COUNCIL

Monday 18 September 2017

7.30 pm
Council Chamber
South Norfolk House, Cygnet Court, Long Stratton, Norwich, NR15 2XE

Mr B Duffin – Chairman of the Council
Mr J Overton – Vice-Chairman of the Council

If you have any special requirements in order to attend this meeting, please let us know in advance

Large print version can be made available

This meeting may be filmed, recorded or photographed by the public; however anyone who wishes to do so must inform the Chairman and ensure it is done in a non-disruptive and public manner. Please review the Council’s guidance on filming and recording meetings available in the meeting room.

Group Meetings
Conservatives : Cavell & Colman Rooms 6.30pm
Liberal Democrats : Blomefield Room 6.30 pm

Contact: Claire White on 01508 533669 or democracy@s-norfolk.gov.uk
The Council's Prayer

Agenda

1. Apologies for Absence

2. Urgent Items:
   Any items of business which the Chairman decides should be considered as matters of urgency pursuant to Section 100 B (4) (b) of the Local Government Act, 1972; [Urgent business may only be taken if, "by reason of special circumstances" (which will be recorded in the minutes), the Chairman of the meeting is of the opinion that the item should be considered as a matter of urgency.]

3. To Receive Declarations of Interest from Members

4. To confirm the minutes of the meeting of the Council held on Monday 10 July 2017

5. Chairman’s Announcements

6. To consider any petitions received under Section I of the “Rights of the Public at Meetings”
7. Future Opportunities; (report to follow)

8. Monitoring Officer Report; (report attached – page 14)


10. Questions to Chairmen and Portfolio Holders;

To take questions from Councillors and the Public

Note: Time allocated to be at the discretion of the Chairman. No notice is required of questions; however, it may be necessary for written answers to be provided where an immediate response cannot be supplied. If members choose to submit questions in writing in advance, they will be circulated before the meeting.

a. Cabinet

Please [click here](#) to view the most recent Cabinet minutes available

Questions to the Leader and other Cabinet members

<table>
<thead>
<tr>
<th>Name</th>
<th>Portfolio</th>
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<tbody>
<tr>
<td>John Fuller</td>
<td>Leader, The Economy and External Affairs</td>
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<tr>
<td>Michael Edney</td>
<td>Stronger Communities</td>
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<tr>
<td>Yvonne Bendle</td>
<td>Housing, Leisure, Wellbeing and Early Intervention</td>
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<tr>
<td>Lee Hornby</td>
<td>Regulation and Public Safety</td>
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<td>Kay Mason Billig</td>
<td>Environment and Recycling</td>
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<td>Barry Stone</td>
<td>Finance and Resources</td>
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b. Scrutiny Committee - Questions to the Chairman

Please click here to view the most recent Scrutiny Committee minutes

c. Licensing Appeals and Complaints Committee / Licensing and Gambling Acts Committee – Questions to the Chairman;

Please click here to view the most recent Licensing Committee minutes

d. Development Management Committee – Questions to the Chairman

Please click here to view the most recent Development Management Committee minutes

e. Electoral Arrangements Review Committee – Questions to the Chairman

Please click here to view the most recent Electoral Arrangements Review Committee

11. Outside Bodies – Feedback from Representatives:

   (report from Cllr C Kemp regarding the Norfolk Police and Crime Panel attached – page 24)
DECLARATIONS OF INTEREST AT MEETINGS

Members are asked to declare any interests they have in the meeting. Members are required to identify the nature of the interest and the agenda item to which it relates.

- In the case of other interests, the member may speak and vote on the matter.
- If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed.
- If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting.
- Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.
- In any case, members have the right to remove themselves from the meeting or the voting if they consider, in the circumstances, it is appropriate to do so.

