

- 3.1 The Executive Director reported that the budget and the reduction of the overspend remained a priority within the department and since the last meeting of the Committee, the Policy and Resources Committee had agreed on which proposed savings would go out for public consultation in the light of Re-Imagining Norfolk.
- 3.2 Providers for the home care in West Norfolk had changed and it was reported that the transition was completed and so far new arrangements were working well. Lessons had been learnt which would be used in future transfers.
- 3.3 Work was being carried out on the cost of care consultation and an update would be brought to the Committee in January.
- 3.4 Work was being undertaken on the next stage of the Better Care Fund. Conditions of the next stage of the Better Care Fund had not been released but there were significant risks associated as the Clinical Commissioning Groups (CCGs) were under financial pressure.
- 3.5 The authority had held their first transformation events with NHS leaders which was hosted by Sir John Oldham. It was a well-attended event with a lot of useful discussion.
- 3.6 Details of the work around transforming care following the Winterbourne review would be brought to Committee in the future. This was a major piece of work to move people out of treatment-based accommodation if they no longer needed it.

4. Chair's Update

- 4.1 The Chair reported on meetings she had attended.

5. Adult Social Services Learning Disabilities Service

- 5.1 The Committee received a report from the Executive Director of Adult Social Services which outlined the work engaged in by the Interim Lead for Learning Disabilities to date, and any observations and proposals going forward.
- 5.2 The Committee **RESOLVED**;
- To consider and note the content of the report.

6. Adult Social Services Transformation Programme

- 6.1 The Committee received a report by the Executive Director of Adult Social Services which provided an update on the Adult Social Services Transformation Programme as requested by the Committee. The Programme supported the delivery of the departmental and corporate objectives, change in a wide range of services as well as budgeted savings.
- 6.2 The Committee **RESOLVED** to;
- Note the update on the Transformation programme
 - Comment on the Transformation programme
 - Request reports on the Transformation Programme at every second meeting with the first report being submitted at the 25 January meeting.
 - Recommend to Policy and Resources that 'The Adult Social Care Committee is of the view that sufficient funding is essential for the transformation programme in Adult Social Care in order to successfully achieve budget savings. The Policy and Resources committee is asked to ensure that sufficient resources are available to make this happen'.

7. Performance Monitoring Report

- 7.1 The Committee received a report by the Executive Director of Adult Social Services which reported quarter two performance results for the department.
- 7.2 The Committee **RESOLVED** to;
- Review and comment on the performance management information, including the Dashboard presented in Appendix A.
 - Review and comment on initial benchmarking data in section 6.
 - Note the new corporate performance framework outlined in section 7.
 - Consider any areas of performance that require a more in-depth analysis.

8. Adult Social Care Finance Monitoring Report Period 6 (September) 2015-16

- 8.1 The Committee received a report from the Executive Director of Adult Social Services which provided financial monitoring information, based on information to the end of September 2015. It provided an analysis of variations from the revised budget and recovery actions taken in year to reduce overspend.

- 8.2 The Committee **RESOLVED** to note;
- The forecast outturn position at period 6 for 2015-16 Revenue budget of an overspend of £5.612m.
 - The planned recovery actions being taken in year to reduce the overspend.
 - The planned use of reserves.
 - The forecast outturn position at period 6 for the 2015-16 Capital Programme.
 - The overspend action plan at 2.8.

9. Risk Management

- 9.1 The Committee received a report from the Executive Director of Adult Social Services which included the departmental risk summary together with an update on progress since the last Committee meeting on 12 October.

- 9.2 The Committee **RESOLVED** to;
- Note progress with departmental risks since 12 October.
 - Comment on progress with departmental risks since 12 October.
 - Consider if any further action is required.

10. Re-Imagining Norfolk

- 10.1 The Committee received a presentation from the Director of Integrated Commissioning.
- 10.2 The Committee **RESOLVED** that an update would be received at every meeting.

11. Quality Framework for Adult Social Care – progress report

- 11.1 The Committee received a report by the Executive Director of Adult Social Services which gave an update on the progress since the Council approved the Quality Assurance Framework for Adult Social Care in January 2015. The Framework was one of the key building blocks designed to achieve the Council's strategic aim of supporting vulnerable adults through investing in high quality care and support services.
- 11.2 The Committee **RESOLVED** to;
- Consider the progress made in the implementation of the Quality Framework.

12. Working Together to support Disabled Parents and Young Carers

- 12.1 This item had been withdrawn from the agenda as the report had not been made available.

Sue Whitaker
Chair, Adult Social Care Committee

Report of the Children's Services Committee Meetings held on 20 October and 17 November 2015

A: Report of the Children's Services Committee meeting held on 20 October 2015

1 Items of Urgent Business

- 1.1 The Chair informed the Committee that the Ofsted report from the inspection carried out in July 2015 had now been published and was available on its website. The Executive Director of Children's Services updated Members about the details of the report. The Executive Director said that, although the overall judgement from Ofsted was disappointing and there was more work that could be done, there were a lot of positive aspects to focus on. He added that, out of 135 paragraphs in the report, only 25 of those were critical of the work the department was undertaking. He paid tribute to the work undertaken by the staff in Children's Services as well as the work carried out by the Interim Executive Director whilst she had been in post.
- 1.1.2 Members agreed that they wished to hold a Member workshop to air views and formulate an action plan.
- 1.1.3 Members noted that Norfolk County Council was currently working under a Direction Notice which would remain in place until the Government decided its next course of action.
- 1.2 Following the recent trial and sentencing of a number of individuals involved in a sex abuse ring, the Assistant Director (Performance and Challenge) said that the case had been considered and had been deemed to meet the criteria for a serious case review to be carried out. Members would be kept updated as appropriate.

2 Integrated Performance and Finance Monitoring Report

- 2.1 The Committee received and **noted** the report by the Executive Director of Children's Services setting out the financial monitoring data for the period ended 31 August 2015 and setting out the variations between the approved budget for 2015/16 and the actual spending during the year to date. The report also offered comment on the Children's Services Revenue Budget, Capital Budget, School Balances and Children's Services Reserves and provisions.

3 Re-imagining Norfolk: Service and Financial Planning 2016-17 to 2018-19

3.1 The Committee received the report by the Executive Director of Children's Services which positioned the County Council to produce its budget for 2016-17 in accordance with the law and proper standards. The report described a re-imagined service, based on Children's Services improvement so far, that results in savings proposals for the three years totalling £15.868m, of which £3.091m related to 2016-17 and allowed for £4.187m related to revised demographic growth assumptions, totalling £20.055m.

3.2 RESOLVED to:

- note the service delivery model required to provide the service within a budget of 75% of addressable spend, set out in section 2 of the report.
- Refer to Policy & Resources the full list of savings proposals and support CHL01 to CHL11 and CHL13 to CHL16 which were considered compatible with delivery of a safe service, taking into account the needs of Norfolk's Children, commensurate with its statutory responsibilities.

