

Public Document Pack BRECKLAND COUNCIL

At a Meeting of the

COUNCIL

Held on Thursday, 23 February 2012 at 10.30 am in the
Anglia Room, The Conference Suite, Elizabeth House, Dereham

PRESENT

Mr S. Askew	Mrs S.M. Matthews
Mr S.G. Bambridge	Mrs K. Millbank
Mr A.J. Byrne	Mr T F C Monument
Mr C G Carter	Mrs J A North
Mr T R Carter	Mr J.W. Nunn
Mr C. S. Clark	Mr R. R. Richmond
Mr P.D. Claussen	Mr W. R. J. Richmond
Mr P R W Darby	Mr M. S. Robinson
Mr R.W. Duffield	Mr J.D. Rogers
Mr P.J. Duigan	Mr S. J. F. Rogers
Lady Fisher	Mr B. Rose
Mr K.S. Gilbert	Mr F.J. Sharpe
Councillor E. Gould	Mr B J Skull
Mrs D.K.R. Irving	Mr W.H.C. Smith
Mr T. J. Jermy	Mr A.C. Stasiak
Mr A.P. Joel	Mrs A.L. Steward
Mrs E. M. Jolly	Mrs L.S. Turner
Mr C.R. Jordan	Mr M. A. Wassell
Mr M.A. Kiddle-Morris	Mr N.C. Wilkin (Chairman)
Mr R.G. Kybird	Mr D.R. Williams JP
Mr K. Martin	

In Attendance

Phil Adams	- Environmental Health & Building Control Manager
Julie Britton	- Senior Committee Officer
Dominic Chessum	- Joint Marketing & Communications Team Leader
Mark Finch	- Assistant Director of Finance
Helen McAleer	- Senior Committee Officer
Mark Stokes	- Deputy Chief Executive
Vicky Thomson	- Assistant Director - Democratic Services
Robert Walker	- Assistant Director of Commissioning

13/12 MINUTES (AGENDA ITEM 1)

The Minutes of the meeting held on 19 January 2012 were confirmed as a correct record and signed by the Chairman.

14/12 APOLOGIES (AGENDA ITEM 2)

Apologies for absence were received from Mrs S Armes, Mr B Borrett, Councillor C Bowes, Mr R Childerhouse, Mr P Cowen, Mr B English, Mr R Goreham, Mr S Green, Mr T Lamb, Mrs L Monument, Mrs P Quadling, Mr I Sherwood, Mr B Skull and Mrs P Spencer.

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15/12 DECLARATION OF INTEREST (AGENDA ITEM 3)

Mr K Gilbert declared a personal and prejudicial interest in Agenda Item 7b (Minute No 30/12 of the Cabinet Minutes) regarding Disabled Adaptations Funding as his mother-in-law would be making an application for a grant.

Lady Fisher declared a personal and prejudicial interest in Agenda Item 8 (Minute No 29/12 of the Overview & Scrutiny Minutes) regarding the Thetford Area Action Plan due to her husband's family's landholding interests.

Mr W Nunn, Mr P Claussen, Mr R Kybird , Mr M Kiddle-Morris and Mrs A Steward all declared a personal interest in Agenda Item 7a (Minute No 23/12 of the Cabinet Minutes) as members of the Moving Thetford Forward Board.

16/12 CHAIRMAN'S ANNOUNCEMENTS (AGENDA ITEM 4)

The Chairman reminded Members that a meeting of the Local Joint Consultative Committee would follow the Council meeting.

He commented on the functions that he had attended, including a very pleasant evening at the Chinese New Year celebrations. The King's Lynn Mart had been a lot of fun. He had lunched with the Chairman of South Holland. As they were both wearing their chains of office they had been approached by many people and children. He had been saddened by the tragic death of a child the next day and his thoughts went out to the family.

The Chairman was concerned that he had not raised as much money for his chosen charity as he would have liked. He therefore proposed to undertake a Breckland Five-Town Tandem Tour, visiting Thetford, Attleborough, Watton, Swaffham and Dereham (about 50 miles). The Leader of the Council owned a tandem and he had kindly agreed to take part. The Chairman hoped to raise more money than he had on his sponsored slim!

17/12 COUNCIL TAX 2012/13 (AGENDA ITEM 5)

The Executive Member for Finance & Democratic Services presented the report. He was very proud that the Council had not increased Council Tax for the last four years. He recognised the need to provide value for money in the current economic climate. There were challenging times ahead and difficult decisions to be made. The Council was being proactive with shared management with South Holland and discussions with Great Yarmouth to extend the partnership further.

He handed over to the Assistant Director of Finance who explained that when the report had been written it had not been clear what level of Council Tax the Police Authority would set. There had been three options and he was pleased to report that the option chosen was the one used in the report, so no amendments were necessary.