Should Members have any concerns relating to interests they have, they are encouraged to contact the Monitoring Officer (or Deputy) or another member of the Democratic Services Team in advance of the meeting.
COUNCIL

Minutes of a meeting of South Norfolk District Council held at South Norfolk House, Long Stratton on Monday 10 July 2017 at 7.30 pm

Members Present: Councillors, Amis, Bell, Bendle, Bills, Broome, Dale, Dewsbury, Duffin, Easton, Edney, Ellis, Foulger, Fulcher, Fuller, Goldson, Gray, Hardy, L Hornby, Hudson, C Kemp, W Kemp, Kiddie, Larner, Legg, Lewis, Mason-Billig, Minshull, Mooney, Neal, Overton, Palmer, Pond, Riches, J Savage, R Savage, Stone, Thomson, Wheatley, J Wilby and M Wilby

Apologies: Councillors, Bernard, Blundell, Gould, J Hornby, Thomas, and Worsley

Officers in Attendance: The Chief Executive (S Dinneen), the Director of Growth and Business Development (D Lorimer), and the Director of Planning and Environment (T Horspole)

3393 MINUTES

Cllr M Gray referred to the appointment of Margaret Dewsbury as Vice-Chairman of the Growth Infrastructure and Environment Policy Committee, as indicated in Appendix 1 of the minutes of the last meeting, and suggested that this appointment could only be made by Council. Cllr Gray also queried the use of asterisks under the same committee. The Committee Clerk apologised and explained that both the appointment of Cllr Dewbury and the asterisk had been inputted in error. She added that the Appendix included member appointments made by Group Leaders since the Council meeting on 15 May 2017.

Subject to the above change, the minutes of the meeting held on Monday 15 May 2017, were agreed as a correct record, and signed by the Chairman.
CHAIRMAN’S ANNOUNCEMENTS

The Chairman referred to the recent passing of former Councillor and Honorary Alderman, William Dinneen. Mr Dinneen had been a South Norfolk Councillor from 1991 to 2003, sitting on numerous committees and had served as Chairman of the Council during 1999/2000. He had also served as a Parish Councillor for Costessey for 26 years.

Cllr V Bell explained that Mr Dinneen was loved by so many in Costessey, and would be sadly missed by all. She referred to his work for the town, the Town Council and his charity work. Her thoughts were with his wife, Irene, the Chief Executive and their wider family.

Council then stood and observed a minute’s silence in memory of Mr Dinneen.

RECOMMENDATIONS FROM THE CABINET

(a) Performance, Risks, Revenue and Capital Budget Position Report for the Financial Year 2016/17

Cllr B Stone introduced the recommendations from the Cabinet meeting held 12 June 2017.

Cllr Lewis indicated that he was fully supportive of the recommendations, however, he referred to the £700,000 budget for the Better Broadband Grants, which remained unspent. The Community Action Fund had been cut this year to £150,000 and he wondered if the right balance had been achieved in terms of the allocation of funds. In response, Cllr J Fuller stressed the importance of Better Broadband, and the impact it had on local businesses. He suggested that this debate would be more appropriate in October, when discussions around the 2018/19 budget would begin.

It was unanimously

RESOLVED: To

1. Approve the budget virements which exceed £100,000 in accordance with the rules of financial governance;
2. Approve the movements in reserves as outlined in Section 2.3.5;
3. Agree the slippage requests of £785,519 on revenue and £1,937,204 on capital;
4. Agree the amended Capital programme and its financing for the next four financial years as set out in Appendices 7 and 8 of the report.
(b) Treasury Management Annual Report 2016/17

Cllr B Stone introduced the recommendations from the Cabinet meeting held 12 June 2017.

It was unanimously

RESOLVED:

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<td>(a) Note the treasury activity between October 2016 and March 2017 and that it complies with the agreed strategy.</td>
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<td>(b) Approve the 2016/17 prudential indicators for the latter six months of the year</td>
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3396 RULES FOR FINANCIAL GOVERNANCE

Cllr B Stone introduced the report, which presented Council with the proposed revised rules for Financial Governance. Members noted that there were no significant changes, other than changes to job titles.

Cllr T Lewis advised the document had also been considered by the Finance, Resources, Audit and Governance Committee, and he was pleased to note that the proposed changes had now been clearly marked in Appendix 1.

It was then unanimously

RESOLVED: To approve the changes to the Rules of Financial Governance, as outlined at Appendix 1 of the report.
Members considered the report of the Monitoring Officer, which sought approval to make minor amendments to the Council's Scheme of Delegation and the wider constitution.

