COUNCIL

Monday 14 December 2015

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

Mr D Bills – Chairman of the Council
Mr G Wheatley – 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.

<table>
<thead>
<tr>
<th>Group Meetings</th>
<th>Time</th>
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<tbody>
<tr>
<td>Conservatives : Cavell &amp; Colman Rooms</td>
<td>6.00pm</td>
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<td>Liberal Democrats : Blomefield Room</td>
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Contact Claire White on 01508 533669 or democracy@s-norfolk.gov.uk
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; (please see guidance – page 6)

4. To confirm the minutes of the meetings of the Council held on Monday 21 September, 19 October and 2 November 2015; (attached – pages 7, 15 and 22)

5. Chairman's Announcements; (engagements attached – page 26)
6. To consider any petitions received under Section I of the “Rights of the Public at Meetings”;

Petition Received 23 October 2015
“To support the re-opening of a vital local community asset, we the undersigned petition South Norfolk Council to investigate the compulsory purchase of the Kings Head Inn, The Street, Pulham St Mary, Diss, IP21 4RD (Land Registry Freehold Title NK154166) to buy that estate outright, with the understanding that any compulsory purchase would be subject to an agreement, to be formed between South Norfolk Council and the residents of Pulham St Mary, to allow the transfer of the site to the residents of Pulham St Mary to re-open the premises under community ownership and to compensate South Norfolk Council for the costs of undertaking the purchase.”

7. Recommendations from the Cabinet

PLEASE REFER TO YOUR CABINET PAPERS FOR THE MEETINGS HELD ON 2 NOVEMBER AND 7 DECEMBER 2015

(i) Capital and Treasury Management Report Quarter 2 2015/16;

(item 8, page 118 of the 2 November Cabinet agenda)

<table>
<thead>
<tr>
<th>RESOLVED:</th>
<th>TO RECOMMEND THAT COUNCIL:</th>
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<tr>
<td></td>
<td>a) Approves the 2015/16 prudential indicators for the quarter and note the breaches of one indicator.</td>
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<td>b) Increases the prudential indicator for the upper limit on exposure to variable rate investments to £30 million.</td>
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<td>c) Notes the treasury activity in quarter two and that it complies with the agreed strategy.</td>
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NOTE: The recommendations for the following items arising from the Cabinet meeting scheduled for 7 December 2015, will be tabled at the meeting

(ii) Corporate Plan 2016-2020; (item 5, separate report)
(iii) Council Tax Support Scheme 2016/17 (item 9, page 134)
(iv) Statement of Licensing Policy (item 10, page 150)
(v) Statement of Gambling Policy (item 11, page 180)

8. Monitoring Officer Report; (report attached – page 28)

9. Questions to Chairmen;
   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.

   Please click here to view the available minutes for the Committees referred to below.

   a. Questions to the Leader, Cllr J Fuller, and then other Cabinet members as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Committee</th>
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<tbody>
<tr>
<td>Martin Wilby</td>
<td>Deputy Leader, Stronger Communities</td>
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<tr>
<td>Yvonne Bendle</td>
<td>Wellbeing and Early Intervention</td>
</tr>
<tr>
<td>Michael Edney</td>
<td>Finance and Resources</td>
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<tr>
<td>Lee Hornby</td>
<td>Regulation and Public Safety</td>
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<tr>
<td>Kay Mason Billig</td>
<td>Environment and Recycling</td>
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b. Scrutiny Committee - questions to the Chairman, Cllr L Neal

c. Licensing, Appeals and Complaints Committee/ Licensing and Gambling Acts Committee - questions to the Chairman, Cllr D Goldson

d. Development Management Committee - questions to the Chairman, Cllr J Mooney

e. Electoral Arrangements Review Committee - questions to the Chairman, Cllr C Kemp

Please click [click here](#) to view the minutes from the meeting held 29 October 2015

10. Outside Bodies – Nplaw Update; (paper attached at page 31)

11. To consider any correspondence
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.
3302 URGENT ITEM – DEVOLUTION IN THE NEW ANGLIA AREA

The Chairman agreed that given the current status of the negotiations across Norfolk and the potential agreement of a negotiation document between the Leaders of the Norfolk authorities and key partners on 22 September 2015, that this item should be considered as a matter of urgency.

Cllr J Fuller outlined the background of the report to members, explaining that the current stage of the process was to indicate a willingness to consider future options. He stressed that failure to be part of the process at this time could result in a failure to reap the significant potential benefits associated with devolution, such as funding to encourage economic growth and infrastructure provision.

Members noted that a meeting between the Leaders within the New Anglia LEP area would take place the following day, to discuss and sign off the negotiation document. On 22 October, there was to be a Government challenge process regarding the
content and governance arrangements of the negotiation document, ahead of its consideration by the Department for Communities and Local Government (DCLG) and announcement in the Autumn Statement on 25 November. Following Government approval, further work and negotiations would then be required, to establish the delivery mechanism for any such proposals.

Discussion followed with regard to the Cornwall Devolution proposal, and members stressed the importance of ensuring that any proposals put forward were right for Norfolk. Cllr Fuller explained that the Government had made it very clear through informal discussions, that there needed to be an alignment between Norfolk and Suffolk, with a “Norfolk only” devolution option not being viewed as viable. There was also a possibility that Cambridgeshire might want to be part of any future combined authority model, although this was by no means a certainty. Members were assured that they would be kept fully up to date through member briefings and by way of special cabinet / council meetings when deemed appropriate.

With regard to a question relating to the role of the Broads Authority in any new combined authority, the Chief Executive explained that Government guidance had indicated that National Parks would be considered separately. The Broads Authority had therefore been consulted and involved in negotiations, however, it would not be an official written partner in any devolution deal.