4 Children and Young People's Mental Health. Norfolk and Waveney's Local Transformation Plan.

4.1 The Committee received and **noted** the report by the Executive Director of Children's Services relating to the Local Transformation Plan (LTP) which had been produced collaboratively by Norfolk's CAMHS Strategic Partnership on behalf of Norfolk's five Clinical Commissioning Groups (CCG's). There was no formal requirement for Children's Services or Children's Services Committee to sign off the Plan so the report was brought to the attention of the Committee for information purposes only.

B: Report of the Children's Services Committee meeting held on 17 November 2015

1 Items of Urgent Business

1.1 The Chair reminded Members about the workshop scheduled to take place on the rise of the meeting, to discuss the improvement plan which had been drafted following the Ofsted Inspection. As the finalised Improvement Plan was required to be submitted to Ofsted by 26 January 2016, it was suggested that an additional Committee meeting should be held to give the Committee an opportunity to discuss and agree the plan before it was submitted.

1.2 Following recent media reports about some young people who were travelling home from school on a school bus not being dropped off at the correct location after the bus had been diverted as a result of a road traffic collision, the Executive Director of Children's Services reassured the committee that a review was being undertaken to ensure such a situation did not arise in the future. He mentioned that any review of transport arrangements could potentially incur additional costs and also reassured the Committee that Children's Services were aware of its legal

responsibilities and was taking appropriate action to ensure children were transported from school to home safely.

- 1.3 The Committee congratulated those Members of the Youth Parliament (MYP) who had recently taken part in a Parliamentary debate at Westminster and agreed that the MYPs were a brilliant example of young people in Norfolk. The Vice-Chair reminded Members that MYPs had chosen mental health as one of the priorities they wished Norfolk County Council to address and said she was keen to involve MYPs in the work of the Task and Finish Group on Children's Mental Health.

2 Update on developing Norfolk's self-improving school system.

- 2.1 The Committee received the report by the Executive Director of Children's Services, updating Members on activity during the first part of the new academic year, giving broad indications of the scale of new partnerships that may be anticipated over the next eighteen months and introduced Tim Coulson, the Department for Education's Regional Schools Commissioner.
- 2.2 The Committee welcomed Tim Coulson, the Regional Schools Commissioner for the East of England and North East London who outlined his role and responsibilities and answered questions posed by the Committee.
- 2.3 The Committee **RESOLVED** to support the direction of travel described in the report, and endorsed the developing relationship between the Local Authority and the Regional Schools Commissioner.

3 Children's Services Integrated Performance and Finance Monitoring Report

- 3.1 The Committee received and **noted** the report by the Executive Director of Children's Services providing an update on operational performance within Children's Services including Support for School Improvement, Early Help and Social Work and finance monitoring information for the 2015/16 financial year.

4 Norfolk Healthy Child Programme (NHCP) - Update

- 4.1 The Committee received and **noted** the report by the Director of Public Health relating to the implementation of the Norfolk Healthy Child Programme. As there was no formal requirement for Children's Services or Children's Services Committee to sign off the programme, the report was presented to Committee for information only.

5 Children Missing Education (CME), Pupils Missing from Education (PMfE) and Elective Home Education: A position statement outlining these elements within the new Education Inclusion Service.

- 5.1 The Committee received the report by the Executive Director of Children's Services providing contextual information in relation to Children Missing Education (CME), Pupils Missing from Education (PMfE) and Elective Home Education (EHE). It enabled Members to be aware of the Local Authority's duties for children and young people in these categories, current performance within the duties and plan to ensure that good practice was maintained and areas for improvement identified and acted upon.

5.2 The Committee **RESOLVED** to:

- Note the specific definitions relevant to the issues relating to Children Missing Education, Pupils Missing from Education and Elective Home Education and to comment on current performance in relation to those areas of Local Authority Duties.
- Agree plans to focus on improvements within the area of Pupils Missing from Education and to accept an update on this at a subsequent committee. The update would be contained in an over-arching report on the implementation of the new Education Inclusion Strategy and its impact on children and young people.

6 Children's Services Capital Programme

6.1 The Committee received the report by the Executive Director of Children's Services providing a summary report on the implementation of the existing programme including decisions taken by the Director using delegated powers. The report also identified emerging schools capital priorities for 2016 onwards and asked the Committee to recommend these for further consideration and discussion by Capital Priorities Group at its November and January meetings and identified one non-school scheme for detailed consideration by Capital Priorities Group.

6.2 Following a proposal from Mr B Long, seconded by Mr R Bearman, the Committee **agreed** to ask the Chair to write to the Secretary of State for Education, through the Regional Schools Commissioner, to request a six year funding programme to provide longer-term security of Capital funding.

6.3 The Committee **RESOLVED** to:

- Confirm the continuing capital programme based on the changes to date, and
- Endorse the emerging priorities for further consideration.

7 Children's Services Equality Plan update and launch of research film with young people.

7.1 The Committee received the report by the Executive Director of Children's Services updating the Committee on progress over the last six months on the Children's Services equality plan for 2015/18.

8 Exclusion of the Public

8.1 The Committee **agreed** to exclude the public from the meeting under section 100A of the Local Government Act 1972 for consideration of item 9 on the grounds that they involved the likely disclosure of exempt information as defined by paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act, and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

9 Children's Services Equality Plan update and launch of research film with young people.

- 9.1 The Committee viewed and **noted** the research film, which set out what children and young people wanted elected members and staff to hear. The film would be implemented as a key training tool for staff, to ensure that all staff understood the issues young people would like them to incorporate into their day-to-day practice.
- 10 Return to public session**
- 11 Children's Services Equality Plan update and launch of research film with young people.**
- 11.1 The Committee thanked all the young people who had taken part in the film and requested that a letter be sent to everyone who had taken part expressing the Committee's appreciation and thanks.
- 11.2 The Committee **RESOLVED** to:
- Note progress so far on the equality plan, and that a further update would be brought back in six months.
 - View and comment on the summary film made by young people with protected characteristics in Norfolk.
 - Highlight any issues that should inform continued implementation of the equality plan.

James Joyce
Chair, Children's Services Committee

Report of the Communities Committee Meetings held on 21 October 2015 and 11 November 2015

A. Items from the meeting held on 21 October 2015

1. Update on Key Service Issues and Activities

- 1.1 The Committee received the report from the Executive Director of Community and Environmental Services which provided Members with fortnightly updates about key service issues and activities. The update enabled Members to discuss the latest position and identify any areas where the Committee would like to receive further information or updates.
- 1.2 The Committee **RESOLVED** to:
- Review the latest service update at Appendices A to C and identify any areas where the Committee would like to see further information or update.

2. Finance Monitoring Report at period 05 2015-16.

- 2.1 The Committee received the report by the Executive Director of Community and Environmental Services which provided the Committee with information on the latest monitoring position for the Committee for 2015-16. It also provided information on emerging issues and the position on the expected use of reserves for Communities purposes.
- 2.2 The Committee **RESOLVED** to:
- Note the forecast revenue outturn position for the 2015-16 as at period 05.
 - Note the forecast capital outturn position for the 2015-16 capital programme.
 - Note the current forecast for use of reserves.

