

Minutes of a meeting of the **Council** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Thursday 18 July 2019** at **7.00pm** when there were present:

Mrs K A Vincent – Chairman

Mr A D Adams	Ms N J Harpley	Mr G Peck
Mr S C Beadle	Mrs L H Hemsall	Mr K S Kelly
Mr N J Brennan	Ms S I Holland	Mrs S M Prutton
Mr D J Britcher	Mrs N C Karimi-Ghovanlou	Mr S Riley
Mr P E Bulman	Mr D King	Mr D Roper
Ms S J Catchpole	Dr K E Lawrence	Mr N C Shaw
Mr S M Clancy	Mrs J Leggett	Mr M D Snowling
Mr A D Crotch	Mr K G Leggett	Mrs L A Starling
Mr J J Emsell	Mrs T M Mancini-Boyle	Mr S A Vincent
Mr J F Fisher	Mr M L Murrell	Mr S C Walker
Mr R R Foulger	Ms J A Neesam	Mr J M Ward
Mrs S C Gurney	Mr G K Nurden	Mr F Whymark

Also in attendance were the Managing Director, the Assistant Director Governance & Business Support (Monitoring Officer) and the Committee Officer (DM).

30 TALK AND VIDEO PRESENTATION BY DR C BUSHBY CHIEF EXECUTIVE OF THE BIG C – THE CHAIRMAN’S CHOSEN CHARITY

Members received a presentation by Dr C Bushby, Chief Executive of Norfolk’s Big C Cancer Charity. Cancer incidence rate in the UK was set to increase from 2 million people diagnosed in 2015 to 3.4 million in 2030. Cancer incidence increased significantly with age. Early and improved diagnosis and personalised medication meant people today were living much longer with Cancer and the numbers of people dying from Cancer was reducing. Last year more than 25,461 visits were made to the Big C Centres which offered family counselling, complementary therapy and welfare advice. In 2018, £302,707 had been received by way of research grants and, with the help of the local community, the Big C raised £2,824,050. The majority of funding was received from legacies and income from charity shops, followed by donations, fundraising events and a small sum from interest on receipts held. Since 2014, income from the Big C’s charity shops had increased by 60%. For every £1 received, 80p went directly to front line services offered by Big C.

A new Cancer support centre was now being planned in at Dereham Road, Norwich, away from the existing centre based at the Norfolk and Norwich Hospital. Around 1,100 people in the Norwich area are diagnosed with Cancer each year (14% of the 8,400 people diagnosed each year in Norfolk and Waveney). The Big C support services were in higher demand than ever before with people living longer with and beyond Cancer. The new centre

would be based on the design of the existing centre at the hospital and would be an innovative, modern and caring environment to provide the very best care. Being committed to providing compassionate and effective support and information to all, and mindful of the effect of Cancer in the work place, (the UK's industries lost £5.5 billion each year due to impact of Cancer in the work place) Big C needed to actively engage and work in partnership with organisations across the region. To this end, Big C was launching its first corporate partnership campaign "In Good Company" to support Norfolk employers and work together to improve the lives of Cancer sufferers and to raise collectively raise £20,000 over two years.

The Chairman thanked Dr Bushby for attending the meeting and said she was delighted to have chosen the Big C for her charity for her year in office.

31 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8

Member	Minute No & Heading	Nature of Interest
Mr S Vincent and Mrs K Vincent	42 – Aylsham Neighbourhood Plan	Pecuniary Interest –director of a company engaged in the production of the plan – left the room for this item
Mrs K Vincent on behalf of those Members nominated as Member Champions	44 – Appointment of Member Champions	Other interest – one of the nominated Champions

32 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mrs B Cook, Mrs J K Copplestone, Ms R M Grattan, Miss S Lawn, Mr I J Mackie, Mr I N Moncur, Mr D M Thomas and Miss J L Thomas.

33 MINUTES

The Minutes of the meeting held on 21 May 2019 were confirmed as a correct record and signed by the Chairman.

34 ANNOUNCEMENTS

Members noted the civic engagements undertaken by the Chairman and Vice-Chairman of the Council since the last meeting.