It was unanimously agreed:

RESOLVED: To

1. Note the contents of the report, and in doing so acknowledge that devolution provides a potential opportunity for the transfer of resources, powers and accountability from central government to local government;
2. Agree that South Norfolk Council follows up work on the initial expression of interest undertaken with partners across the Norfolk and Suffolk area to maximise the opportunity presented by the Government’s commitment to devolution.
3. Delegate to the Chief Executive, in consultation with the Leader of the Council, any resources required, providing costs are met from the existing approved council budget.

3303 DECLARATIONS OF INTEREST

<table>
<thead>
<tr>
<th>Member</th>
<th>Interest</th>
<th>Nature of Interest</th>
<th>Minute No.</th>
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<tbody>
<tr>
<td>Cllr M Gray</td>
<td>Other</td>
<td>Member of the Broads Authority</td>
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<tr>
<td>Cllr K Mason Billig</td>
<td>Pecuniary (Cllr Mason Billig left the room for the duration of this item)</td>
<td>Partner has worked for a company referred to in report</td>
<td>3307</td>
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3304 MINUTES

The minutes of both the Special Council meeting and the Ordinary Council meeting held 13 July 2015, were agreed as correct records and signed by the Chairman.

3305 CHAIRMAN’S ANNOUNCEMENTS

Members noted the Chairman’s and Vice-Chairman’s engagements since the last meeting of the Council. The Chairman made reference to the Chairman’s reception to be held the following Friday at the Centrum Building, Norwich Research Park.

3306 NOTICE OF MOTIONS

Cllr T Lewis and Cllr M Gray

Cllr T Lewis moved the following motion, which was duly seconded by Cllr M Gray:

“That this Council supports the Government's decision to admit to the United Kingdom refugees who have fled from Syria into neighbouring countries, and stands ready to welcome, and provide its share of support to any that come to South Norfolk.

The Chief Executive is accordingly instructed to notify this to Central Government, the District's MPs and Norfolk County Council.”

Cllr Lewis referred to the recent refugee crisis and the period of ongoing instability on the eastern shores of the Mediterranean. He hoped very much that all members would agree that the Council should admit, welcome and do its very best to support any refugees that enter South Norfolk. He stressed that this motion referred to the agreed number of refugees, legally entering the United Kingdom, having fled from Syria.

Cllr Y Bendle then proposed the following amendment to the motion (papers detailing this amendment were passed to the Liberal Democrat Group):
In the first paragraph, for “stands” substitute “remains”, and, between “and” (the second time that word occurs) and “provide” insert “to continue to”.

In the second paragraph, replace all before “Norfolk” with “To this end, the Council will continue to work with” and, after “Council” add the following:“, the seven Norfolk second-tier authorities, the five Clinical Commissioning Groups in the County and all other relevant statutory and voluntary agencies to deliver the County’s agreed contribution to tackling this situation.”

Cllr Bendle explained that whilst South Norfolk would do everything it could to assist refugees, (referring in particular to the Early Help Hub), a holistic approach was required to ensure a proper re-settlement programme for all refugees entering the area, involving all relevant agencies. Members noted that Norfolk County Council was leading the formation of a common policy across the whole county, involving all the district councils and the five Clinical Commissioning Groups. There was to be a further meeting at the end of the week between the relevant organisations, after which the County Council would communicate the agreed policy to central government.

The amendment was seconded by Cllr C Kemp.

Cllr T Lewis expressed his disappointment that his Group had not had sight of the amendment at an earlier stage, however, he felt the amendments were consistent with what was proposed.

The amendment was then unanimously carried.

Cllr M Gray then proposed a further amendment, “that the last paragraph of the original motion “The Chief Executive is accordingly instructed to notify this to Central Government, the District’s MPs and Norfolk County Council” be reinstated at the end of the new substantive motion.” This amendment was seconded by Cllr T Lewis.

Cllr C Kemp informed Council that he could not support this amendment; the sentence in question had been taken out as part of the first amendment as it was deemed unnecessary. All relevant parties would already be aware of the Council’s sentiments and its willingness to support refugees in to the District. Norfolk County Council would be communicating the agreed policy to central government.

Cllr Lewis could not think of any reason as to why members would object to the Council advertising itself as a willing participant; he hoped members would support the amendment.

With 8 votes for, 24 against, and 5 abstentions, the amendment was lost.

It was then unanimously
RESOLVED: That this Council supports the Government’s decision to admit to the United Kingdom refugees who have fled from Syria into neighbouring countries, and remains ready to welcome, and to continue to provide its share of support to, any that come to South Norfolk.

To this end, the Council will continue to work with Norfolk County Council, the seven Norfolk second-tier authorities, the five Clinical Commissioning Groups in the County and all other relevant statutory and voluntary agencies to deliver the County’s agreed contribution to tackling this situation.

3307 RECOMMENDATIONS FROM THE CABINET

CAPITAL AND TREASURY MANAGEMENT REPORT QUARTER 1 2015/16

Cllr M Edney presented the recommendations from the Council and it was unanimously

RESOLVED: To:

a) Approve the 2015/16 prudential indicators for the quarter

b) Note the treasury activity in quarter one and that it complies with the agreed strategy.

3308 MONITORING OFFICER REPORT

Cllr J Fuller presented the report to members, which outlined the process for the Review of Members’ Allowances and Expenses, to be undertaken in May 2016. Cllr Fuller explained that there was now a need to appoint new members to the Independent Panel, and he paid tribute to Peter Franzen’s contributions to the work of the Panel over the years.

