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**BRECKLAND COUNCIL**

**At a Meeting of the**

**CABINET**

**Held on Tuesday, 1 May 2018 at 9.30 am in  
Norfolk & Dereham Rooms, The Conference Suite, Elizabeth House, Dereham**

**PRESENT**

Mr J.W. Nunn (Chairman)	Mr M. S. Robinson
Mr S. H. Chapman-Allen (Vice-Chairman)	Mr A.C. Stasiak
Mr S.G. Bambridge	Mrs A M Webb
Mr P.D. Claussen	

**Also Present**

Mr W.P. Borrett	Mrs S.M. Matthews
Mr A.P. Joel	Mr P. S. Wilkinson
Mr K. Martin	

**In Attendance**

Phil Adams	- Executive Manager People & Public Protection
Ralph Burton	- Strategic Property Manager (BDC)
Anna Graves	- Chief Executive
Andrew Grimley	- Team Leader (Environmental Protection)
Richard Hodgson	- Interim Executive Manager Prosperity & Development
Maxine O'Mahony	- Executive Director of Strategy & Governance (Monitoring Officer)
Jemma March	- Principal Planning Policy Officer*
Christine Marshall	- Executive Director Commercialisation (S151 Officer)
Teresa Smith	- Democratic Services Team Leader
Mark Stinson	- Executive Manager Governance (Deputy Monitoring Officer)

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**38/18 MINUTES**

The minutes of the meeting held on 20 March 2018 were confirmed and signed by the Chairman.

**39/18 APOLOGIES**

An apology was received from Councillor Cowen.

**40/18 URGENT BUSINESS**

The Chairman reminded Members that full Council had made the decision to withdraw its customer services support from three of its market towns:

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Attleborough, Swaffham and Watton.

It had been agreed that these changes would come into effect from June 2018, because the way in which customers interacted with Breckland was changing and in respect to DWP roll-out of Universal Credit.

However, since that decision had been made the roll-out for Universal Credit at both the Dereham and Thetford offices had been delayed until mid-June and mid-September, respectively.

Consideration was therefore being given to whether interim support could be provided at the three locations for a period of 12 months, starting from June 2018 which would be reviewed. It was important to do everything possible to help customers to adjust to the significant changes that Universal Credit would bring.

A proposal would be brought forward later in the month which would set out a number of options for how the support could be offered, using funding from the Community Reserve at a cost of no more than £35,000. However, the main aim was to ensure that customers develop, or have access to, the right digital skills to claim and manage their Universal Credit benefit.

All Members were in full support of this.

**41/18 DECLARATION OF INTERESTS**

None.

**42/18 NON-MEMBERS WISHING TO ADDRESS THE MEETING**

Councillors Borrett, Joel, Martin, Matthews and Wilkinson.

**43/18 CHAIRMAN'S ANNOUNCEMENTS**

None.

**44/18 BRECKLAND COMMUNITY FUNDING APPLICATIONS (STANDING ITEM)**

None.

**45/18 ANGLIA REVENUES AND BENEFITS PARTNERSHIP**

The Executive Member for Place informed Members that DWP had moved into the Thetford office, and would be officially opened by the Deputy Leader on 2 May 2018.

The minutes of the meeting of the Joint Committee held on 27 March 2018 were noted.

**46/18 AIR QUALITY ACTION PLAN**

The Executive Member for People and Information presented to Members details of a proposed Air Quality Action Plan (AQAP) to address elevated air pollution levels within the town of Swaffham.

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Members had asked, at the Overview and Scrutiny meeting held on 19/4/18, for a planned timetable which would be shared with Members and this would be provided.

The Deputy Leader asked if Norfolk County Council had on their forward investment programme future investigation centring on the junction of Station Street and Mangate Street. The Team Leader for Environmental Protection replied that when an air quality management area is declared this would be taken into account in the strategy at Norfolk County Council. The Deputy Leader added that Breckland had been carrying out what it needed to do however, Norfolk County Council should ensure that the action plan would form part of their investment programme.

The Executive Member for Governance said the issue should also be raised with members of the Environment Development and Transport Committee at Norfolk County Council.

The Chief Executive added that Norfolk County Council had recently undertaken a re-organisation of the Chief Officers and as a result there was now a locality lead for the Breckland area; she would also raise the issue with them.

**Options**

1. Approve the adoption and inclusion of the plan action points for further investigation in the draft Air Quality Action Plan. Delegate authority to the Executive Member People and Information to approve the final plan as it is developed and consulted in terms of the finer / specific details before its submission and approval by the Department of Environment, Fisheries and Rural Affairs.
2. Do Nothing.

