COUNCIL

Minutes of a meeting of South Norfolk District Council held at South Norfolk House, Long Stratton on Monday
13 July 2015 at 8.40 pm


Apologies: Councillors, Edney, Kiddie, Minshull, Mooney, R Savage and V Thomson

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

Also in Attendance: Former Councillors: Mr T East, Mr N Ward, Mrs S Thomson, Mr K Tilcock, and Mr K Weeks
Two members of the public.

3294 URGENT ITEMS – CLLR J MOONEY

Members noted that Cllr J Mooney had been badly injured in a recent road traffic accident, and it was uncertain as to how long Cllr Mooney would take to recover. Cllr J Fuller therefore proposed, seconded by Cllr A Thomas, that Council grant Cllr Mooney a dispensation, excusing him from meetings until further notice.

It was unanimously

RESOLVED: That following Cllr J Mooney’s recent accident, and for the purposes of Section 85 (1) of the Local Government Act 1972, that he be excused from attending meetings of the Council and the Committees on which he serves, until further notice.
3295 MINUTES

With reference to minute 3285, it was noted that the Chairman wished to continue supporting Nelson’s Journey, in addition to his chosen charity, Alzheimer’s Research UK.

Subject to this minor amendment, the minutes of the Council meeting held 1 June 2015 were agreed as a correct record and signed by the Chairman.

3296 CHAIRMAN’S ANNOUNCEMENTS

The Chairman referred members to the list of the Chairman’s and Vice-Chairman’s engagements since the last meeting of the Council. He explained that unfortunately the cricket festival on 7 July, organised by Hethersett and Melton’s Sports Association, was rained off and had to be cancelled.

3297 PRESENTATIONS TO FORMER MEMBERS

The Chairman welcomed former councillors, Mr T East, Mr N Ward, Mrs S Thomson, Mr K Tilcock, and Mr K Weeks to the meeting.

On behalf of the Council, the Chairman thanked the 15 former members whose terms of office ended in May 2015 (Mr T Blowfield, Mr T East, Mrs K Smith, Mr K Tilcock, Mr K Weeks, Mr B Spratt, Mr N Ward, Mr G Walden, Mrs P Allen, Mr B McClenning, Mr M Windridge, Mr J Herbert, Mr G Watt, Miss L Webster and Mrs S Thomson), for their services to the Council. He gave special mention to Cllr T East who had served on the Council for a total of 32 years.

The Chairman presented those former members present with certificates and gifts from the Council.

3298 RECOMMENDATIONS FROM THE CABINET

(i) Greater Norwich Growth Programme 2016/17 – South Norfolk Infrastructure Plan

Cllr J Fuller outlined the recommendations from the Cabinet, regarding the proposed 2016/17 Annual Infrastructure Business Plan for South Norfolk, and the pooling and use of CIL payments.
Cllr Fuller proposed an amendment to the recommendations as detailed below, which was duly seconded by Cllr K Worsley:

At the end of recommendation 3, to add the words “recognising in order to deliver the programme it will be necessary for Norfolk County Council to draw down from the Public Works Loan Board preferential rate loan fund of £60million, as agreed by the Greater Norwich City Deal. This agreement requires the Council to make payments from its CIL until the loan is repaid, but will not place a call on our general reserves. In doing this Norfolk County Council agrees to offer short-term flexibility in relation to repayments”.

Cllr Fuller stressed that this did not materially change the recommendation, but added clarity. The purpose of the amendment was to ensure that the proposals were explicit, so as not to mislead members, or the public. In response to questions, Cllr Fuller explained that the pooled CIL would be used to repay a loan from the Public Works Loan Board, drawn upon by Norfolk County Council. He added that the contribution was capped, with any risk being borne by Norfolk County Council, not South Norfolk.

This amendment was then unanimously carried.

With regard to a query regarding the references to the Long Stratton bypass, Cllr Fuller suggested that this would indeed include the Hempnall crossroads, which he believed to be an integral part of the bypass itself.

It was unanimously

**RESOLVED: To:**

1. Agree the 2016/17 Infrastructure Business Plan for South Norfolk (outlined at Appendix A of the report) for consideration by the October meeting of the Greater Norwich Growth Board as part of the 2016/17 Growth Programme; and

2. Agree to pool CIL payments for 2016/17 to help ensure the delivery of the Growth Programme;

3. Agree in principle to use pooled CIL in future years to ensure the delivery of NATS projects, including particularly the Norwich Northern Distributor Road and the Long Stratton bypass, recognising in order to deliver the programme it will be necessary for Norfolk County Council to draw down from the Public Works Loan Board preferential rate loan fund of £60million, as agreed by the Greater Norwich City Deal. This agreement requires the Council to make payments from its CIL until the loan is repaid, but will not place a call on our general reserves. In doing this Norfolk County Council agrees to offer short-term flexibility in relation to repayments.
(ii) **Performance, Opportunities/Risks and Revenue Budget Position Report for the Financial Year 2004/15**

Cllr J Fuller presented the recommendations from the Cabinet meeting held 15 June 2015, regarding the revenue budget position of the Council for the financial year 2014/15.

It was unanimously

**RESOLVED:** To approve:

a) The budget virements which exceed £100,000 in accordance with the rules of financial governance;

b) The slippage requests totalling £516,891

c) The movements in reserves as outlines at paragraph 6 of the report.