He drew attention to the special expenses set out on page three of the report, which formed part of the recommendation.

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He apologised for the legalistic wording of the Council Tax resolutions which were set out at section 1.4 of the report.

A Watton Member queried the amount that Watton was paying for street lighting. The town was smaller than Dereham, but appeared to be paying more for its street lighting.

The Assistant Director Finance explained that the amount related to the number of columns being maintained.

The Leader of the Council pointed out that it was up to each individual town to consult with its residents about turning off street lights to reduce costs.

The same Watton Member was concerned that 18 parishes had not set a precept. He accepted that some of the smaller parish meetings would not do so, but hoped that the larger parishes were not expecting to receive funding from Breckland for projects which should be financed by their precept.

RESOLVED that:

- (1) The formal Council Tax resolutions for 2012-13, as at section 1.4 of the report, be approved.
- (2) The Special Expenses for 2012-13, as set out in section 1.3 of the report, be approved.
- (3) It be noted that on 19 January 2012 the Council has calculated:-
 - (a) the Council Tax Base 2012-13 for the whole Council area as 43,634.93 (item T in the formula in section 31B(3) of the Local Government Finance Act 1992, as amended) and;
 - (b) for dwellings in those parts of its area to which a Parish precept relates as in **Appendix A** of the report.
- (4) The following amounts be calculated by the Council for the year 2012-2013 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 as amended (the Act): -
 - (a) £77,621,781 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act;
 - (b) £72,372,686 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act;
 - (c) £5,249,095 being the amount by which the aggregate at 4(a) above exceeds the aggregate at

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- 4(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year (item R in the formula in Section 31a (4) of the Act);
- (d) £120.30 being the amount at 4(c) above (item R), all divided by the amount at 3(a) above (item T), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts);
- (e) £2,454,271 being the aggregate amount of all special items (including Parish precepts) referred to in Section 34(1) of the Act (as per the **Appendix A** attached to the report);
- (f) £64.05 being the amount at 4(d) above less the result given by dividing the amount at 4(e) above by the amount at 3(a) above (item T), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its areas to which no special item relates;
- (5) The figures shown in **Appendix B** of the report, being the amounts given by adding to the amount at 4(f) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 3(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate;
- (6) The figures shown in **Appendix C** of the report, being the amounts given by multiplying the amounts at 4(f) and 4(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act as the amounts to be taken into account for the year in respect of categories of

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dwellings listed in different valuation bands.

- (7) It be noted that for the year 2012-2013 the Norfolk County Council and Police Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:-

Band	Norfolk Council	County	Police Authority
A	£763.38		£131.28
B	£890.61		£153.16
C	£1,017.84		£175.04
D	£1,145.07		£196.92
E	£1,399.53		£240.68
F	£1,653.99		£284.44
G	£1,908.45		£328.20
H	£2,290.14		£393.84

- (8) Having calculated the aggregate in each case the amounts at 4(h) and (5) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts shown in **Appendix D** of the report as the amount of Council Tax for 2012-2013 of the categories of dwellings shown.

18/12 LOCALISM ACT 2011 - PAY POLICY STATEMENT (AGENDA ITEM 6)

The Assistant Director for Commissioning presented the report. Under section 38 of the Localism Act the Council was required to produce and approve a pay policy statement by 31 March 2012. The statement made no changes to the existing pay policies and procedures.

RESOLVED to adopt the Council's Pay Policy Statement 2012/13.

19/12 CABINET (AGENDA ITEM 7)

19 .1 9 February 2012

- (1) Thetford Riverside Regeneration Project (Minute No 23/12)

A Thetford Member sought reassurance that the units referred to in paragraph three on page 22 of the agenda would not be used for retail.

The Executive Member for Assets & Strategic Development advised that the indicative scheme was for a possible hotel and cinema, but that any other proposals received would be sent out for consultation.