Cllr J Fuller outlined the proposed amendments to members, referring to the changes to the composition of portfolios, which he felt would deliver a more holistic approach. He advised that Jamie Sutterby, currently the Assistant Director of Health at Hertfordshire County Council, had been appointed as Director of Communities and Well-Being. He hoped that Mr Sutterby would be able to commence his role at South Norfolk in mid-September, but this was yet to be confirmed.

In response to queries regarding the services provided by the Council, Cllr Fuller explained that burials were only carried out by the Council in exceptional circumstances when there had been no known relatives and no estate.

Referring to paragraph 3.1 of the report and the appointment of the Chairman of the Scrutiny Committee, he reminded members that the appointment of Cllr M Dewsbury as Vice-Chairman of the Growth Infrastructure and Environment Committee, would also require approval from Council (see minute 3393).

Referring to the appointment of the Chairman of the Scrutiny Committee, Cllr M Gray suggested that Cllr T Lewis, who had been acting as Chairman since May, should be permitted to continue in this role until the end of the municipal year. He added that the Conservative Group had chaired Scrutiny Committee for the last 9 years, and he understood that it was common practice at other councils to allow the opposition group to chair this Committee. He reminded members that under a previous Liberal Democrat administration, the Conservative Group was permitted to take the Chair.

This proposal was seconded by Cllr V Bell.

Cllr C Kemp explained that it was not normal procedure for the opposition Group to act as Chairman of the Scrutiny Committee, although it could be argued that with a closely contested Council, it would be appropriate. He felt that currently it would not be political common sense to support this proposal, although he felt it helpful and entirely appropriate for the Vice-Chairman to be a member of the opposition.

Cllr Fuller concurred with Cllr Kemp’s comments, but added that he had been very grateful for Cllr Lewis’ assistance in taking on the role since May.

With 4 votes in favour, and 33 against, the proposal was then lost.

It was then unanimously
RESOLVED: To

1. Agree the changes to the scheme of delegation as set out in paragraph 2.1 of this report and detailed in Appendix 1;
2. Note the changes to the FRAG Terms of Reference;
3. Approve the appointment of Councillor Minshull as Chairman of the Scrutiny Committee and Councillor Dewsbury as Vice-Chairman of the Growth Infrastructure and Environment Policy Committee for the municipal year;
4. Note the alteration to the composition of the two portfolios as set out in paragraph 3.2.1 and 3.2.2 of the report.

3398 INVESTORS IN PEOPLE

Members considered the report of the Chief Executive, which informed Council of the findings of the IiP report, and the Council’s response and subsequent recommendations.

Cllr J Fuller presented the report, explaining that South Norfolk had achieved the Platinum accreditation which was an extremely difficult standard to reach. The accreditation would run for a period of 2 years and would then be subject to review. Cllr Fuller paid tribute to the Chief Executive and all the Council’s staff, and members noted that this level of accreditation had only been awarded to 0.05% of top organisations.

Cllr K Mason Billig referred to the excellent relationship members had with staff, and felt that staff appreciated members’ “hands on” approach.

Cllr Lewis advised that the award made him feel proud to be a member of South Norfolk Council.

It was unanimously

RESOLVED: To note the findings in the IiP report in Appendix A and the recommendations in Appendix B
QUESTIONS TO THE CHAIRMEN AND PORTFOLIO HOLDERS

a) Cabinet

Cllr L Neal queried the progress that had been made with regard to business rates relief to support small rural businesses. Cllr J Fuller referred members to the correspondence received from Marcus Jones MP (at page 81 of the agenda). He advised that a report would be considered at the 17 July meeting of the Cabinet, with proposals to amend the Council’s discretionary rate relief scheme, to implement further support for local businesses.

Cllr Gray referred to a public exhibition to be held regarding plans for residential development in Long Stratton and the new bypass. He asked whether this exhibition would include plans for the Hempnall crossroads, or whether this was a separate issue.

Cllr L Hornby did not envisage the Hempnall crossroads being part of the public exhibition. Cllr Fuller explained that the Council would be meeting with developers to discuss their proposals, and he acknowledged the important link between the improvements needed at Hempnall crossroads and the bypass. Cllr M Wilby, also a member of Norfolk County Council, explained that NCC planned to develop a roundabout at the crossroads and was currently bidding for funding to bring this forward. If unsuccessful, this funding would be sought elsewhere.