(iii) **Capital Programme Outturn Report 2014/15**

Cllr J Fuller presented the recommendations from the Cabinet meeting held 15 June 2015, regarding the Council’s Capital Programme.

It was unanimously

**RESOLVED:** To approve:

a) The slippage requests summarised at paragraph 3.1 of the report;

b) The financing of the amended capital programme for the next five financial years, as set out in Appendices B and C of the report

(iv) **Treasury Management Annual Report 2014/15**

Cllr J Fuller presented the recommendations from the Cabinet meeting held 15 June 2015, regarding treasury management activity during the financial year 2014/15.

It was unanimously
RESOLVED: To:
   a) Approve the actual 2014/15 prudential indicators;
   b) Note the treasury activity in quarter four and that it complies with the agreed strategy.

3299 RECOMMENDATIONS FROM THE FINANCE, RESOURCES, AUDIT AND GOVERNANCE COMMITTEE
ANNUAL REPORT AND OPINION FOR 2014/15, INCLUDING REVIEW OF THE EFFECTIVENESS OF INTERNAL AUDIT

Cllr G Wheatley, Chairman of the Finance, Resources, Audit and Governance Committee, presented the recommendations to Council.

It was unanimously

RESOLVED: To approve:
   a) The Annual Report and Opinion of the Internal Audit Consortium Manager
   b) The Review of the Effectiveness of Internal Audit.

3300 MONITORING OFFICER REPORT

Cllr J Fuller presented the report to members, which sought Council agreement to changes to the officer employment procedures, and to make amendments to Committee appointments.

Cllr Fuller explained that following the untimely death of Cllr D Blake, Cllr L Neal was to be appointed Vice-Chairman of the Development Management Committee. Cllr Neal was to also replace Cllr Blake as substitute member on the Norfolk Duty to Cooperate Forum. Cllr Y Bendle was to replace Cllr Blake as a member of the Development Management Committee.

In Cllr Mooney’s absence following his recent accident, Cllr Neal would be chairing Development Management Committee meetings. During this time, Cllr A Thomas was to act as Vice-Chairman of the Committee, supporting Cllr Neal. It was also noted that Cllr J Hornby was to be appointed to the Development Management Committee Pool of Substitutes.

With regard to the proposal that responsibility for individual community governance reviews be transferred to the Electoral Arrangements Task Group, Cllr C Kemp proposed that the name of this Group be changed to the Electoral Arrangements Review Committee, and this proposal was seconded by Cllr B Stone.
With reference to the amendments to the Contract Standing Orders, Cllr M Gray suggested that it would be helpful if the amendments could have been highlighted in the appendix. Cllr Fuller pointed out that a summary of the changes had been outlined at paragraph 6 of the report.

It was unanimously

RESOLVED: To

a) Agree the principle of the changes to the Officer Employment Rules as outlined in section 2.5 above, and to authorise the Monitoring Officer to make any further changes to the rules necessary to ensure the rules are in line with the relevant Regulations and the principles outlined in this report;

b) Agree the creation of the Hearing Panel and Appeals Panel in line with the Terms of Reference at Appendix 1 of the report;

c) Appoint
   - Cllr L Neal as the Vice-Chairman of the Development Management Committee and the substitute member of the Norfolk Duty to Co-operate Forum;
   - Cllr A Thomas as “Acting” Vice-Chairman of the Development Management Committee
   - Cllr Y Bendle as a member of the Development Management Committee
   - Cllr J Hornby to the Development Management Committee Substitute Pool.

d) Authorise the Monitoring Officer to make the changes to the Policy Committee Terms of Reference as highlighted at section 3.3 of the report;

e) Transfers the responsibility for the function of the undertaking of Community Governance Reviews as identified within s.79 to s.102 of the Local Government and Public Involvement in Health Act 2007 to the Electoral Arrangements Task Group, including the approval of all necessary orders and consents, and that the Task Group be renamed as the Electoral Arrangements Review Committee;

f) Agree the revised Contract Standing Orders, as outlined at Appendix 2 of the report.
(a) CABINET – REPORT OF THE LEADER

Members noted the report of the Leader of the Council.

In response to a query regarding the Long Stratton Area Action Plan Examination, which was due to commence the very next day, Cllr Fuller explained that the Inspector would be leading the three day hearing. The Council had already considered the Inspector's list of matters, issues and questions and had sent responses to the Inspector in advance of the hearing. With reference to concerns from Newton Flotman Parish Council, he explained that representations had also been made from Tasburgh, and that all representations would be taken in to account.

With regard to the Long Stratton bypass, Cllr A Thomas hoped that any changes to the Hempnall crossroads, would not have an adverse effect on the Hall Lane junction, pushing more traffic in to that area. Cllr Fuller assured members that these points had been taken in to account.

(b) SCRUTINY COMMITTEE

Members noted the report of the Scrutiny Committee Chairman, which had been emailed out to all members.

(c) LICENSING COMMITTEE

Members noted the report of the Chairman of the Licensing Committee

(d) DEVELOPMENT MANAGEMENT COMMITTEE

Members noted the report of the Chairman of the Development Management Committee, which had been emailed out to all members

(The meeting concluded at 9.17 pm)