Cllr T Lewis queried whether the Independent Panel would be considering the issue of Members’ tax liability for journeys between their home and the Council offices. Cllr Fuller explained that this would not be necessary; the Chancellor had stated in the July budget that this liability would be lifted come April 2016.

It was unanimously

RESOLVED: To endorse the proposals for the recruitment and appointment of the Independent Panel on Member Remuneration.
3309 CHAIRMEN’S REPORTS

(a) CABINET – REPORT OF THE LEADER

Members noted the report of the Leader of the Council.

In response to a query from Cllr L Dale, Cllr Fuller explained that following a planning appeal for a single dwelling in Caistor St Edmund, the Planning Inspector had indicated that the Council should be using the Sedgefield method of calculating its housing five year land supply, as opposed to the Liverpool method currently used. Members noted that to change the method of calculation, could have far reaching implications for the both the Council and for the Greater Norwich Area, with unachievable targets for the building of new homes. However, following legal advice, the Council had decided not to automatically use all of the Inspector’s reasoning in its future decisions. The Council was awaiting the Inspector’s report on the Council’s Local Plan, and if found sound, the current method of calculation would be deemed satisfactory. He reminded members that a member training event on the Housing Five Year Land Supply was to take place at 5.30pm on 6 October.

With regard to the new development at Poringland, Cllr Fuller explained that he had, that very morning, attended a small ceremony to mark the opening of the first show house, and that the first 5 houses to have been released had already been sold. The quality of the build of all tenures, and commercial properties, was extremely high, and he encouraged all members to go and view the development for themselves. He was particularly proud that only local tradesmen, builders and architects had been used, and he paid tribute to the Director of Business Improvement and the Property Team for their management of the scheme.

In response to a query from Cllr Lewis regarding the Gypsy and Traveller Local Plan Document, Cllr Fuller explained that the implications of the Government’s new Planning Policy for Traveller sites, was still being considered, so as to ensure that the emerging Local Plan had appropriate regard for the new Policy. He welcomed the change that Gypsies and Travellers who had ceased to travel permanently would no longer be classed as Gypsies and Travellers for planning purposes, but explained that there were questions over the burden of proof needed to satisfy the planning definition. He added that the current pitch requirement in the Local Plan might require revisiting, following these changes.

Cllr M Gray asked Cllr Y Bendle, what her views were on Government proposals to extend the Right to Buy to properties owned by housing associations, and possibly to those properties on rural exception sites. Cllr Bendle agreed that the Council had worked hard on preserving affordable housing for local communities; however, she felt it appropriate to reserve her judgement until further details from the Government had emerged. Cllr Gray was disappointed that the Council was not adopting a more proactive approach through lobbying and in response, Cllr Fuller agreed that he could raise concerns with regard to exception sites, through the District Councils’ Network.
Cllr A Thomas asked Cllr Bendle what her view was on a recent report in the Eastern Daily Press (EDP), which indicated that South Norfolk Council did not contribute to the building of new affordable homes. Cllr Bendle explained that she had been bemused by the report which was totally misleading; South Norfolk had in fact delivered more affordable homes than any other district in both Norfolk and Suffolk. The confusion appeared to be in that the article only included those affordable homes built by those councils with their own housing stock. In response to further queries about the article, the Chief Executive confirmed that the Council had not been contacted prior to its publication, but that the EDP had agreed to publish a new story, clarifying the situation.

Cllr V Bell referred to her recent problems installing Apple updates on her iPad and the associated problems with Good Work. She hoped that a review of members’ IT would be held shortly, with all members working from the same platform, and devices purchased by the Council. In response, Cllr M Edney explained that alternatives to Good Work were already being considered. He could not promise that the Council would be providing devices for all members, with members only having recently purchased their own devices, but this would be a consideration for the future.

Cllr G Minshull asked Cllr K Mason Billig for an update regarding recent Reuse Events. Cllr Mason Billig explained that two more events had recently been held in Cringleford and Diss. The Diss event had been extremely successful, with 419 electrical items being recycled, 229 of which had been taken away for re-use by residents. She was pleased to announce that the events had attracted a nomination for a Waste Minimisation Award, the winner to be announced next month at the LARAC conference in Nottingham.

(b) ANNUAL REPORT ON STANDARDS ACTIVITY

Cllr K Mason Billig, the Chairman of the Standards Committee, presented the report on the Council’s standards activity throughout 2014/15. She expressed her thanks to the Monitoring Officer and the Independent Person, who had helped to resolve a number of complaints at an early stage.

It was unanimously

RESOLVED: To adopt the Annual Report of the Standards Committee
(c) SCRUTINY COMMITTEE

Members noted that the Scrutiny Committee had not met since the last meeting of the Council.

(d) LICENSING COMMITTEE

Members noted the report of the Chairman of the Licensing Committee.

(e) DEVELOPMENT MANAGEMENT COMMITTEE

Members noted the report of the Acting Chairman of the Development Management Committee.

Cllr J Mooney thanked all those who had sent him good wishes whilst he was recovering from his accident. He provided an update to members with regard to the Development Management Committee meeting held 16 September.

3310 OUTSIDE BODIES

Cllr J Savage advised members that he had recently attended the SPARSE conference held at Cheltenham, and that he had listened to a number of interesting presentations, including one regarding a Village SOS scheme in Gloucestershire. Papers relating to this, and other issues raised such as broadband in rural areas and the Rural Economic Growth Strategy, were available from Cllr Savage.

Cllr B Duffin advised that ACRE (Action with Communities in Rural England) was overseeing the Village SOS schemes, and that locally, Village SOS Norfolk was being dealt with by Community Action Norfolk.