Cllr M Edney congratulated all staff involved in the South Norfolk on Show, held Sunday 2 July. The day had been a huge success, with good weather and a fabulous variety of entertainment and stalls, and he thanked those staff who had given up their Sunday to make it happen.

b) Scrutiny Committee

There were no questions to the Chairman of the Scrutiny Committee.

c) Licensing Appeals and Complaints Committee /Licensing and Gambling Acts Committee

Cllr D Goldson, Chairman of the Licensing Committee, explained that the Committee had recently dealt with two difficult and complex homelessness reviews, which had involved considerable preparation by officers. He wished to pay tribute to the Housing Options Senior Case Advisor and his team, for the excellent service provided.
d) Development Management Committee

There were no questions to the Chairman of the Development Management Committee.

e) Electoral Arrangements Review Committee

Cllr C Kemp advised that there was to be a meeting of the Electoral Arrangements Review Committee on 15 August regarding draft proposals following the first phase of consultation on the 2017/18 South Norfolk Community Governance Review. He explained that a working group made up of himself, Cllr Kiddie, and Cllr T Lewis, would meet before the Committee meeting to consider the responses and make provisional recommendations.

3400 OUTSIDE BODIES – FEEDBACK FROM REPRESENTATIVES

Members noted the report from Cllr C Kemp, regarding the Norfolk Police and Crime Panel. Cllr Kemp informed members that an advertisement had gone out seeking a co-opted member of the Panel, and he asked that if any member knew of any suitable and interested candidates, to let him know.

3401 CORRESPONDENCE RECEIVED

Members noted the letter received from the Department for Communities and Local Government regarding Business Rates Reliefs.

(The meeting concluded at 8.24 pm)
### CIVIC ENGAGEMENTS FOR THE CHAIRMAN and VICE CHAIRMAN FOR THE PERIOD: 11 July to 18 September 2017

<table>
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<tr>
<th>Date</th>
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| 14 July      | **Visit to Great Yarmouth**  
Accompanying the Lord Mayor, Sheriff of Norwich and the Mayor of Great Yarmouth to an event hosted by the Broads Authority. |
| 14 July      | **Opening**  
The official opening of the new community building at Gissing. |
| 21 July      | **Change of Command Ceremony**  
Held at RAF Mildenhall, a ceremony at which the command of the 100th Air Refuelling was relinquished to a new colonel. |
| 23 July      | **Civic Service**  
The annual civic service hosted by the Mayor of Great Yarmouth. |
| 4 August     | **Summer Lunch Reception and Open House**  
The annual civic Summer lunch hosted jointly by RAF Lakenheath and RAF Mildenhall. |
| 5 September  | **Annual General Meeting**  
AGM of the Norfolk County Scout Council. |
| 7 September  | **Civic Reception**  
A reception held on a steam train at the North Norfolk Railway, Sheringham, hosted by the Chairman of North Norfolk District Council. |
| 8 September  | **Turning the Sod**  
To turn the sod at a new specialist supported housing development in Hingham to help adults with learning and physical disabilities to live more independently. |
| 10 September | **Civic Reception and Maritime Festival**  
To attend the closing ceremony of the Maritime Festival, followed by a reception on board the tall ship, Kaskelot, hosted by the Mayor. |
| 11 September | **Opening of Battle of Britain Week**  
Formal opening, followed by a parade and including the exercising of the Freedom of the City of Norwich by RAF Marham. |
| 14 September | **Celebration and Reception**  
A service hosted by the High Sheriff in celebration of volunteering, followed by a reception. |
| 15 September | **Battle of Britain Commemorative Event**  
Commemorating the anniversary of the Battle of Britain, to include a spitfire fly-past and a parade. |
| 17 September | **Battle of Britain Service**  
A service held at Norwich Cathedral to commemorate the anniversary of the Battle of Britain, hosted by the Sheriff and Lord Mayor. |
Council
18 September 2017
Agenda Item 8

Monitoring Officer Report

Report of the Monitoring Officer
Cabinet Member: John Fuller, Leader of the Council

CONTACT
Tim Horspole, 01508 533806
thorpspole@s-norfolk.gov.uk
1. Introduction

1.1 This report seeks approval to make minor amendments to the Council’s Constitution and reports on fraud activity under the Regulation of Investigatory Powers Act 2000 (RIPA).