The Portfolio Holder for Planning (Mrs Hempsall) reported on her attendance at a recent Transforming Cities meeting and that the County Council, Norwich City Council, Broadland District Council and South Norfolk Council had together successfully bid to the Department for Transport for £100m of

funding from the Transforming Cities Fund through Transport for Norwich. The fund aimed to make it easier for people to access jobs, training and retail, and also aimed to respond to issues around air quality. A detailed report would be presented to the Place Shaping Panel in due course on the projects coming forward which would have an impact in Broadland and she invited all Members to attend the Panel meeting.

The Portfolio Holder for Housing and Wellbeing (Mr Whymark) reported on a project currently being worked on jointly by Broadland and South Norfolk to secure funding of £128k from the Ministry of Housing Communities and Local Government for work in helping rough sleepers. Working with a variety of partners, the project aimed to help rough sleepers and those at risk of becoming homeless. Rough sleepers would be offered 72 hours of accommodation together with a range of other support before moving on to longer term accommodation. A rough sleeping count was due to take place in Diss and Thorpe St Andrew. The bid had been possible because of joint working between the two councils.

The Portfolio Holder for Environmental Excellence (Mrs Leggett) reported that a review was being undertaken jointly with South Norfolk of waste services and that further details of the work would follow.

The Managing Director reported that the Joint Appointments Panel had met recently to interview a very strong shortlist of candidates for the remaining four Assistant Director posts. The post of Assistant Director of Planning had been offered to an internal candidate, Helen Mellors, with the remaining posts being offered to external candidates. The names of the appointed candidates would be confirmed following their formal acceptance of the posts.

The Managing Director reported on his attendance at the Local Government Conference and two key themes emerging: the need for local government to take the initiative to look at ways of working more collaboratively pending a more formal requirement to do so and the likelihood of delayed notice of the local government finance settlement with priority being given to health and defence and the need for the Council to determine its budget without clarity on the settlement.

35 QUESTIONS FROM THE PUBLIC

It was noted that there had been no questions received from the public.

36 PUBLIC SPEAKING

It was noted that there had been no requests for public speaking.

37 OVERVIEW AND SCRUTINY COMMITTEE

The Minutes of the Overview and Scrutiny Committee meetings held on 4 June, 18 June and 2 July 2019 were received.

The Chairman of the Committee drew attention to the recommendation to Cabinet by the Overview and Scrutiny Committee relating to the pay award and that he wished to discuss this matter. He was advised to raise this when Council considered the Cabinet Minutes.

38 CABINET

The Minutes of the meetings held on 11 June and 9 July 2019 were received.

11 June 2019

Minute no 6 – Performance Related Pay 2019

The Leader of the Council reminded the Chairman of the Overview and Scrutiny Committee that due process had taken place regarding this matter with the recommendations of the Overview and Scrutiny Committee being considered and resolved by Cabinet. The Cabinet decision could have been “called in” but this had not been done. There was no provision to raise the matter at this stage. The Chairman of the Overview and Scrutiny Committee stated he understood that the Cabinet decision was required to be endorsed by Council and that in the past such matters had been raised and considered. He was advised that the matter was resolved by Cabinet and was not a recommendation to Council.

Note – later in the meeting the Managing Director indicated that, should he wish to, the Chairman of the Overview and Scrutiny Committee was at liberty to ask a question in relation to the Cabinet Minutes in accordance with the Constitution. The Chairman of the Overview and Scrutiny Committee indicated he did not wish to raise a question.

Minute no 5 – Update to Local Development Scheme

The Portfolio Holder for Planning invited Council to approve the proposed amendments.

RESOLVED:

to approve the following amendments to the current Local Development Scheme:

“What is the relationship with other Local Plans?

In Broadland the GNLP will supersede

- (i) the Joint Core Strategy (JCS) for Broadland, Norwich and South Norfolk (adopted March 2011, amendments adopted January 2014),
- (ii) the Broadland Site Allocations DPD.

~~(iii)~~ The Broadland OSRT Growth Triangle Area Action Plan (DPD) and the Development Management DPD will not be superseded, though there may be elements of the GNLP that add to, amend or replace parts of those documents.

~~It~~ The GNLP will be a component of the overall Broadland Development Plan, in conjunction with the Development Management other retained DPDs and any made Neighbourhood Plans”.

9 July 2019

Minute no: 15 – Joint HR Information System

The Portfolio Holder for Transformation and Organisational Development (Mr Emsell) invited Council to support the recommendations.