(The meeting concluded at 8.48 pm)

Chairman
SPECIAL COUNCIL

Minutes of a special meeting of South Norfolk District Council held at South Norfolk House, Long Stratton on Monday 19 October 2015 at 3.00 pm


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

(One member of the public and the press was also in attendance)

3311 URGENT ITEM - DEVOLUTION; UPDATE ON PROGRESS AND NEXT STEPS

The Chairman agreed that given the current status of the negotiations across Norfolk and the Government Challenge session on 4 November, that this item should be considered as a matter of urgency.

Cllr J Fuller began by outlining the background to the report, reminding members that back in September, Council had agreed that the Council should undertake work to maximise the opportunity presented by the Government’s commitment to devolution. Since then, the Leaders from Norfolk and Suffolk had met to discuss an approach and it was agreed at this meeting that a small “Challenge Session team” would represent the interest of the Councils and business to Government. At a further meeting on 14 October, Norfolk and Suffolk Leaders met with the Chairman of the New Anglia Local Enterprise Partnership (LEP) to consider a paper prepared by officials (attached at Appendix 1 of the report), outlining a proposed approach. The Leaders all agreed that prior to the challenge session with Government on 4 November, this paper required strengthening, with particular clarification regarding six points:
• A demonstration of a better understanding of financial implications surrounding the bid as a whole and to define whether certain elements could be afforded
• Given the Chancellor’s announcement at the Conservative Party Conference that only Devolved areas with a Directly Elected Mayor would be able to charge an Infrastructure Surcharge on business rates, whether the absence of a Directly Elected Mayor for Norfolk & Suffolk would be financially too constraining;
• More detail around how strategic transport related matters would be covered, not only for road & rail infrastructure but over bus franchising and passenger transport including through ticketing and concessionary fares;
• A definition as what is meant by “double devolution” of certain powers and finances to a more local level of clusters of districts and how it could operate (taking examples from models in operation in the two counties) within the context of a wider Combined Authority (with/without a directly elected mayor);
• A clear and concise explanation as to what the key benefits of a combined authority could deliver if powers and budgets were devolved from central government over and above what it is possible to deliver at the moment;
• An explicit statement that, whilst it is felt that the Norfolk & Suffolk Combined Authority bid was credible, it would be strengthened, especially in the context of strategic transport and for the promotion of local economic growth, if Cambridgeshire and Peterborough were to join in due course noting the global economic and academic leadership in key industrial sectors in the three counties.

Cllr Fuller explained that he supported devolution in principle; he understood it to be a big opportunity to drive economic growth and generate income for the region. However, he was concerned that the current proposals had failed to outline what devolution would mean to the “man on the street”, with no detail regarding what was on offer, whether proposals were financially sustainable for Norfolk and Suffolk, and a lack of detail on future governance arrangements. The document contained high level principles, but lacked any real detail or shape.

Cllr M Gray suggested that devolution was introducing a new tier of government, similar to that of the recently abolished Regional Assembly. He felt there to be too many unanswered questions regarding finance, cost and governance arrangements. He stressed the importance of not losing sight of the key issue, which was whether or not the public would benefit from this change. He feared that devolution would only add a new level of complexity to local government.

In response, Cllr Fuller explained that he shared the concerns of Cllr Gray. He too had been dissatisfied with the content of the paper, and he had been disappointed that there had been no reference made to successful joint initiatives such as the Greater Norwich Partnership and Greater Norwich Growth Board. He also made reference to the CNC Building Control and the Flood Defence Partnership, all achieved without devolution. In response to queries, he confirmed that any new body would be a statutory body with tax raising powers.

Cllr M Gray suggested that any decisions to progress the matter should be on a cross party basis and he moved an amendment to the recommendations (shown below in bold):
“that the Chief Executive and the Leader of the Council, and Leader of the Opposition be authorised to progress this approach…”

Considerable discussion followed, during which members expressed concerns regarding governance arrangements and resources, and whether an elected mayor would be a suitable option for Norfolk and Suffolk. Some members expressed disappointment and surprise that Cllr Fuller was not a member of the “Challenge Team”, and would not be representing South Norfolk Council at the Challenge Session with Government on 4 November.

Cllr C Kemp then moved the following amendments to the recommendations of the report:

Replace the recommendations with
1. That the Council agrees the next steps for devolution as outlined in Appendix One, subject to receiving satisfactory assurances on all the additional points set out in paragraph 2.3;
2. In particular, any proposed governance arrangements for devolution should thoroughly reflect its democratic anchorage — both by elections and accountability — in the communities which it is both to represent and to serve;
3. That the Chief Executive and the Leader of the Council be authorised to progress this approach on the understanding that any formal commitment to devolution would be subject to further Council resolution;
4. That to that end 2nd November 2015 be reserved as a date for a further special meeting of the Council to enable it to give informed instructions to its delegates at the meeting of the Challenge Panel on 4th November 2015 in the light of progress achieved in the interim; and
5. That the terms of this resolution be communicated to the Leader and Chief Executive of each principal authority in Norfolk and Suffolk, the Chairman of the New Anglia LEP, each Member of Parliament for a Norfolk or Suffolk constituency, the members of the Challenge Panel and the Department of Communities and Local Government.

Cllr Kemp had been disappointed with the lack of detail in the proposals, stressing the need for any new organisation to be democratic and accountable to the people.