2. Amendments to the Constitution

Scheme of Delegation - Enforcement to Development Management

2.1 At the meeting of Scrutiny Committee on 25 May 2017, members reviewed the Council’s compliance and enforcement policy. As part of this, members discussed the scheme of delegation and suggested that it would be beneficial to review the Scheme in relation to enforcement action to extend these delegated powers for breaches in certain circumstances. This would reduce costs and shorten the lengthy processes involved. The Committee resolved to formally recommend that officers review the Scheme of Delegation with regard to enforcement action and recommend changes to Council, as appropriate.

2.2 In consultation with the Leader, Portfolio Holder, Deputy Portfolio Holder and the Chairman of the Development Management Committee; Officers have undertaken a review of the Scheme of Delegation and propose a new scheme (outlined in appendix 1 of this report). In summary, the proposed scheme would allow officers to:

- notify interested parties that enforcement action will not be taken, in consultation with local member(s)
- serve notices and take action in cases that do not involve employment development, in consultation with local member(s) – without the need to refer to the Development Management Committee

All cases that involve employment development will continue to be considered by Development Management Committee, or can be referred to the Committee at the request of the local member(s).
Terms of Reference: Finance, Resources, Audit and Governance (FRAG) Committee

2.3 The Monitoring Officer has been requested to amend the Terms of Reference of the FRAG Committee to allow the Committee to approve the Internal Auditor’s annual plans and the Head of Internal Audit’s annual report and opinion. The current process often results in the annual plans being approved after they have been implemented, and as the annual report and opinion is linked to the statement of accounts, which FRAG currently approves, it is considered best practice to approve all relevant documents at the same meeting to provide a comprehensive approach to this process. The proposed changes are represented below in the extract of the Terms of Reference – the items in bold italics have moved from paragraph 4.1.3 to 4.1.4.

4.1.3. To specifically review, making recommendations to Cabinet where appropriate:

    a. The draft statement of accounts, considering whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements that need to be brought to the attention of cabinet prior to external audit;
    b. The final statement of accounts;
    c. The external auditor’s report on the statement of accounts;
    d. The effectiveness of the Council’s internal audit service;
    e. The external auditor’s annual plans.

4.1.4. To approve:

    a. The statement of accounts;
    b. The annual governance statement;
    c. The Internal Auditor’s annual plans;
    d. The Head of Internal Audit’s annual report and opinion.

Membership of Committees

2.4 The Leader has notified the Monitoring Officer of a change to the membership of the Emergency Committee; Cllr Kiddie has replaced Cllr Legg. Council is requested to note this change.
3. **Counter-Fraud Activity**

3.1 The Finance, Resources, Audit and Governance Committee (FRAG) receives an annual report on counter fraud activity in the event of there being anything significant to report. In the past two years, there has not been a need to report formally to the FRAG Committee in respect of this, however it was considered prudent to confirm the current position to members within this report. The Council continues to support a strong counter-fraud culture which ensures that fraud is prevented and detected in an efficient and timely manner. The use of the Regulation of Investigatory Powers Act 2000 (RIPA) powers has not been required since the last report was presented to FRAG in July 2015.

4. **Recommendations**

Council is requested to:

4.1 Agree the changes to the Scheme of Delegation (Enforcement of Development Control) as set out in paragraph 2.1 of this report and detailed in appendix 1;

4.2 Agree the amendment to the FRAG Terms of Reference as detailed in paragraph 2.3 of this report;

4.3 Note the change to the membership of the Emergency Committee;

4.4 Note the Council’s position in relation to counter-fraud activity
Annual Report on Standards Activity

Report of the Monitoring Officer
Chairman of the Standards Committee, Kay Mason Billig

CONTACT
Tim Horspole, 01508 533806
thorspole@s-norfolk.gov.uk
1. Foreword

1.1. The operation of our Standards regime continues to work well, and we have had little cause to call on the Chairman/Vice Chairman for appeals or to go to a full Standards Committee hearing since the last report. However, it is disappointing that the Monitoring Officer received a significant number of complaints in 2016/17. Despite this, the Monitoring Officer and Independent Person have worked successfully to ensure that complaints are dealt with effectively and any resulting action provides a long lasting resolution for all parties.

