CABINET

Minutes of a meeting of the Cabinet of South Norfolk District Council held at South Norfolk House, Long Stratton on Monday 15 September 2014 at 9.00 am.

Members Present:

Cabinet: Councillors J Fuller (Chairman) Y Bendle, D Bills, G Wheatley, M Wilby

Apologies: Councillor K Kiddie

Non-Appointed: Councillors Dale, Edney, Ellis, Hornby, Legg, Lewis, Mooney, Neal, Palmer, Pond, Riches, R Savage, Walden and Weeks

Also in attendance: One member of the press and one member of the public.

Officers in Attendance: The Chief Executive (S Dinneen), the Director of Environment and Housing (A Jarvis), the Acting Director of Business Improvement (D Lorimer), the Head of Business Improvement (P Kearsey), the Development Manager (H Mellors) the Property Manager (R Garfoot), the Senior Planning Officer (S Marjoram), the Accountancy Manager (M Fernandez-Graham), and the Business Improvement Manager (W Salmons).

2316 DECLARATIONS OF INTEREST

Cllr D Bills declared another interest in the matter detailed below:

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<tr>
<th>Minute No.</th>
<th>Title of Report</th>
<th>Reason for Declaration</th>
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<tbody>
<tr>
<td>2326</td>
<td>CNC Expansion: Fenland</td>
<td>Chairman of CNC Consultancy Services and member of the CNC Board</td>
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2317 MINUTES

The minutes of the meeting held on 28 July 2014 were agreed as a correct record and signed by the Chairman.
2318 DIGITAL WORKING FOR SNC MEMBERS 2015-2019

The subject of the decision

Cllr D Bills introduced the report, which set out proposals for digital working for members, following the election in May 2015.

The Head of Business Improvement outlined the benefits of working electronically and agreed that members would require training and support, especially through the transition period. He accepted that there might be rare occasions where printed copies of reports were required, but he explained that thought would be given to the formatting of documents to ensure that they could be successfully viewed on a tablet device. In response to questions, he explained that annotation apps would allow members to make notes and comments directly on to the electronically displayed reports. He also advised that an air print system was to be installed, allowing members to print directly from their tablets, whilst in the Council offices.

During discussion, the Chief Executive informed members that Senior Management Team meetings had already gone “paperless”, with Directors accessing all papers electronically. Although there had been a few teething problems, the new way of working was proving successful. Cllr M Wilby referred to Norfolk County Council where members had been working electronically for over a year. The occasional paper copy of an agenda was required, but 95% of members were successfully accessing their agendas within meetings via tablets.

Cllr R Savage addressed the meeting with concerns regarding the proposals to insist that following the election, all new members used their own tablet devices for council business. However this did not apply to returning members who could opt for a council owned device if preferred. Cllr Savage stressed that this could lead to a disenfranchisement of potential candidates, who did not own their own device and were not independently wealthy. After some discussion, members agreed that new and returning members should be treated equally, and that the policy should be amended to reflect that all members, whether they be new or re-elected, could opt for a council owned device, if that was their preference.

The Decision

**RESOLVED:**

To endorse:

1. the commitment to increasing connectivity by embracing digital working, while reducing the impact on key support services.

2. the move to full use of mobile devices for formal meetings for Members in 2015/16 following the next full council election at SNC, subject to the equal treatment of new and returning councillors.

The Reasons for the Decision

To move with partner organisations in embracing mobile technology, whilst creating efficiencies and savings.
Other Options Considered
- That all new members after the May 2015 election, provide their own mobile device.

2319 GREATER NORWICH GROWTH PROGRAMME 2015/16 – SOUTH NORFOLK BUSINESS PLAN

The Subject of the Decision

Members considered the report of the Director of Growth and Localism, which proposed an Annual Business Plan for 2015/16, for strategic infrastructure projects in South Norfolk, to support planned growth in the Joint Core Strategy and emerging Local Plan documents.

The Chairman outlined the salient points of the report to members. He was pleased that the Business Plan also identified key projects where development was needed during 2015/16 and members noted that such projects included the Hempnall crossroads and the Long Stratton Bypass.

Responding to questions, the Senior Planning Officer advised that the Business Plan was still evolving; implementation groups had been set up to consider priorities for Green Infrastructure and the Norwich Area Transportation Strategy, and members noted that the Highways Agency was fully involved in relevant schemes.

The Decision

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<th>TO RECOMMEND THAT COUNCIL:</th>
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<tr>
<td>1. Agrees the 2015/16 Business Plan for South Norfolk (attached as Appendix A of the report) for consideration by the October meeting of the Greater Norwich Growth Board as part of the 2015/16 Growth Programme; and</td>
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<td>2. Agrees to pool CIL payments for 2015/16 to help ensure the delivery of the Growth Programme.</td>
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The Reasons for the Decision

To promote the delivery of schemes in South Norfolk, ensuring that infrastructure is on track to support the growth set out in the Joint Core Strategy and the Greater Norwich City Deal.