3. Re-Imagining Norfolk: Service and Financial Planning 2016-17 to 2018-19

- 3.1 The Committee received the report by the Executive Director of Communities and Environmental Services and Executive Director of Resources which provided the strategic framework of Re-Imagining Norfolk, for the County Council to refocus its role and pursue its priorities within a radically reduced level of resources. The report positioned the County Council to produce its budget for 2016-17 in accordance with the law and proper standards.
- 3.2 The Committee **RESOLVED** to:
- Consider and comment on the service delivery model required to provide the service within a budget of 75% of addressable spend, set out in Section 2.

- Consider, comment and agree to refer to Policy and Resources committee, the list of savings proposals, including initial RAG rating, which are to be considered by the Policy and Resources Committee on 26 October with a view to consulting with the public.
- Add an additional category to the proposals that reflected the Committee's view on whether the savings should be adopted and these were reflected in the letters A-D.

4. Fire and Rescue Review – Integrated Risk Management Plan (IRMP)

- 4.1 The Committee received the report from the Executive Director of Community and Environmental Services which explained that the an IRMP was a strategic plan that assessed community risks including risk to life, the economy, heritage and the environment and then determined best use of Fire and Rescue Service resources to meet the requirements of the risks. The IRMP process for 2016-50 had provided an opportunity for a strategic review of fire and rescue provision in the context of Re-Imagining Norfolk and showed how Norfolk Fire and Rescue Service could be delivered with a reduced level of resources.
- 4.2 The Committee **RESOLVED** to:
- Consider and comment on the draft IRMP 2016-20.

5. Performance and Risk Monitoring Report (Quarter 1)

- 5.1 The Committee received the report by the Executive Director of Environmental and Community Services, which reviewed quarter one (April to June 2015) performance and risk results for the service areas that were covered by the Communities Committee.
- 5.2 The Committee **RESOLVED** to:
- Agree the 2015-16 performance dashboard as the basis for reporting to this committee over the financial year.
 - Review and comment on the performance information.
 - Consider any areas of performance that required a more in-depth analysis.

B. Items from the meeting held on 11 November 2015

1. Update on Key Service Issues and Activities

- 1.1 The Committee received the report from the Executive Director of Community and Environmental Services which provided Members with fortnightly updates about key service issues and activities. The update enabled Members to discuss the latest position and identify any areas where the Committee would like to receive further information or updates.
- 1.2 The Committee **RESOLVED** to:
- Review the latest service update at Appendices A to C and identify any areas where the Committee would like to see further information or update.

2. Norfolk Fire and Rescue Authority Statement of Assurance 2014/15.

2.1 The Committee received the report from the Executive Director of Community and Environmental Services which enabled the County Council, as the Fire and Rescue Authority for Norfolk, to meet its statutory obligations to produce an annual Statement of Assurance.

2.2 The Committee **RESOLVED** to:

- Note the assurances that financial, governance and operational management of Norfolk Fire and Rescue meet statutory requirements.
- To consider and approve the Norfolk Fire and Rescue Authority Statement of Assurance 2014/15 and commend the statement for signature by the Chief Fire Officer and by the Committee Chair on behalf of the Communities Committee.

3. Report on progress made in Norfolk Community Learning Services (formerly Norfolk Adult Education Service)

3.1 The Committee received the report from the Executive Director of Community and Environmental Services which outlined the improvements made and the plans for the future of the service following the Ofsted inspection of this service in January 2015 where a judgement of 'inadequate' was made.

3.2 The Committee **RESOLVED** to:

- Approve the new vision and new operating model for Norfolk Community Learning Services appended to the report.

4. Regulation of Investigatory Powers Act 2000 (RIPA)

4.1 The Committee received the report from the Executive Director of Community and Environmental Services which detailed the use of RIPA by the Council for the 18 months from 1 April 2014 and summarised the changes to the Council's Policy and Guidance.

4.2 The Committee **RESOLVED** to:

- Note the use of RIPA by the Council for the period 1 April 2014 to 31 September 2015.
- Approve the revised Policy and Guidance document for RIPA.

5. Annual Review of the Enforcement Policy

5.1 The Committee received the report by the Executive Director of Community and Environmental Services. The Enforcement Policy provided a framework to ensure that we work in an equitable, practical and consistent manner in the way we deliver regulatory activities and law enforcement. Norfolk County Council was committed to the principles of better regulation, reducing burdens on business with proportionate responses and ensuring we acted to protect and support residents, businesses and the environment.

- 5.2 The Committee **RESOLVED** to:
- Approve the Enforcement Policy.
6. **Communities Committee Finance Monitoring Report at Period 6 2015-16**
- 6.1 The Committee received the report which provided them with information on the latest monitoring position for the Committee for 2015-16. It provided information on emerging issues and the position on the expected use of reserves for Communities purposes.
- 6.2 The Committee **RESOLVED** to note:
- The forecast revenue outturn position for 2015-16 as at Period 06.
 - The forecast capital outturn position for the 2015-16 capital programme.
 - The current forecast for use of reserves.
7. **Quarter 2 Performance and Risk Monitoring Report**
- 7.1 The Committee received the report which outlined the progress that was being made with the review of the Council's performance management system and some of the key principles that were guiding its development over the financial year. The report also provided an overview of the key performance and risk issues facing those services which were covered by the Communities Committee.
- 7.2 The Committee **RESOLVED** to:
- Consider the improvements being implemented to strengthen the Council's performance and risk management system.
 - Review and comment on the performance and risk information.
 - Consider any areas of performance or risk that require a more in-depth analysis.
8. **Appointment of a Representative to the Theatre Royal (Norwich) Trustee Board**
- 8.1 The Committee **RESOLVED** to appoint Mr B Hannah to the above role.

Paul Smyth
Chair, Communities Committee

Report of the Environment, Development and Transport Committee Meetings held on 16th October 2015 and 20th November 2015.

A – Items from the meeting of 16th October 2015

1. Update from Economic Development Sub Committee

- 1.1 The Committee received and noted the update from the Executive Director Community and Environmental Services which summarized the issues and actions from the Economic Development Sub-Committee held on the 21st September 2015.

2. Performance and Risk Monitoring report (Quarter 1)

- 2.1 The Committee received the report from the Executive Director Community and Environmental Services which reviewed quarter 1 (April to June 2015) performance and risk results for service areas that were covered by the Environment, Development and Transport (EDT) Committee.
- 2.2 The Committee **RESOLVED** to:
- Agree the 2015/16 performance dashboard as the basis for reporting to this committee over this financial year.
 - Review and comment on the performance and risk information
 - Consider any areas of performance that require a more in-depth analysis.

3. Finance Monitoring

- 3.1 The Committee received and noted the report from the Executive Director Community and Environmental Services which provided the Committee with information on the latest monitoring position for the relevant services from the Community and Environmental Services department, for 2015-16. It provided information on variances from the original budget (revenue and capital), emerging issues and the position on the use of reserves for those services.