1.2. It appears that the nature of complaints is shifting and are increasingly received from fellow Councillors and Clerks. This could be for a number of reasons and will be monitored in order to identify any solutions that may be offered or recommended to parish councils to help resolve conflicts or issues that may be leading to such complaints.

1.3. I am always grateful to the staff, especially The Monitoring Officer and our Independent Person. They put in a great deal of time and effort in often challenging circumstances and we are grateful for their expertise and skill in handling these sensitive situations.
2. Introduction

2.1 This is now the fifth annual report of the Standards Committee, following the transition to a localised Standards Regime introduced under the Localism Act 2011.

2.2 The report outlines how the Standards regime has operated during 2016/17 at South Norfolk Council, and how the Council fulfils its duty to promote and maintain high standards of conduct by members and co-opted members across the District.

3. Standards Allegations and Investigations

3.1 As reported in the last annual report, the positive trend of a reduction in the number of complaints received was beginning to shift. It is disappointing to report that complaints have risen significantly and almost tripled compared to last year, as outlined below.

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<tr>
<th>Year</th>
<th>Number of complaints</th>
<th>Outcomes</th>
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<td></td>
<td>TOTAL</td>
<td>Parish</td>
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<td>2013/14</td>
<td>12</td>
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<td>2016/17</td>
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3.2 It was necessary to refer one case to the Standards Committee in December 2016, which resulted in a District Councillor having been found to have breached the Code of Conduct. In addition, half of all complaints have resulted in some form of other action being recommended. This is in stark contrast to last year when only one complaint resulted in other action – namely an investigation.
3.3 Other action this year included the formation of a Working Group to review governance arrangements at Wymondham Town Council. This arose from complaints regarding Town Councillors, however the circumstances of these complaints and issues facing the Town Council at the time prompted a more inclusive solution, which involved a number of stakeholders to ensure a lasting outcome for the Town Council and residents. The Group consisted of Wymondham Town Councillors, the Town Clerk, Community representatives and the Monitoring Officer and Deputy Monitoring Officer of South Norfolk Council. The Group met over a number of months to consider a variety of issues, covering:

a) **Standing Orders and Decision Making Processes** – ensuring that it was clear why decisions had been made and documentation is available for members of the public to understand the Town Council’s view;

b) **Relationship with the Public** – ensuring that the Town Council is proactive in communicating its message; using all appropriate methods of communication in the right way

c) **Internal Relationships between Councillors and the role of Councillors and the Clerk**

The Working Group made 22 recommendations to the Town Council, which were accepted by the Town Council in February 2017. The Town Council subsequently formed a Time and Task Group, which is currently considering the recommendations in more detail.

3.4 Additional other action has included recommending training in five cases where it was considered that wider training to all members of the Council would assist them to fully understand their obligations with regard to declaring and registering interests. The Monitoring Officer received six complaints relating to councillors potentially failing to declare and register the correct interests, however it was found that in all cases these instances resulted from a general lack of understand of what was required rather than any deliberate action to gain an advantage.

3.5 There has also been a rise in complaints received from individuals with a direct connection to Parish Councils – fellow councillors and Parish Clerks. It is always disappointing to receive complaints of this nature as it often indicates a lack of cohesion or breakdown in communication and relationships amongst councillors and officers. In one case we recommended mediation, although unfortunately this was not deemed feasible, however a further complaint relating to the Parish Council led the Monitoring Officer to recommend that the Parish Council implement (and if necessary fund) an action plan to include training and guidance on their responsibilities under the Code of Conduct and in conflict resolution, with a view to improving working relations between elected members and officers through more effective communication and improved conduct.
3.6 Furthermore, although we have received 19 complaints in relation to Town and Parish Councils, it is important to view these in context. These complaints have related to only five Town and Parish Councils; all of which received at least two complaints. Seven complaints were directed at Councillors of one single Council.