Other Options Considered

None
2320  DCLG TECHNICAL CONSULTATION ON PLANNING

The subject of the decision

Members considered the report of the Development Manager and Planning Policy Manager, which presented members with the proposed response to a DCLG consultation on suggested improvements to the planning system.

The Development Manager briefly outlined her report, explaining that the document had been discussed at a recent informal session of the Environment, Regulation and Planning Policy Committee. She added that the portfolio holder, Cllr K Kiddie (absent from the Cabinet meeting), fully supported the Council’s proposed response.

The Decision

RESOLVED:

To:

1. Approve the Council’s response to the Consultation as outlined in Appendix 1 of the report;

2. Delegate final approval of the document to the Director of Growth and Localism.

The Reasons for the Decision
To ensure that the Council takes advantage of opportunities to influence Government thinking with regard to streamlining the planning system.

Other Options Considered

- Not to respond to the consultation.

2321  BANKING SERVICE CONTRACT AWARD AND INSURANCE TENDER

The subject of the decision

The Chairman introduced the report which informed members of the outcome of the Banking Service Contract Award, and sought approval to conduct a joint procurement exercise to obtain a new insurance contract for the Council.

Following a discussion regarding town and parish councils, the Chief Executive suggested that the Norfolk Association of Local Councils (NALC), might be the appropriate body to co-ordinate a separate insurance procurement process for these organisations.
The Decision

RESOLVED:

To

1. Note the decision to award a contract for banking services to Barclays Bank plc and the timetable for implementation;

2. Approve the decision to procure an insurance provider and to undertake a procurement exercise to achieve this.

The Reasons for the Decision

To achieve efficiency savings through the joint procurement process.

Other Options Considered

None

2322 PROPERTY DEVELOPMENT AT LONG STRATTON

The subject of the decision

The Property Manager introduced her report, which updated members on the progress of the Cygnet House development. She drew members’ attention to paragraph 3 of the report, which provided details regarding the scheme proposals and estimated costs.

Cllr A Pond, local member for Long Stratton, advised Cabinet that he, along with other local councillors, were lobbying for the provision of a zebra crossing along Swan Lane, due to the large number of new dwellings planned for the village.

The Decision

RESOLVED:

To approve the:

1. Proposed approach in submitting a reserved matters planning application;

2. Appointment of Architects and design team;

3. Initiation of the accelerated OJEU procurement;

4. Proposed timeline.

The Reasons for the Decision

To maximise the benefits from the development of the site.

Other Options Considered
• To sell with planning consent

2323 CABINET CORE AGENDA

Members noted the latest version of the Cabinet Core Agenda

2324 EXCLUSION OF THE PUBLIC AND PRESS

It was proposed, seconded and

RESOLVED: that under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 Schedule 12A of the Act (as amended).

2325 DISS HERITAGE TRIANGLE

The subject of the decision

Members considered the exempt report of the Director of Growth and Localism, which outlined plans of the Diss Heritage Triangle, to regenerate the historic centre of Diss.

The Chairman referred to the proposed contributions from South Norfolk Council, and acknowledged that there were some risks associated with the project, although these were offset by the conditions stipulated within the proposed funding package from the Council. The Acting Director of Business Development added that firm costings had now been obtained from the quantity surveyor and that the Diss Heritage Triangle was confident that all the necessary funds could be raised.

The merits of shifting footfall to the centre of the town was debated, during which the Chairman stressed that this was a community led project. The proposed changes to the town would enhance the experience for visitors, and lead to economic benefits for the people of Diss, and arguably the District as a whole.

Following detailed discussion, and representations made from Cllrs G Walden and T Palmer in support of the proposals, Cabinet agreed to support the recommendations of the report.

The Decision

RESOLVED: TO RECOMMEND TO COUNCIL the funding package contained within the report, subject to the following conditions:

1. The successful outcome of the due diligence work;
2. The agreement of Diss town Council to the proposal and payment milestones;
3. Delivery of the payment milestones;
The Diss Heritage Partnership successfully obtaining all the necessary funding.

The Reasons for the Decision

The project has strong links to the Council’s Market Towns Initiative, and will lead to economic outcomes for the town and surrounding district.

Other Options Considered

- Not to contribute to the project
- To offer a reduced funding package

2326 CNC EXPANSION: FENLAND

The subject of the decision

Members considered the exempt report of the Director of Growth and Localism regarding the potential expansion of CNC Building Control and an opportunity to manage the Building Control service for Fenland District Council.

The Head of Business Improvement outlined the key areas of the report to members, stressing the need to market CNC outside of its traditional Norfolk boundaries. Members welcomed the recommendations, noting that Fenland District Council would be seeking member approval at its Cabinet meeting on 18 September.

The Decision

RESOLVED:

To:

1. Agree to provide a Building Control Service on behalf of Fenland District Council, subject to Fenland agreeing to join at their Cabinet on 18/09/2014;

2. Approve transitional funding of £150k, to be made available to draw on as part of the transfer project.

The Reasons for the Decision

To deliver efficiencies and increase levels of income for the Building Control Partnership.

Other Options Considered

- Not to provide a service on behalf of Fenland.
(The meeting concluded at 10.12 am)

Chairman