4. Developing Re-imagining Norfolk.

- 4.1 The Committee received the report from the Executive Director Community and Environmental Services which set out details of the model of service delivery which would be required to enable the Department to operate on a budget at 75% of its addressable spend. Officers had developed a number of budget saving proposals based on this service delivery model for the Committee to consider. The proposals, set out in Appendix 1, would deliver permanent revenue savings over the next three years. There were a total of 21 proposals with a total savings value of £22.554m. The savings proposals had been initially RAG rated by officers to provide a high level indication of the feasibility of delivering the saving.

- 4.2 The Committee did not agree the recommendations in the report with **8 votes For** and **9 Against**.

The Committee **Agreed** with **9 votes For** and **8 votes Against** to replace the recommendations in the report with the following recommendation:

The Committee note the comments made on the proposed savings and urge the Policy and Resources Committee to lobby central government to reduce the effect of the austerity measures on the county of Norfolk.

The Chairman will raise and explain the concerns of the EDT committee at the next Policy and Resource Committee meeting due to be held on the 26th October 2015.

5. Annual review of the Enforcement Policy

- 5.1 The Committee received the report from the Executive Director Community and Environmental Services which outlined the changes in the revised CES Enforcement Policy.
- 5.2 The Committee **RESOLVED** to confirm the CES Enforcement Policy and its appendices meet the requirements of the EDT services, prior to consideration by Communities Committee (the approval body for the policy.)

6. The King's Lynn and West Norfolk Settlements Surface Water Management Plan Report

- 6.1 The Committee received the report from the Executive Director Community and Environmental Services which provided a summary of the process and findings of the King's Lynn and West Norfolk Settlements Surface Water Management Plan (SWMP) and the follow up King's Lynn Ordinary Watercourse Study.
- 6.2 The Committee **RESOLVED** to adopt the King's Lynn and West Norfolk Settlements Surface Water Management Plan and the King's Lynn Ordinary Watercourse Study report and its findings.

7. Norfolk Minerals & Waste Development Framework - Single Issue review on Silica Sand

- 7.1 The Committee received the report from the Executive Director Community and Environmental Services which provided information on the proposed site and defined areas of search and contains the proposed Preferred Options Consultation document, draft Initial Sustainability Appraisal Report and draft Habitats Regulations Assessment (Task 1).
- 7.2 The Committee **RESOLVED** to:-
- Agree to the publication of the Preferred Options Consultation document, the draft Initial Sustainability Appraisal Report and the draft Habitats Regulations Assessment for a six week consultation period.
 - Delegate to the Executive Director of Community and Environmental Services, in consultation with the Chairman and Vice-Chairman of EDT committee the power to make minor corrections and non-material changes that are identified prior to the issue of the consultation documents.

8. Decisions taken under delegated authority

- 8.1 The Committee received and noted the report from the Executive Director Community and Environmental Services which provided an update on decisions taken under delegated powers by the Director in consultation with the Chairman and Vice Chairman up to 5 October 2015.

9. Forward Plan

- 9.1 The Committee received and noted the report from the Executive Director Community and Environmental Services which set out the Forward Plan for the Environment, Development and Transport Committee.

B – Items from the meeting of 20th November 2015.

1. Local Member Issues/Member Questions

- 1.1 Mr M Wilby asked the Chairman if the Committee could receive an update on the NDR.
- 1.2 The Chairman advised that they were currently waiting for confirmation from the Department for Transport regarding funding. It was believed this would be imminent and no concerns regarding the decision were predicted.

2. Highways asset management- Improvement plan

- 2.1 The Committee received the report from the Executive Director for Community and Environmental Services which set out the improvement plan aimed at moving the authority up to a Band Three for the final assessment for Government incentive fund scheme for local highway maintenance capital funding.
- 2.2 The Committee **RESOLVED** to:-
- Note the changes to the funding mechanism for local highway maintenance capital funding and the steps taken to prepare for the changes next year.
 - Approve the 'Resilient' network.

3. Highway maintenance- grass cutting standards and Community 'Top up' opportunities

- 3.1 The Committee received the report from the Executive Director for Community and Environmental Services which outlined the options to review rural grass cutting with an aim to achieve cost savings. The report also outlined the new proposed initiative for community 'top up' opportunities for the highway ranger service for member approval.
- 3.2 With a vote of **9 For** and **8 Against** the Committee **RESOLVED** to:-
- 1) Adopt Option 3: A change to the rural grass cutting standard which would include:
- a) An intermittent cut in May/June.

- b) A second intermittent cut in July/ August.
- c) The second treatment to be replaced bi-annually with a “single swathe/visibility cut”

The Committee **Agreed** to:-

- 2) Approve the community “top up” provision for;-
 - a) Parishes for the highway ranger service
 - b) The general public for ‘H’ bar/road markings

4. Residual Waste Services for 2016 to 2020 – Moving Towards Zero Waste

- 4.1 The Committee received the report from the Executive Director for Community and Environmental Services which explained the outcome of a procurement to treat approximately 160,000 tonnes a year of Norfolk’s residual municipal waste at facilities that are already up and running (this procurement does not include existing arrangements with Suffolk County Council for treating 40,000 tonnes of waste at the Great Blakenham energy from waste plant that extend up to 2020).
- 4.2 With a vote of **9 For** and **8 Against** the Committee **RESOLVED** to provisionally award contracts for treatment and disposal services from 2016 to 2020 to the following:
 - FCC, accepting waste at Costessey Transfer Station to use as a fuel at a facility in the Netherlands.
 - Frimstone, accepting waste at Wisbech Transfer Station to use as fuel at a facility in the Netherlands or Germany.
 - Seneca, accepting waste at Rackheath Transfer Station to use as a fuel at a facility in the Netherlands.

With a vote of **9 For** and **8 Against** the Committee **RESOLVED** that a decision to award any contracts required for transfer station services from a framework agreement with FCC could be delegated to the Executive Director in consultation with the Chair and Vice Chair of this Committee.

The Committee **noted** that under current arrangements in 2015/16 it is expected that approximately 53,054 tonnes of waste will be incinerated to generate electricity at facilities in Kent and Suffolk and 47,000 tonnes of waste will be turned in to a fuel in Norfolk and exported to be incinerated to generate electricity and heat at a facility in the Netherlands.

5. Property Level Protection Grant Scheme Awards

- 5.1 The Committee received the report from the Executive Director for Community and Environmental Services which outlined the recommendations from the Inland Flood Group for awarding grants to affected residents for measures to protect properties from future flooding.
- 5.2 The Committee **RESOLVED** to approve the grants summarised in the Appendix to the report and contingency reserve application approval process.

6. Proposed Amendments to Internal Procedures for responding to

Consultations on Nationally Significant Infrastructure Projects (NSIPs)

- 6.1 The Committee received the report from the Executive Director for Community and Environmental Services which set out proposed amendments to the internal procedures for responding to consultations on Nationally Significant Infrastructure Projects (NSIPs).
- 6.2 The Committee **Agreed** the amended Internal Procedures for dealing with consultations on NSIP's.