3.7 No decision was appealed in 2016/17 which is encouraging in light of the increase in number of complaints. Furthermore, in all cases the Monitoring Officer’s views were consistent with those of the appointed Independent Person, Mr Alex Oram.

3.8 We have also had several concerns raised with us regarding the operation of Parish Councils, whilst this is not in the remit of the Monitoring Officer to consider, these concerns have been raised with the relevant Parish Council where they are significant, and advice given in order to overcome such issues. It is considered that well run Councils which have adequate standing orders should be more able to operate within the Standards framework.

4. Upholding High Standards of Conduct

4.1 District Councillors undertook an extensive training and induction programme during the 2015/16 to support the integration of new Councillors into the organisation. A further refresher session was held in February 2017 which focussed on the Nolan principles of public life and the practicalities of operating in line with these. The training also highlighted emerging cases to draw attention to common pitfalls. More generally, the Monitoring Officer and Deputy Monitoring Officer continued to provide free training to Parish Councils when requested or recommended.

4.2 The Council’s Code of Corporate Governance was reviewed following CIPFA’s recent update “Delivering Good Governance in Local Government Framework”. The revised framework was approved by Council on 15 May 2017 and places great emphasis on the values of the organisation as the basis for effective decision making and positive outcomes.
5. Looking Ahead

5.1 2017/18 has already resulted in several complaints in relation to two cases. One issue (which attracted complaints from three individuals) related to a member of the Council referred to in paragraph 3.6 of this report, (seven complaints were directed at Councillors of this Council in 2016/17). As a result, the Monitoring Officer has written to the Parish Council highlighting the level of complaints received about councillors of this Parish Council and encouraging them to review their standing orders to ensure they are clear and sufficient to address major issues. It was also recommended that they consider getting all officers / councillors to work together on a more prescriptive member / officer protocol. It is hoped that this will have a positive effect on the number of complaints received in 2017/18 in relation to this Parish Council.

5.2 On a national scale, the Committee for Standards in Public Life, which has kept a watching brief on Local Government Standards given its concern as to the effectiveness of the sanctions regime. They intend to undertake a review of Local Government Standards in 2017/18 and this review will be based around a consultation that will be launched in early 2018, which the Council will wish to respond to in due course.

6. Recommendation

6.1 Council is requested to endorse the Annual Report of the Standards Committee
POLICE AND CRIME PANEL FOR NORFOLK

History is little more than the register of the crimes, follies, and misfortunes of mankind.
Edward Gibbon, The Decline and Fall of the Roman Empire, chapter 3.

1. Since I last reported to the District Council there has been no meeting of the Police and Crime Panel but the functions which I discharge as an individual member of the Panel have continued unabated.

2. The Chairman of the Panel, Cllr William Richmond, and I met with the consultant from Messrs Grant Thornton who are preparing an Options Appraisal as required by the Policing and Crime Act 2017 as a preliminary to any proposal for the Police and Crime Commissioner to take on the functions of the Fire and Rescue Authority for Norfolk. Only if the Options Appraisal indicates improvements in efficiency, more economical use of public resources and the maintenance of standards of public safety can the Commissioner proceed to the next stage.

3. In connection with the possible addition of the Fire and Rescue service to those within the statutory overview of the Commissioner, I will have attended, by the time the District Council meets, two Local Government Association workshops on the implications to Panels whose Commissioners add Fire and Rescue to their remit. There are additional scrutiny and oversight functions which Panels will assume in cases where such an arrangement comes into operation.

4. Another area where the Panels are taking on additional functions is in relation to the supervision of complaints against the Police. Under arrangements coming into operation next year, Commissioners will supervise the professional discipline function undertaken by the Chief Constable in relation to the officers under his command. As the Commissioner holds the Chief Constable to account (and the Panel in turn hold the Commissioner to account) it is anticipated that this change will lead to an increase in complaints against Commissioners, eg: from those dissatisfied with the disciplinary decisions of the Chief Constable. As one of the members of the Panel authorised to deal with complaints, I have received regular briefings as the Home Office refines its intentions how these additional duties should be performed.

(Dr) C J Kemp,
06/09/2017