(The meeting was then briefly adjourned to allow Cllrs Kemp and Gray to discuss the possibility of merging their amendments)

Following a brief adjournment, Cllr C Kemp withdrew his previous amendment, as did Cllr Gray. Cllr Kemp then proposed a new amendment as follows:
Replace the recommendations with:

1. That the Council agrees the next steps for devolution as outlined in Appendix One, subject to receiving satisfactory assurances on all the additional points set out in paragraph 2.3;

2. In particular, any proposed governance arrangements for devolution should thoroughly reflect its democratic anchorage — both by elections and accountability — in the communities which it is both to represent and to serve;

3. That the Chief Executive and the Leader of the Council (following consultation with the Leader of the Opposition Group) be authorised to progress this approach on the understanding that any formal commitment to devolution would be subject to further Council resolution;

4. That to that end 2nd November 2015 be reserved as a date for a further special meeting of the Council to enable it to give informed instructions to its delegates at the meeting of the Challenge Panel on 4th November 2015 in the light of progress achieved in the interim; and

5. That the terms of this resolution be communicated to the Leader and Chief Executive of each principal authority in Norfolk and Suffolk, the Chairman of the New Anglia LEP, each Member of Parliament for a Norfolk or Suffolk constituency, the members of the Challenge Panel and the Department of Communities and Local Government.

This was seconded by Cllr Gray and then unanimously carried.

Cllr Fuller also suggested that an informal meeting / briefing of the Scrutiny Committee be arranged before 4 November, to give members the opportunity to discuss the issues further and ask questions, outside of a formal setting.

It was then unanimously

RESOLVED: 1. That the Council agrees the next steps for devolution as outlined in Appendix One, subject to receiving satisfactory assurances on all the additional points set out in paragraph 2.3;

2. In particular, any proposed governance arrangements for devolution should thoroughly reflect its democratic anchorage — both by elections and accountability — in the communities which it is both to represent and to serve;

3. That the Chief Executive and the Leader of the Council (following consultation with the Leader of the Opposition Group) be authorised to progress this approach on the understanding that any formal commitment to devolution would be subject to further Council resolution;
4. That to that end 2nd November 2015 be reserved as a date for a further special meeting of the Council to enable it to give informed instructions to its delegates at the meeting of the Challenge Panel on 4th November 2015 in the light of progress achieved in the interim; and

5. That the terms of this resolution be communicated to the Leader and Chief Executive of each principal authority in Norfolk and Suffolk, the Chairman of the New Anglia LEP, each Member of Parliament for a Norfolk or Suffolk constituency, the members of the Challenge Panel and the Department of Communities and Local Government.

3312 RECOMMENDATIONS FROM THE CABINET

ADOPTION OF SOUTH NORFOLK LOCAL PLAN DOCUMENTS: SITE SPECIFIC ALLOCATIONS AND POLICIES, DEVELOPMENT MANAGEMENT POLICIES, WYMONDHAM AREA ACTION PLAN AND ASSOCIATED POLICIES MAP UPDATES

Cllr J Fuller introduced the recommendations from the Cabinet, regarding the adoption of the Site Specific Allocations and Policies Document, the Development Management Policies Document, the Wymondham Area Action Plan, and the associated amendments to the Policies Maps. Members were pleased to note that the Inspector had concluded that subject to a number of main modifications being made to the text, and the associated amendments required to the Policies Maps, that the three documents were legally compliant and sound.

Cllr Fuller expressed his gratitude to the Development Management Committee and gave special mention to former Councillors Blake and Wynne, and Cllr Mooney, all of whom had played a key part in the long and sometimes difficult journey to adoption. He praised staff for what he felt to have been a tremendous achievement, and he also thanked the Inspector and his assistant. It gave him great pleasure in commending the recommendations of the report to members, which would provide clarity and a planned and co-ordinated approach to the economy, employment and new homes in the District over the following 20 years.

Cllr Gray echoed the comments of Cllr Fuller with regard to the hard and efficient work of the staff. He also made reference to former Councillor, D Blake on what would have been a very proud occasion for him, to see the plans through to adoption. Cllr Gray stressed that this was a key landmark for the Council, and he congratulated all those involved.

Cllr M Mooney expressed his satisfaction with the recommendations of the report, which would assist in putting an end to large scale speculative development throughout the District.
It was then unanimously

RESOLVED: TO

1) Note the Inspector's report (Appendix A), including the recommended Schedule of Main Modifications – Text and Schedule of Main Modifications - Policies Map (Appendices 1 and 2 of the Inspector’s report respectively)
2) Adopt, with effect from 26 October 2015, the South Norfolk Site Specific Allocations and Policies Document as modified by the Inspector’s report and with additional (minor) modifications (Appendix B)
3) Adopt, with effect from 26 October 2015, the Development Management Policies Document as modified by the Inspector’s report and with additional (minor) modifications (Appendix C)
4) Adopt, with effect from 26 October 2015, the Wymondham Area Action Plan as modified by the Inspector’s report and with additional (minor) modifications (Appendix D)
5) Adopt the updates to the Policies Map, as modified by the Inspector’s report and with additional (minor) modifications (note that these maps form part of all three Local Plan documents and are not a standalone document)
6) Delegate authority to the Director of Growth and Localism to undertake all necessary post-adoption legal and procedural steps
7) Delegate authority to the Director of Growth and Localism to make minor factual updates, corrections and formatting and layout changes to each Local Plan document.

3313 ANNOUNCEMENTS

Cllr K Mason Billig was pleased to announce that the Council had won a “Best Waste Minimisation or Prevention Award” at a recent LARAC (Local Authorities Recycling Advisory Committee) conference, held in Nottingham. She commended all staff involved, giving special mention to Joseph Webb, the Council’s Waste and Environmental Strategy Officer.