7. Finance Monitoring Report

- 7.1 The Committee received the report from the Executive Director for Community and Environmental Services which provided the Committee with information on the latest monitoring position for the relevant services from the Community and Environmental Services department, for 2015-16. It provides information on variances from the original budget (revenue and capital), emerging issues and the position on the use of reserves for those services.
- 7.2 The Committee **RESOLVED** to note the forecast out-turn position for the Environment Development and Transport Committee.
- 7.3 With a vote of **9 For** and **8 Against** the Committee **Agreed** to note the outcome of the consultation for the proposed closure of Docking Household Waste Recycling Centre and confirm the closure decision. The Centre will close from 1 January 2016.
- 7.4 With a vote of **8 For**, **8 Against**, **1 Abstention**, the Chairman cast his extra vote **For** making it **9 For** and **8 Against**, the Committee **Agreed** to close all recycling centres in Norfolk on the five bank holiday's (5 days) subject to a public consultation.

8. Q2 performance and risk monitoring report

- 8.1 The Committee received the report from the Executive Director for Community and Environmental Services which outlined the progress that was being made with the review of the Council's performance management system and some of the key principles that were guiding its development over the financial year. The second section provided an overview of the key performance and risk issues facing those services that are covered by this committee in Q2 (July to September 2015).
- 8.2 The Committee considered the improvements being implemented to strengthen the Council's performance and risk management system, reviewed the performance and risk information and considered any areas of performance or risk that required a more in-depth analysis.

The Committee noted the report.

9. Decisions taken under delegated authority – update

The Committee received and noted the report from the Executive Director for

Community and Environmental Services which provided an update on decisions taken under delegated powers by the Director in consultation with the Chairman and Vice Chairman up to 4 November 2015.

10. Forward Plan for Environment, Development and Transport Committee

The Committee received and noted the report from the Executive Director for Community and Environmental Services which set out the Forward Plan for the Environment, Development and Transport Committee.

Toby Coke
Chairman

Report of the Economic Development Sub-Committee Meeting held on 26 November 2015.

1 Items of Urgent Business

- 1.1 The Chairman allowed Mr B Spratt to raise an issue regarding the sale of Eastport and was advised that an update would be provided at the next meeting.
- 1.2 The Chairman allowed Mr M Wilby to raise a query regarding the NDR asking that now Government funding had been received when work would start on the ground. The Sub-Committee were advised that the contract with Balfour Beatty should be finally signed this week and preliminary works would start as soon as possible – Members would be advised on any ground breaking ceremony.

Members agreed that the push should now be on getting the Western link approved.

The Sub-Committee congratulated the hard work done on this project, in particular by Tom McCabe and David Allfrey.

- 1.3 The Chairman allowed Mr B Spratt to raise a concern regarding the continuing problems on the Acle straight and suggested that the interim works to put in double white lines and reduce the speed limit to 50mph be progressed swiftly.

Members agreed that the Chairman of EDT Committee should contact Highways England to invite them to a Committee meeting so the importance of the works required could be highlighted.

2. Local Member Issues/member Questions

- 2.1 Mr S Clancy raised the issue of the increasing risk around the future of the UK steel industry. Could the Chair of Economic Development Sub-Committee and the Chairman of the EDT Committee write to the Local Government Association and local MP's to draw attention to this important issue and start a campaign to save the UK steel industry.

The Chair agreed and advised that officers would compose letter to send on the Sub-Committee's behalf.

3 Update from Member Working Groups

- 3.1 The Sub-Committee received verbal updates from members for the following outside bodies:-

- **County Farms**
Cllr Spratt made the point that the tenant farmers worked very hard for very little profit.
- **Norfolk Rail Group**

- The Chair of the Group, Mrs C Walker informed the Sub-Committee of the latest meeting held where the views and concerns regarding the current rolling stock were highlighted.
- Members expressed their disappointment at the news that improvement works to the Ely loop junction had been postponed.

- **Scottow Enterprise Park Working Group**

- The Chairman of the group, Mr J Timewell reported that the suggested pedal park that had been in the news had not been agreed yet but that the company was very keen and there was lots to be discussed when it was brought to the working group.
- Phase 2 of the solar farm was being worked up and could result with us having one of the largest in the UK.
- There were many projects in the pipeline but none had been agreed yet, the focus was mainly on getting businesses interested at the moment.

- **Norfolk, Suffolk, Essex and China Partnership**

A decision had been taken that the partnership would continue but at a reduced rate.

4. France (Channel) England Programme annual report

- 4.1 The Sub-Committee received and noted the presentation from Marie Pierre Tighe which gave an update on the France England Programme.

5. Apprenticeships – Update

- 5.1 The Sub-Committee received and noted the update on the apprenticeships programme.

6. Finance and Performance Monitoring report

- 6.1 The Sub-Committee received and noted the report from the Executive Director of Community and Environmental Services which provided the Sub-Committee with the financial position for the service to the end of October, including the planned use of reserves.

It also gave an overview of progress in relation to the service's 2015/16 service plan priorities, as at the end of quarter 2.

7. Forward Plan

- 7.1 The Sub-Committee received and noted the report which set out the Forward Plan for the Economic Development Sub-Committee.

Colleen Walker
Chair, Economic Development Sub-Committee

Report of the Norfolk Health Overview and Scrutiny Committee meeting held on 15 October 2015

1 Ambulance response times and turnaround times in Norfolk

1.1 The Committee received an update from the East of England Ambulance Service NHS Trust (EEAST), Norfolk and Norwich University Hospitals NHS Foundation Trust and North Norfolk Clinical Commissioning Group about ambulance response times and turnaround times in Norfolk and the action underway to improve performance. The Committee also received additional information from UNISON and questions from a member of the public.

1.2 In the course of discussion the following key points were made:

- Robert Morton, Chief Executive Officer, East of England Ambulance Service NHS Trust, said that EEAST was faced by three strategic challenges: (1) to stabilise operational performance at a time of unprecedented demand for ambulance services (2) to engage in more collaborative ways of working with others operating in the local health economy and (3) to provide for more consistency of service provision across the region and refocus activities on a wider range of outcomes than meeting performance targets.
- The performance targets for A1 and A2 calls were set at a simple pass / fail standard that did not reflect the length of time that a 'failed' response actually took. EEAST was meeting the national target for responding to A1 calls but falling far short of the national target for A2 calls which had increased by over 15% in the current year.
- At the same time as the demand for ambulance services was rising, EEAST was having to send an increasingly complex range of resources and clinical expertise to A1 and A2 calls thus stretching its capacity and staff and those of other "blue light" services.
- In recent months, there had been an increase in the number of call outs for stroke incidents. The increasing overall demand for stroke patients to arrive at a hyper-acute stroke centre within 60 minutes of a 999 call was proving to be difficult to achieve in a rural county like Norfolk.
- One of the most important issues in Norfolk was getting the right skill mix when responding to ambulance calls, resulting from the temporary position of having a large number of student paramedics requiring mentoring and training abstraction, versus the actual number of qualified paramedics.
- Approximately 10 % of all ambulance call out calls in Norfolk were for those living in care homes. In order to cut down on the need for responses by ambulance crews, the witnesses were exploring the options for care homes to be provided with a wider range of paramedic services. The witnesses were also willing to explore options for rapid response teams to be based at Cromer hospital and at community hospitals in the North Norfolk area.
- Across the region as a whole, EEAST had 270 vacancies that were in the process of being filled and a further 300 posts for which funding had not yet been identified. In Norfolk, very few vacancies remained to be filled.
- The "handover to clear" performance by EEAST crews at the Norfolk & Norwich University Hospital (NNUH) and the Queen Elizabeth Hospital

(QEH) had stabilised. The introduction of Hospital Ambulance Liaison Officers at the NNUH had proved to be very successful in reducing ambulance turnaround times.