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<p>(2) <u>Adoption</u></p> <p>RESOLVED that the Minutes of the Cabinet meeting held on 9 February 2012 be adopted.</p>	
<p>19 .2 <u>14 February 2012</u></p>	
<p>(1) <u>The Food Law Enforcement Plan (Minute No 29/12)</u></p> <p>RESOLVED that the Food Law Enforcement Plan for 2012/13 be adopted.</p>	Fiona Inston
<p>(2) <u>Environmental Health Review (Minute No 37/12)</u></p> <p>RESOLVED that:</p> <p>(a) the proposal for a shared Environmental Health and Licensing service at South Holland and Breckland Council be approved; and</p> <p>(b) the capital investment in IT to make possible the shared service be approved.</p>	Robert Walker
<p>(3) <u>Adoption</u></p> <p>RESOLVED that the unconfirmed Minutes of the Cabinet meeting held on 14 February 2012 be adopted.</p>	
<p>20/12 <u>OVERVIEW & SCRUTINY COMMISSION (AGENDA ITEM 8)</u></p> <p>RESOLVED that the unconfirmed Minutes of the Overview & Scrutiny Commission meeting held on 9 February 2012 be adopted.</p>	
<p>21/12 <u>PLANNING COMMITTEE (AGENDA ITEM 9)</u></p>	
<p>21 .1 <u>16 January 2012</u></p> <p>RESOLVED that the Minutes of the Planning Committee meeting held on 16 January 2012 be adopted.</p>	
<p>21 .2 <u>13 February 2012</u></p>	
<p>(1) <u>Schedule of Planning Application (Minute No 19/12)</u></p> <p>Item 1: Watton – Former RAF Radar Site. A Watton Member noted that it had taken 15 years but this had finally reached a good conclusion. He encouraged other Members not to give up on big issues, however long they took to resolve.</p>	
<p>(2) <u>Adoption</u></p> <p>RESOLVED that the unconfirmed Minutes of the Planning Committee meeting held on 13 February 2012 be adopted.</p>	

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22/12 GENERAL PURPOSES COMMITTEE (AGENDA ITEM 10)

- (1) Corporate Health & Safety (Minute No 15/12)

RESOLVED that:

- a. Health and Safety is delivered internally by the HR and Environmental Health Teams with support from Norfolk County Council.
- b. A joint Health and Safety policy is adopted by both Breckland District Council and South Holland District Council (attached at Appendix A), and options for partnership working are explored to increase efficiency.
- c. A new service delivery methodology is adopted incorporating manager and employee self-service and online tools to reduce reliance on Officers in HR and Environmental Health.
- d. A review is conducted in 6 months to monitor activity and resources required.

- (2) Breckland, Great Yarmouth & South Holland Shared Management (Minute No 18/12)

This recommendation had been supported by a resolution at Minute No 38/12 of the Cabinet meeting held on 14 February 2012.

- (3) Environmental Health & Licensing Review

This recommendation had been moved and approved under Minute No 37/12 of the Cabinet meeting held on 14 February 2012.

- (4) Adoption

RESOLVED that the unconfirmed Minutes of the General Purposes Committee meeting held on 8 February 2012 be adopted.

23/12 APPEALS COMMITTEE (AGENDA ITEM 11)

RESOLVED that the unconfirmed Minutes of the Appeals Committee meeting held on 11 January 2012 be adopted.

24/12 LICENSING COMMITTEE (AGENDA ITEM 12)

RESOLVED that the unconfirmed Minutes of the Licensing Committee meeting held on 25 January 2012 be adopted.

25/12 AUDIT COMMITTEE (AGENDA ITEM 13)

RESOLVED that the unconfirmed Minutes of the Audit Committee meeting held on 3 February 2012 be adopted.

26/12 YOUTH COUNCIL MINUTES (FOR INFORMATION) (AGENDA ITEM 14)

The Minutes of the Youth Council meeting held on 31 January 2012 were

noted.

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27/12 NOMINATIONS FOR COMMITTEE AND OTHER SEATS (AGENDA ITEM 15)

None.

28/12 BRECKLAND DIRECT

The Chairman invited the Joint Marketing & Communications Team Leader to update Members on the next step in the Council's digital strategy.

The Joint Marketing & Communications Team Leader informed Members that Breckland now ranked alongside Norfolk County Council, the Met Office, Parliament, The White House and NASA in using Gov-Delivery. Four to five hundred other Government departments worldwide also used Gov-Delivery as a way to get information out as quickly as possible.

Gov-Delivery was a multi-channel delivery vehicle which aimed to cut out unnecessary contact. On the Breckland website a link had been added to the Home Page and all Landing Pages inviting people to sign up for relevant information which would then be automatically sent out to them.

Every face to face contact cost the Council about £13.62. For contacts made over the telephone the cost was about £5.19. By using digital means to communicate the cost to the Council was reduced to about 27pence per contact. Without doing anything differently the Council was saving money. This was achieved by technology in the website which automatically directed information to interested parties.

There were various ways to sign up and e-mails could be sent to computers and smart phones. Information could also be automatically directed to community websites. In that way the Council could deliver frequent, timely information, save money and engage with more people without using any additional officer time.

The system was constantly being improved and Members were encouraged to sign up and try it out. Any feedback provided would be most welcome.

The system had been 'soft-launched' to allow checks to be carried out on how well it was working. The next stage was to publicise it more widely. Information would be sent with the tax booklets going out to every household in Breckland and there would also be a press launch.

The Chairman thanked the Joint Marketing & Communications Team Leader for his presentation.

The meeting closed at 11.13 am

CHAIRMAN