(The meeting concluded at 4.03 pm)
Chairman
SPECIAL COUNCIL

Minutes of a special meeting of South Norfolk District Council held at South Norfolk House, Long Stratton on Monday 2 November 2015 at 11.00 a.m.

Members Present: Councillors, Bell, Bendle, Bills, Blundell, Broome, Dale Easton, Edney, Foulger, Fulcher, Fuller, Goldson, Gray, J Hornby L Hornby, Hudson, Kiddie, C Kemp, Legg, Lewis, Mooney, Neal, Overton, Palmer, Pond, J Savage, R Savage, Stone, Thomas, Wheatley J Wilby and M Wilby and Worsley.

Apologies: Councillors, Amis, Bernard, Dewsbury, Duffin, Ellis, Gould, Hardy, W Kemp, Larner, Mason Billig, Minshull, Riches and Thomson

Officers in Attendance: The Chief Executive (S Dinneen), the Director of Growth of Localism (T Horspole) the Director of Business Improvement (D Lorimer) and the Director of Community Services (P Boyce)

3314 DECLARATIONS OF INTEREST

The following member declared an other interest in the matter detailed below:

<table>
<thead>
<tr>
<th>Minute Number</th>
<th>Councillor</th>
<th>Nature of Interest</th>
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<tr>
<td>3015</td>
<td>Cllr M Gray</td>
<td>Member of the Broads Authority</td>
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Members considered the report of the Chief Executive, which sought to clarify a number of issues with regard to the Norfolk and Suffolk devolution bid, to be considered by a Government Challenge Panel on 4 November 2015.

Cllr J Fuller introduced the report, reminding Council of its decision on 19 October 2015, that further clarity was required with regard to various aspects of the deal and the need to ensure that any governance arrangements thoroughly reflected a democratic anchorage. He also made reference to the informal scrutiny-led briefing session, held 29 October, which provided members with the opportunity to gain a wider understanding of devolution, and the Norfolk Suffolk deal.

Referring to the document “The Rising East: A Devolution Deal for Norfolk and Suffolk”, Cllr Fuller apologised for the lateness of the Council report, explaining that the above said document had only been released the previous Friday. He did feel that the document had made steps towards resolving some of the matters raised at the previous Council meeting, however was concerned that more detail was needed regarding a number of areas. He expressed particular concern with regard to financial modelling, the appropriate leadership model in light of recent announcements that the ability to raise additional business rates to fund infrastructure may be restricted to a directly elected mayor, issues relating to double devolution, and the need for clarity regarding “new statutory functions for planning and housing delivery”. He stressed the need to ensure that any new authority did not trespass on those powers the Council wished to reserve.

Cllr T Lewis explained that he felt it right that the Council continued to support the bid in principle; however, he had grave doubts as to the outcome, fearing that devolution would only succeed to complicate the structure of Local Government further. He sought further clarification with regard to strategic transport, and queried whether Cambridgeshire and Peterborough had expressed an interest in joining the proposed combined authority.

In response, Cllr Fuller referred to paragraphs 50 and 53 of the bid, which outlined the aspirations with regard to strategic transport networks and public transport, referring to a more integrated and organised experience for passengers. He explained that the case would have to be made for Cambridgeshire and Peterborough to join the proposed combined authority, but suggested that it would be an attractive proposition, especially in the context of strategic transport and the promotion of local economic growth.

A number of members expressed their concerns, mainly with regard to the lack of detail concerning funding and governance arrangements. Some members were enthusiastic at the prospect of a transport authority for the whole of East Anglia, but stressed that such proposals would need to be backed up with appropriate funding. Disappointment was also expressed that Cllr Fuller was not on the Challenge Team, and would not be representing the interests of South Norfolk Council at the meeting with Government on 4 November.
Cllr C Kemp agreed that caution was required, and he moved the following amendment to the recommendations, which was seconded by Cllr G Wheatley:

At the end of the recommendation at paragraph 5.2 to add, “Such further reports shall include the opinions of the Council’s Section 151 Officer and Monitoring Officer each assessing the soundness and sustainability of the proposed financial and governance arrangements.”

Cllr A Thomas expressed her support for the amendment, but explained that whilst she understood the reason for delay, and appreciated that officers had worked hard to produce the paper within a short timescale, she felt it regrettable that the papers were not circulated earlier, allowing members to read and digest the content. She asked that the papers be distributed to members electronically as soon as possible.

Cllr M Gray gave mention to a recent article in the Eastern Daily Press, which referred to the Broads Authority as the “life blood to the region’s economy”, and he expressed his disappointment that the Broads Authority had not been included in the bid. The Chief Executive explained that Government guidance had previously indicated that National Parks would be considered separately, however, it seemed that they were now becoming more involved in the process. She further explained that the Chief Executive of the Broads Authority had been kept fully informed and had been consulted and involved in negotiations. Cllr Gray then moved the following amendment, which was duly seconded by Cllr T Lewis:

To add an additional recommendation: “To seek clarification on the engagement and role of the Broads Authority within these proposals.”

Cllr T Lewis then proposed a further amendment as detailed below:

In recommendation 5.2, first sentence, to delete “further”, delete “satisfactorily”, replace “obtained” with “sought”, and to replace “the next” with “any further”. As amended the sentence would read: “Following the Challenge Panel Session on 4th November, that this Council receives a report addressing the issues outlined in paragraph 4.3 of the report, prior to further endorsement being sought from South Norfolk Council to move to any further stage.”

Cllr C Kemp seconded this amendment.

The Chief Executive sought to reassure members, explaining that the Council’s Section 151 Officer, and the Monitoring Officer had both been party to the report, and that she herself, along with these officers believed that the Council was not exposing itself to any risks through its support (in principle) to the devolution bid. Officers did however endorse the need for clarification with regard to a number of issues, before moving to the next stage.
With the agreement of the Council, the three proposed amendments were voted upon as one single amendment. This amendment was unanimously carried.