- 1.3 The Committee noted that they might return to the subject of ambulance response times and turnaround times in Norfolk in a year's time.

2 NHS Workforce Planning in Norfolk

- 2.1 The Committee received a suggested approach from the Democratic Support and Scrutiny Team Manager to responses to the recommendations about NHS Workforce Planning in Norfolk agreed by the Committee on 16 July 2015 and current planning to ensure that NHS services were adequately staffed during the forthcoming winter. Representatives from the three NHS System Resilience Groups in Norfolk, Norfolk County Council Public Health and Health Education East of England were in attendance to discuss the responses.

- 2.2 In the course of discussion the following key points were made:

- The Committee was pleased to note that the responses to the recommendations which had been agreed by the Committee were mainly positive.
- One recommendation, originally intended for Norfolk MPs, was 'To raise the issue of Service Increment Funding for Teaching (SIFT) with the Department of Health, with a view to speeding up the progress towards fair share for Norwich Medical School'. The Committee had previously decided to raise this issue directly with the Department of Health in the first instance. Members considered the response to be disappointing in that it did not say whether anything would be done to bring Norwich Medical School more quickly towards a fair share of SIFT.
- Whilst SIFT was seen as an important issue for the longer term, the Committee was very concerned about immediate workforce availability for the forthcoming winter, especially in primary care.
- It was pointed out by the witnesses that Norfolk and Waveney Local Medical Committee (LMC) shared this concern. Several GP practices in the county had closed their waiting lists due to inability to recruit and the LMC had raised concerns about staffing the out-of-hours service this winter.
- The Committee considered that consolidation of current primary care services should be the top priority so that local people were guaranteed comprehensive in-hours provision and adequate out-of-hours provision for urgent needs seven days a week. Plans to extend general practice opening hours might become more realistic in future years when workforce shortages began to ease.
- The Committee was also disappointed that the Local Enterprise Partnerships (LEPs) in Norfolk and Cambridgeshire LEPs were not able to accept the recommendation that the LEPs work with local NHS organisations and Higher Education Institutes to consider innovative ways to support recruitment of healthcare students and workers to Norfolk'.

- 2.3 The Committee **agreed** to write to:-

1. The Secretary of State for Health expressing disappointment at the Parliamentary Under Secretary of State's response to the Committee's

enquiry regarding progress towards a fair share of Service Increment Funding to Teaching Increment for Norwich Medical School and raising the issue of primary care workforce availability for the forthcoming winter, with copies to the Parliamentary Under Secretary of State for Care Quality and Norfolk MPs.

2. The Local Enterprise Partnerships in Norfolk and Cambridgeshire expressing disappointment that they did not accept the Committee's recommendation to work with local NHS organisations and Higher Education Institutes to consider innovative ways to support recruitment of healthcare students and workers to Norfolk.

3 Forward work programme

- 3.1 The proposed forward work programme was agreed.

Michael Carttiss
Chairman

Report of the Planning (Regulatory) Committee Meeting held on 27 November 2015

- 1 Application referred to the Committee for Determination:
North Norfolk District Council: Y/1/2015/1010: Scottow Enterprise Park (former RAF Coltishall) Barton Road, Scottow, NR10 5DG: Variation of condition 2 of planning permission Y/1/2014/1007 for erection of live fire training facility, hard-standing area and retention of four fire training containers; plus change of use of Building 440 to provide briefing, mess and rest room facilities and Building 109A for ancillary storage; to allow for variations to the fire training facility and hard standing area: Norfolk Fire and Rescue Service.**
- 1.1 The Committee received a report by the Executive Director of Community and Environmental Services seeking a variation to condition 2 (which identified the approved plans) of the extant permission (Y/1/2014/1007) to allow for variations to the proposed live fire training facility and hard standing. The extant permission was approved by Members of the Planning (Regulatory) Committee on 20 February 2015 and was yet to be implemented.
- 1.2 The Executive Director of Community and Environmental Services was authorised to:
 - i) Grant planning permission subject to the conditions outlined in section 12 of the report.
 - ii) Discharge conditions (after discussion with the Chairman and Vice-Chairman of the Committee) 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.
 - iii) Delegate powers to officers (after discussion with the Chairman and Vice-Chairman of the Committee) to deal with any non-material amendments to the application that may be submitted.

**Brian Long
Chairman, Planning (Regulatory) Committee**

**Report of the Health and Wellbeing Board
Meeting held on 4 November 2015**

- 1. Health and Wellbeing Board Review – Chairman’s report on outcome of first phase**
 - 1.1 The Board considered the report which set out the outcomes of the first phase of the review and contained proposals for improvement and next steps.
 - 1.2 The Board **RESOLVED** to;
 - Consider and comment on the report and agree the way forward.
- 2. Norfolk Better Care Fund Plan – Progress Update 2015/16 and Planning 2016/17**
 - 2.1 The Board considered the report which set out the requirement for Norfolk to start planning and developing Better Care Fund plans for 2016/17 building on the 15/16 programme.
 - 2.2 The Board **RESOLVED** to;
 - Agree the direction of travel for developing plans for Norfolk’s 2016/17 BCF Programme.
- 3. Clinical Commissioning Group’s Commissioning Intentions - 2016/17**
 - 3.1 The Board considered the report which provided information about the commissioning intentions of Norfolk’s Clinical Commissioning Groups (CCG’s) for the period 2016/17. It brought together the submissions from each of the CCG’s at this stage of the annual planning process.
 - 3.2 **The Board RESOLVED to;**
 - Consider and comment on the engagement with, and contribution towards, delivering the H&WB’s priorities and longer term goals.
- 4. Joint Health and Wellbeing Strategy – progress update report**
 - 4.1 The Board considered the report which highlighted some of the progress made over the summer and an outline of some of the plans in the autumn / winter for the implementation of this strategy.
 - 4.2 The Board, after consideration, provided views on whether the strategy was on track.