**Reasons**

To meet the duty imposed on the Council by Section 83 of the Environment Act 1995 to manage air quality and ensure that air quality objectives are met, through the declared AQMA and the production of an action plan.

**RESOLVED** that members approve the draft Air Quality Action Plan (AQAP) for Swaffham and authorise delegated powers for the Executive Member People and Information to sign off the plan once it has been finalised.

**47/18 CORPORATE ENFORCEMENT POLICY**

The Executive Member for People and Information sought approval from Members to approve a revised Corporate Enforcement Policy. Breckland Council last adopted a Corporate Enforcement Policy in 2010; the proposed policy created a single, joint Corporate Enforcement Policy and brought it into line with current requirements.

**Options**

1. To adopt the revised Corporate Enforcement Policy to guide all enforcement activities undertaken by all service areas with a regulatory responsibility.
2. Do nothing and retain the previous published Corporate Enforcement

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Policy dated 2010, contrary to current regulatory requirements and statutory guidelines.

Reason

To ensure legal compliance and to ensure that enforcement action taken by the council is better able to resist a challenge in the courts.

**RESOLVED** that the revised Corporate Enforcement Policy be approved.

**48/18 REVISION OF BRECKLAND LOCAL DEVELOPMENT SCHEME (LDS)**

The Executive Member for Growth presented the report advising Members that following the recent visit of the Planning Inspector, he had asked that the plan be updated.

The Planning Policy Team Leader added that the Inspector had asked for detail that had not been expected within the strategic timescale. It was agreed that the proposed timetable was extremely tight, and depending on further work by the Inspector, it was likely that the timetable would be revised yet again. She went on to say that there was a large amount of work that needed to be put forward to the inspector but that only a sound plan would be submitted.

The Executive Member for Health asked if there was suitable capacity to complete the work as the Local Plan was essential for the Council and the residents of the district. The Executive Director of Commercialisation would liaise with the Director of Planning and Building Control to ensure that sufficient personnel would be in place to enable delivery on time.

Options

1. Members resolve to approve the eighth revision of the LDS (as at appendix A of the report) and be effective from 1 May 2018.
2. Members do not agree to the revised LDS.

Reason

1. Endorsing option 1 will satisfy the Inspector conducting the Local Plan examination that the Local Plan meets the legal requirements under the Planning and Compulsory Purchase Act (2004) S.19 (1) which states that Local Development Documents must be prepared in accordance with the Local Development Scheme.
2. Should Members resolve to approve Option 2, there is a risk that the Inspector will determine the Breckland Local Plan does not meet the legal requirements of the Planning and Compulsory Purchase Act (2004) and this may raise soundness issues.

**RESOLVED** that Cabinet approve Option 1 (as set out in paragraph 2.1 of the report) and that the Local Development Scheme, which has effect from 1 May 2018 is published.

**49/18 NEXT MEETING**

The arrangements for the next meeting on 12 June 2018 at 10:00am at Attleborough Town Council, Town Hall, Queens Square, Attleborough,

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Norfolk, NR17 2AF were noted.

**50/18 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** that under Section 100(A) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business on the grounds that they involve the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

**51/18 ALTERNATIVE PROPOSAL FOR ELECTRICITY POWER SCHEME IN SNETTERTON - PROCUREMENT EXEMPTION**

Consideration was given to a proposed procurement strategy in respect of the scheme. Initial legal advice had been taken, and this was reported to the meeting.

**RESOLVED** that Option 1 as highlighted in the report be approved in accordance with the recommendations, subject to receiving detailed legal advice.

**52/18 SNETTERTON ELECTRICITY POWER UPGRADE PROJECT - PROJECT UPDATE AND ACCEPTANCE OF GRANT**

Consideration was given to offers of external grant funding which would enable delivery of the scheme.

**RESOLVED** that Option 1 as highlighted in the report be approved in accordance with the recommendations.

**53/18 PFI LEISURE CONTRACT SUB-CONTRACTOR**

Consideration was given to a proposal from the current contractor in respect of sub-contracting arrangements.

**RESOLVED** that Option 2, as highlighted in the report be approved in accordance with the recommendations.

**54/18 BARNHAM BROOM GOLF & COUNTRY CLUB INVESTMENT ASSET**

Consideration was given to options and a long term strategy for the property.

**RESOLVED** that Option 1 be approved in accordance with the recommendations and 'on the basis set out in the report'.

The meeting closed at 10.40 am

CHAIRMAN