With 30 votes in favour, and one abstention, it was then

RESOLVED: 1. To note the progress made on the latest drafts of the “Rising in the East – A Devolution Deal for Norfolk and Suffolk” document and to authorise the Chief Executive and the Leader of the Council to confirm to Norfolk and Suffolk Councils and NALEP, that South Norfolk Council is supportive in principle to the devolution bid for Norfolk and Suffolk;

2. Following the Challenge Panel Session on 4th November, that this Council receives a report addressing the issues outlined in paragraph 4.3 of the report, prior to further endorsement being sought from South Norfolk Council to move to any further stage. This will help provide greater clarity on what these proposals mean in terms of outcomes and ways of working for government, partner councils / organisations and most importantly for businesses and residents. Such further reports will include the opinions of the Council’s Section 151 Officer and Monitoring Officer, each assessing the soundness and sustainability of the proposed financial and governance arrangements.

3. To seek clarification on the engagement and role of the Broads Authority within these proposals

(The meeting concluded at 11.55 am)

Chairman
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>23 September</td>
<td>Scouts AGM</td>
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<td>The annual AGM of the Norfolk County Scout Council held in Dereham.</td>
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<td>24th September</td>
<td>CPRE Awards Ceremony</td>
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<td>The Campaign to Protect Rural England’s annual awards. This year’s</td>
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<td>awards were for creative use of existing land or buildings, access</td>
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<td>to and interpretation of the countryside and engaging young people</td>
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<td>with the countryside.</td>
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<td>25th September</td>
<td>SNC Civic Reception</td>
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<td>The Chairman’s Civic Reception was held at Centrum on the Norwich</td>
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<td>Research Park. Speakers included Sandra Dineen, Sally Ann Forsyth and</td>
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<td>Kerrie Gallagher, and money was raised for this year’s charities —</td>
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<td>Nelson’s Journey and Alzheimer’s Research UK.</td>
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<tr>
<td>30th September</td>
<td>Civic Reception - Breckland</td>
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<td>To attend the Chairman of Breckland Council’s Civic Reception held in</td>
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<td>Bawdeswell. A raffle was held in aid of the Norfolk Accident Rescue</td>
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<td>Services.</td>
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<td>3rd October</td>
<td>Angles Way Ceremony</td>
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<td>A ceremony and unveiling of a plaque, followed by a walk along a</td>
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<td>section of Angles Way, in memory and celebrating the life and work</td>
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<td>of Sheila Smith, a member of Norfolk Ramblers who died last year.</td>
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<td>11th October</td>
<td>Suffolk Harvest Festival</td>
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<td>Hosted by the Mayor of St Edmundsbury, a parade and service of praise</td>
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<td>and thanksgiving for Suffolk’s harvest, held at St Edmundsbury</td>
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<td>Cathedral.</td>
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<td>12th October</td>
<td>Commemoration for Edith Cavell</td>
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<td>An invitation from the Dean of Norwich to attend a service at Norwich</td>
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<td>Cathedral in commemoration of the death of Edith Cavell 100 years</td>
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<td>ago.</td>
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<td>18th October</td>
<td>Justice Service</td>
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<td>A Justice Service hosted by the High Sheriff of Norfolk held at</td>
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<td>Norwich Cathedral.</td>
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<td>20th October</td>
<td>Presentation of Birthday Honours Medals</td>
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<td>Held at the Great Hospital, a presentation to a South Norfolk</td>
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<td>recipient from the Birthday Honours list.</td>
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<td>27th October</td>
<td>Bernard Matthews Youth Awards</td>
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<td>A ceremony to present awards to young people between the ages of 11 –</td>
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<td>18, each winner receiving £1,000. This year’s categories were Food</td>
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<td>&amp; Farming, Sport, Community, Charity, Arts, Bravery, Education and</td>
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<td>the BM Hero category for adults that have made an impact with young</td>
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<td>people.</td>
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<tr>
<td>7th November</td>
<td>Lemon Day</td>
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<tr>
<td>Morning</td>
<td>A celebration of Wymondham where guests were asked to wear something</td>
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<td>yellow.</td>
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<tr>
<td>7th November</td>
<td>Remembrance Service</td>
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<tr>
<td>Afternoon</td>
<td>An invitation from the Mayor of St Edmundsbury to attend a service</td>
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<td>and wreath-laying ceremony.</td>
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<td>Date</td>
<td>Event</td>
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<tr>
<td>8th November</td>
<td><strong>Remembrance Sunday Service</strong></td>
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<td>Hosted by the Lord Mayor of Norwich, a service, followed by a parade of military personnel and veterans.</td>
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<tr>
<td>11th November</td>
<td><strong>SNC Design Awards</strong></td>
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<td>To give awards to the winners of the Design Awards, held at Centrum, the winning venue from 2014</td>
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<td>23rd November</td>
<td><strong>Norfolk Says No</strong></td>
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<td>The campaign to raise awareness and to protect victims of domestic abuse and sexual violence and their children, whose aim is to help break the cycle of abuse.</td>
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<td>25th November</td>
<td><strong>Thanksgiving Celebration Service</strong></td>
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<td>A celebration service at Ely Cathedral hosted by Colonels from RAF Mildenhall and RAF Lakenheath, with guest speaker General the Lord Richard Dannatt.</td>
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<td>1st December</td>
<td><strong>Christmas Carol Service</strong></td>
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<td>A carol concert hosted by the Mayor of Diss and held at Diss High School.</td>
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<tr>
<td>2nd December</td>
<td><strong>Civic Carol Service</strong></td>
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<td>An invitation from the Mayor of St Edmundsbury to join his Civic Carol Service at St Edmundsbury Cathedral, followed by mulled wine and mince pies.</td>
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<td>3 December</td>
<td><strong>EDP Awards</strong></td>
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<td>To present an award at the EDP Stars of Norfolk Awards to Carer of the Year, which is the category sponsored by SNC.</td>
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<td>4th December</td>
<td><strong>Yuletide Reception</strong></td>
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<td>A joint reception hosted by RAF Lakenheath and Mildenhall.</td>
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<td>7th December</td>
<td><strong>Christmas Dinner</strong></td>
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<td>Hosted by the County Towns Initiative and in the presence of the Lord Mayor, a dinner held in Bowthorpe.</td>
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<td>8th December</td>
<td><strong>Royal Mail Visit</strong></td>
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<td>The Chairman will visit the Royal Mail sorting office at Wymondham to thank workers for their hard work at this busy time of year and wish them all a Merry Christmas.</td>
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<tr>
<td>10th December</td>
<td><strong>At Home Reception</strong></td>
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<td>An invitation from the Mayor of King’s Lynn to attend an annual reception held at the Town Hall.</td>
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<td>13th December</td>
<td><strong>Civic Service</strong></td>
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<td>An annual civic service, hosted by the Mayor of Beccles and held at St Michael’s Parish Church in Beccles.</td>
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<tr>
<td>14th December</td>
<td><strong>Candle-lit Service</strong></td>
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<td></td>
<td>A Service held at St Mary’s Church in North Tuddenham and hosted by the Chairman of Breckland Council</td>
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Monitoring Officer Report