5. Developing a Mental Health Strategy for Norfolk

5.1 The Board considered the report which asked them to take ownership of the delivery of an integrated approach to public mental health in Norfolk, providing effective leadership and governance to a holistic systems change approach, as recommended in the Director of Public Health report in July.

5.2 The Board **RESOLVED** to;

- Set up a workshop to scope a public mental health strategy in full and recommend terms of reference and governance on how this strategy could be agreed and implemented. Service user representatives and providers should be included in the planning process.
- Take ownership of the delivery of an integrated approach to public mental health in Norfolk.

6. Healthwatch Norfolk overview

6.1 The Board received a presentation on the work of Healthwatch.

7. Norfolk Child Poverty Strategy Task and Finish Group Report

7.1 The Board considered a report from the task and finish group which had been set up at the meeting in July 2014. The group had narrowed down what partners would do for the Norfolk Child Poverty Strategy and developed the detail of how the Board would contribute.

7.2 The Board **RESOLVED** to;

- Consider and approve the action plan devised by the task and finish group as work which could be taken forward.
- Commit to further meetings of the task and finish group to ensure progress of the work identified.

8. Children's Services Improvement and Performance

8.1 The Board considered the report by the Executive Director of Children's Services which updated them on the operational performance within Children's Services including Support for School Improvement, Social Care and Safeguarding.

8.2 The Board **RESOLVED** to;

- Note the report.

9. Norfolk Integrated Offender Health and Social Care Group – Annual Report

9.1 The Board considered the report which provided an overview of the activity of

the Norfolk Integrated Offender Health and Social Care (NIOHSCG) during 2015 and priorities for the group over the next twelve months to improve offender health and overall rehabilitation of offender outcomes.

- 9.2 The Board **RESOLVED** to;
- Agree the priorities of the Integrated Offender Health and Social Care Group.
 - Endorse the work of the Group and actively sponsor and support the delivery of its work programme.

10. Transforming Care Programme – Services for Adults with a Learning Disability

- 10.1 The Board considered the report which outlined the processes and arrangements which had been put in place to achieve the targets and outcomes required.

- 10.2 The Board **RESOLVED** to;
- Recognise that the challenge to discharge patients into the community have targets attached that CCGs were obliged to meet.
 - Recognise that community placements for patients with significant challenging behaviour are required to be developed in line with the escalated discharge plan
 - Recognise that NHS England specialist commissioners are also required to meet the same targets to discharge their patients who are in Low and Medium secure hospitals which will create a pressure upon CCG targets and Local Authority's need to provide community placements.
 - Recognise the shifts of financial cost occurring due to the programme, from NHS England to CCGs and from CCGs to NCC and the need to address this.

11. Norfolk Health and Overview Scrutiny Committee minutes of the meeting held on 16 July 2015.

- 11.1 The Committee **NOTED** the minutes of the Norfolk Health and Overview Scrutiny Committee held on 16 July 2015.

Brian Watkins,
Chairman, Health and Wellbeing Board

Report of the Norfolk Joint Museums Committee meeting held on 30 October 2015

1 **Norfolk Joint Museums Service – Integrated Finance and Risk Monitoring Report for 2015/16**

1.1 The Joint Committee received a report that covered progress with the NMS revenue budget for 2015/16, reserves and provisions and the capital programme, and savings applied to the revenue budget for 2016/17. The report also provided the Committee with an update on progress with the management of risk within the NMS.

1.2 The Joint Committee **resolved** to note –

1. Progress with the revenue budget, capital programme and reserves and provisions forecast out-turn positions for 2015/16.
2. Progress with the management of risk within the NMS.
3. The proposed savings for 2016/17 and beyond.

2 **Norfolk Museums Service – Performance & Strategic Update Report**

2.1 The Joint Committee received a report that provided progress with performance against the NMS agreed service plan for 2015/16, details as to museum education and learning programmes, marketing and PR, commercial developments, Norwich Castle Keep and other capital developments, the renewal of the Joint Museums Agreement, NMS fundraising, the HLF Olive Edis project, NMS restructuring and the Accreditation of NMS museum sites by Arts Council England.

2.2 The Joint Committee heard that museum visits across all 10 NMS sites for the period 1st April 2015 – 31st August 2015 had shown a slight decrease of 2% when compared to the equivalent period in the preceding year. Given that an all-time record number of visits to NMS sites were achieved in the previous financial year, this represented a very successful summer in 2015 driven by a strong marketing performance and a successful exhibitions and events programme that included the Jeff Koons exhibition at Norwich Castle and the Humans in Ancient Britain exhibition at Time and Tide Museum of Great Yarmouth.

2.3 It was pointed out that the Jeff Koons exhibition had acted as a catalyst for a wide range of other exhibitions and events in Norwich such as the young person-led Koons Collaborative that had organised the Museums at Night programme for Norwich Castle.

- 2.4 It was noted that, with the support of the Natural History Museum, the summer exhibition at Time and Tide Museum at Great Yarmouth, “Humans in Ancient Britain”, had showcased some of the most important artefacts relating to the early human occupation of Britain. The exhibition had included many important objects from the NMS collections, including parts of the West Runton Mammoth. The highlights of the exhibition included a 3D print of one of the Happisburgh Footprints and accurate reconstructions of the heads of four different human species that lived in Norfolk. The Chairman placed on record the Joint Committee’s thanks to Dr David Waterhouse, NMS’s Curator of Natural History, for the hard work that he had put into this highly successful exhibition.
- 2.5 Another new initiative was the work of the NMS in promoting the County Council’s strategic plan to increase ‘civil wedding tourism’ in Norfolk: an agreement was reached with the County Council’s Registrar Service to offer civil ceremonies at Norwich Castle from April 2016. Elsewhere, a growing number of bookings for civil ceremonies were secured for Strangers’ Hall and Gressenhall and both the Tolhouse Gaol and Elizabethan House were now licenced to hold weddings.
- 2.6 In receiving the minutes of the Area Museums Committees, the Joint Committee noted the successful launch of the Junior Friends of King’s Lynn Museum scheme and that exterior signage was installed on the front of the Lynn Museum, following the completion of the bus station improvements. The Joint Committee also heard that at Gressenhall Farm and Workhouse, the “Voices from the Workhouse” project, which was supported by the Heritage Lottery Fund and others, was progressing very well and that Gressenhall continued to offer a broad programme of events and activities. The proposed opening date for the new workhouse galleries was Spring 2016.
- 2.7 The Joint Committee was pleased to hear of the good progress that had been made with the initial planning phase of the Norwich Castle Keep project and the excellent level of response from key stakeholder groups to the major consultation programme for the project that had taken place during the summer. The results of the consultation had shown very strong support for the project and this view was shared by all Members of the Joint Committee who were fully supportive of the NMS submitting a Stage 1 application to the Heritage Lottery Fund.
- 2.8 The Joint Committee **resolved**:
1. That, following previous endorsement of the project, the NMS should be given formal permission to submit a Stage 1 application to the Heritage Lottery Fund (by the end of November 2015) to develop the Keep at Norwich Castle Museum and Art Gallery.
 2. That update reports on the development and re-display of the medieval keep at Norwich Castle Keep and on the Voices from the Workhouse capital development at Gressenhall Farm and Workhouse should be presented to the Joint Committee at its next meeting.
 3. That progress on all other museums matters should be reported back to the Joint Committee as part of the Head of Museums’ periodic Performance and Strategic Update Report.
 4. To note the performance for the financial year to date and the delivery of the 2015/16 budget.