RESOLVED:

to

- (1) agree that Broadland District Council transfers its HR information (including payroll) on to a commercial HR Information System (iTrent);
- (2) to adopt a two-stage approach, transferring HR employee data on to the system in the first phase and transferring employee and Member payroll data in the second phase.

Recommendations arising from Minute numbers 20 and 21 of the Cabinet meeting on 9 July 2019 were considered at the end of the meeting (see Minute 48 below).

39 PLANNING COMMITTEE

The Decisions of the Planning Committee meeting held on 12 June 2019 were received.

40 LICENSING AND REGULATORY COMMITTEE

The non-exempt Minutes of the Licensing and Regulatory Committee meeting held on 5 June 2019 were received.

41 AUDIT COMMITTEE

The Minutes of the Audit Committee meeting held on 4 July 2019 were received. The Chairman of the Audit Committee invited any substitute Members of the Committee not formally appointed by a Member of the Committee to substitute for them to attend any meetings to observe proceedings.

42 AYLSHAM NEIGHBOURHOOD PLAN

[Councillor K Vincent and Councillor S Vincent left the meeting for this item and the Vice-Chairman of the Council took the chair for this item only.]

The Portfolio Holder for Planning congratulated the Town Council on the production of its Neighbourhood Plan which, following the positive outcome of the referendum, would become part of the Council's Development Plan. The Council was very supportive of the production of local plans by Towns and Parishes in Broadland and she invited Council to make the Aylsham Neighbourhood Plan.

RESOLVED

to formally make the Aylsham Neighbourhood Plan.

43 MONITORING OFFICERS REPORT

Members considered the report of the Monitoring Officer who advised that the reference to 10 seats for the Conservatives on the Panels should be 7 seats. (paragraph 2.4 of the report). Members confirmed their support for reports back on outside bodies and a preference for written reports rather than verbal updates as part of Item 6 on the agenda – Announcements.

RESOLVED:

to

- (1) note the updated membership for the Council's Panels – membership of which would increase from 9 seats to 10 seats to allow a seat to be

allocated to the Labour Group and the updated appointments be notified to the Monitoring Officer;

- (2) note the Liberal Democrat representative on the Joint Scrutiny Committee will be Ms S Holland;
- (3) approve the requirement for Members to report back on outside body meetings.

44 APPOINTMENT OF MEMBER CHAMPIONS

Council considered the appointments made by the Member Development Panel at its meeting on 20 June 2019 and it was

RESOLVED

to ratify the following appointments of Member Champions:

Community Engagement – Mr D King
Community Safety – Miss S Lawn
Heritage – Mrs K Vincent
Older People – Mrs S Prutton
Sport – Miss J Thomas
Young People – Ms R Grattan

45 QUESTIONS FROM MEMBERS

It was noted that there had been no questions received from Members.

46 FEEDBACK FROM MEMBERS ON OUTSIDE BODIES

Members received the feedback from Mr Foulger on his attendance at the parliamentary reception regarding the A47 improvements. Great pressure had been applied by the A47 Alliance over a number of years for the improvements to this road and in relation to the delays in delivering the improvements.

Members thanked Mr Foulger for his continued efforts to support this campaign and acknowledged the disappointment at the delays in delivering the various phases of the works. The Acle straight was due for commencement in 2020 with the Blofield to Burlingham section prioritised as the next phase. A proposal was made that the Council make representations to the Member of Parliament about the continued delays in delivering this project and urging them to ensure the improvements proceeded without any

further delay.

There was unanimous support for this proposal and it was

RESOLVED

to make representations to the Member of Parliament about the continued delays in delivering this project and urging them to ensure the improvements proceed without any further delay.

47 MOTIONS

It was noted that there had been no motions received from Members.

48 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

to exclude the Press and public from the meeting for the following items of business because otherwise, information which was exempt information by virtue of Paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972, would be disclosed to them.

49 CABINET

9 July 2019

Minute no: 20 – Disposal of Land in Broadland District Council Ownership

RESOLVED:

to agree the sale of the land as set out in the exempt appendix to these Minutes.

Minute no: 21 North West Woodland – Land Acquisition

RESOLVED:

to agree to front fund the initial costs as set out in the exempt appendix to these Minutes.

The meeting closed at 8:30pm