Report of the Monitoring Officer
Cabinet Member: John Fuller

CONTACT
Leah Mickleborough, 01508 533954
Lmickleborough@s-norfolk.gov.uk
1. Introduction

1.1. This report seeks to propose some minor constitutional amendments to Council and update Council with respect to other matters.

2. Scheme of Delegation

2.1. Following a minor realignment of services, it is proposed to make two amendments to the scheme of delegation. Firstly, the Building Control Service, operated through CNC Building Control, will transfer to the Growth and Localism Directorate. Secondly, the Community Capacity Team has transferred to become part of the Early Help Service, with the Democratic Services and Information Governance Functions transferring to the Business Development Directorate. No changes are proposed to the corresponding portfolios.

3. Licensing Functions

3.1. The current work to revise the the fees and charges for licenses has identified some small inconsistencies within the Constitution. In particular:

3.1.1. The Director of Growth and Localism is currently empowered to determine all functions associated with the Local Government Miscellaneous Provision Act 1976 and the Town Police Clause Act 1847 (relating to taxi hires), which
includes the setting of fees and charges. However, the setting of fees and charges in relation to taxi licensing is separately identified in the Constitution as the responsibility of Cabinet, on the advice of the Licensing Committee.

3.1.2. Similarly, it is not explicit within the Constitution that the Director of Growth and Localism may elect to refer taxi hire matters to the Licensing, Appeals and Complaints Committee.

3.2. It is therefore proposed to amend the Constitution so that: “The Director of Growth and Localism, and such officers as they may approve, are each authorised to carry out all functions associated with the Local Government Miscellaneous Provisions Act 1976 and the Town Police Clause Act 1847 except in relation to the setting of fees and charges. Should any authorised officer wish, they may elect not to determine any matter put to them in which case the matter is considered to be delegated to the Licensing, Appeals and Complaints Committee”

3.3. The Constitution also requires that matters in relation to the Health and Safety at Work Act 1974 are referred to the Licensing, Appeals and Complaints Committee. This requires the appointment of inspectors under the Act to be referred to a Committee; this either necessitates significant delay in appointing authorised officers until a Committee meeting is convened for another purpose, or a specific Committee being required simply to appoint an officer. It is therefore recommended that Council delegates the appointment of Inspectors under s.19 of the Health and Safety at Work Act 1974 to the Director of Growth and Localism.

4. Recommendation

4.1. Council is recommended to approve the change to the Scheme of Delegation, set out in 2.1 above, and the changes to licensing delegations as set out in paragraphs 3.1 to 3.3 above.
Nplaw Update

In previous years, members of the Scrutiny Committee have examined our relationship with nplaw, following the 2012 transfer; last year, it was decided that as the arrangements are operating well, there was no further need for specific Scrutiny review. However, I thought it helpful to update members following the recent Board Meeting on 2 November. Nplaw is a shared service between South Norfolk Council, Norfolk County Council, Norwich City Council and Great Yarmouth Borough Council. They also provide services for a growing range of other local authorities and increasing their national profile – including recently winning two contracts to provide work for Maldon District Council and Derby City Council.

Our key motivators in entering the partnership was to ensure the Council had a legal service which was financially affordable, and able to provide the range and scope of services in a changing local authority environment. Although we must exercise some caution in regard to the potential costs of the legal service – given one significant challenge can incur significant costs – this year, we are expecting the net cost of the legal service to be some 20% less than the final year that the legal service was provided in house.

Over the past year, the nplaw service has seen the departure, through retirement, of two key, long serving former members of South Norfolk staff – Stuart Shortman, former Solicitor to the Council, and Carolyn Phillips. Their knowledge and expertise was passed on to a range of colleagues in nplaw, and I am pleased to report that the Practice Director of nplaw was extremely complementary of the contribution that South Norfolk staff have made to the ongoing success of the nplaw service.

Cllr G Wheatley