2.9 The Joint Committee **also resolved:**

To ask the NMS Head of Operations and Learning to express Members thanks and appreciation to all NMS staff for their hard work at a time of reduced funding for museums in maintaining the very high standard of service that the public had come to expect of the NMS.

3. **The Deep History Coast Project**

- 3.1 The Joint Committee received a presentation by Dr John Davies, Chief Curator, about the Deep History Coast Project. The Joint Committee heard that this was a concept that Dr John Davies and Dr David Waterhouse, NMS's Curator of Natural History, had developed, subsequently with the involvement of regional tourism experts and County Council staff responsible for Norfolk trails. The project provided a unique archaeology and natural history proposition and an opportunity to boost tourism for an otherwise under-developed part of the Norfolk coast. The project was now being progressed as a joint endeavour with North Norfolk District Council and Visit Norfolk and had featured prominently in the EDP and on local TV and radio.
- 3.2 The Joint Committee heard that Norfolk was the only county in Britain where evidence of four different human species had been discovered. The 850,000-year-old human footprints, the oldest found anywhere outside Africa, were discovered in sediment at Happisburgh after they had been exposed by a storm. A 3D print of one of these footprints was shown to Members at the end of the meeting.
- 3.3 It was noted that further work by the NMS on this unique project would be led by Dr John Davies and Dr David Waterhouse who, together, would compile a guide book on the subject sometime in the new year.

John Ward
Chairman

Report of the Norfolk Records Committee Meeting held on 30 October 2015

1. Finance and Risk Report

- 1.1 The Committee received the report from the Executive Director of Communities and Environmental services which covered the forecast position and risk management for the Norfolk Records Committee as at 30th September 2015.
- 1.2 The Committee, having considered the report, **RESOLVED** to;
- Note the performance with the revenue budget and reserves and provisions for 2015/16.
 - Endorse the assessment of the management of risk for 2015/16.
 - Note the proposed budget savings for 2015/16 and beyond.

2. Performance Report 1 October 2014 – 31 March 2015

- 2.1 The Committee received the report from the Executive Director of Communities and Environmental Services which provided information on the activities of the Norfolk Record Office (NRO) and its performance against its service plan during the period between 1 April and 30 September 2015.
- 2.2 The Committee, having considered the report, **RESOLVED** to;
- Note the performance against the 2015/16 service plan.
 - Agree to the scale of charges for the digital image service.

3. Re-Imagining Norfolk at the Norfolk Record Office

- 3.1 The Committee received the report from the Executive Director of Communities and Environmental Services which provided members with information on the Re-Imagining Norfolk proposals and its implications for the Norfolk Record Office.
- 3.2 The Committee **RESOLVED** to;
- Note the contents of the report and the changes in the service the Norfolk Record Office would provide.

4. Establishment of a fundraising body to support the Norfolk Record Office

- 4.1 The Committee received the report from the Executive Director of Communities and Environmental Services which outlined the procedure for the proposed establishment of a Foundation Charitable Incorporated Organisation.
- 4.2 The Committee **RESOLVED** to;
- Approve the establishment of a Foundation Charitable Incorporated Organisation as outlined in the report.

Dr C. J. Kemp, Chairman

PROPORTIONAL ALLOCATION OF SEATS ON COMMITTEES

Report by Head of Democratic Services

1.0 Introduction

1.1 Sections 13 and 15 of the Local Government and Housing Act 1989 and subsequent regulations relate to the voting rights of members and regularise the pattern of political balance of local authority committees

1.2 Following 2 recent by-elections, the political balance on the County Council has changed and is now:-

Conservative	41
Labour	14
UKIP and Independent	13
Liberal Democrat	10
Green	4
Non-Aligned	2

1.3 Consequently it is necessary to review the allocation of committee places

2.0 Review of Allocation

2.1 The outcome of the review is a revised allocation of the 153 committee places as follows:-

Conservative -	77
Labour -	26
UKIP and Independent -	24
Liberal Democrats -	19
Green -	7
TOTAL -	153

2.2 The table below sets out the allocation of places to each committee when the new proportionality formula is applied to each committee individually.

Committee	Cons	Lab	UKIP and Ind.	Lib Dem	Green
Policy & Resources (17)	8	3	3	2	1
Adult Social Care (17)	8	3	3	2	1
Children's Services (17)	8	3	3	2	1
Communities (17)	8	3	3	2	1
Environment, Devt & Transport (17)	8	3	3	2	1
Planning Regulatory (17)	8	3	3	2	1
Economic Development Sub-Cttee (9)	5	2	1	1	0
Health Overview & Scrutiny (8)	4	1	1	1	1
Audit (7)	4	1	1	1	0
Standards (7)	4	1	1	1	0
Emergency (5)	2	1	1	1	0
General Purposes (5)	2	1	1	1	0
Pensions (5)	2	1	1	1	0
Personnel (5)	2	1	1	1	0
Total Allocated (153)	73	27	26	20	7
Overall number of places that each group should have	77	26	24	19	7

2.3 The table shows that there is a need to address the following discrepancies between the overall number of places to which each group is entitled (bottom row of table) and the overall number of places they have when the new proportionality is applied individually to each committee (penultimate row of table):-

Conservatives – Should have 77 but are only allocated 73 and therefore need to have 4 more places

Labour – Should have 26 but are allocated 27 and therefore need to lose 1 place

UKIP and - Should have 24 but are allocated 26 and therefore need to lose 2 places
Independent

Lib Dem – Should have 19 but are allocated 20 and therefore need to lose 1 place

Greens - Have 7 - No change required

2.4 With reference to the committee allocations in the table above:-

The seat to which the Lib Dems are least entitled is their place on 1 of the committees of 5 members.

The seat to which Labour are least entitled is their place on 1 of the committees of 5 members.

The seats to which UKIP and Independent are least entitled are their 3rd places on 2 of the committees of 17 members

2.5 Consequently:

- 1 of the additional Conservative places should be a Lib Dem place on one of the committees of 5.
- 1 of the additional Conservative places should be a Labour place on one of the committees of 5 but not the same committee as the one on which the Lib Dems give up their place.
- The other 2 additional Conservative places should be a UKIP place on 2 of the committees of 17.

3. Recommendation

- 3.1 The composition of committees is a matter reserved to Full Council, which is therefore asked to determine the allocation of committee places within the parameters set out in paragraph 2.5 of this report.

Officer Contact

If you have any questions about matters contained in this paper please contact Greg Insull, Assistant Head of Democratic Services on 01603 223100 or greg.insull@norfolk.gov.uk