

---

**BRECKLAND COUNCIL**

**At a Meeting of the**

**CABINET**

**Held on Tuesday, 24 July 2018 at 9.30 am in  
Norfolk & Dereham Rooms, The Conference Suite, Elizabeth House, Dereham**

**PRESENT**

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

**Also Present**

Mr W.P. Borrett	Mr P. S. Wilkinson
-----------------	--------------------

**In Attendance**

Robert Campbell	- Inward Investment Manager
Anna Graves	- Chief Executive
Stephen James	- Communities & Environmental Services Manager
Maxine O'Mahony	- Executive Director of Strategy & Governance (Monitoring Officer)
Greg Pearson	- Senior Policy Advisor
Teresa Smith	- Democratic Services Team Leader

**Action By**

**70/18 MINUTES**

The minutes of the meeting held on 12 June 2018 were agreed as a correct record and signed by the Chairman.

**71/18 APOLOGIES**

None.

**72/18 URGENT BUSINESS**

None.

**73/18 DECLARATION OF INTERESTS**

None.

**74/18 NON-MEMBERS WISHING TO ADDRESS THE MEETING**

Councillors Borrett and Wilkinson.

**75/18 CHAIRMAN'S ANNOUNCEMENTS (IF ANY)**

Members were invited to the Norfolk Day Flag Raising event immediately

Action By

following the meeting.

**76/18 BRECKLAND COMMUNITY FUNDING APPLICATIONS (STANDING ITEM)**

None.

**77/18 MOTOR NEURONE DISEASE (MND) CHARTER**

The Executive Member for Place invited Sue Heel, a volunteer from the MND for the Norfolk, Norwich and Waveney branch since 2012 to speak. She explained to Members how the fatal, progressive disease affected the brain and the spinal cord that could leave people feeling locked in a failing body, unable to move, talk and eventually breathe. The Motor Neurone Disease Charter had been launched to promote the quality of care and support required for those that faced the conditions, and for people to understand and appreciate those difficulties.

The Chairman fully supported the Charter and said the Council would do all it could to promote the knowledge of the disease, to help and support those affected across the County.

Options

1. To agree to sign the MND Charter.
2. To not agree to sign the MND Charter.

Reasons

Members were asked to demonstrate their support for the local people affected by MND by signing the MND Charter.

**RESOLVED** that Members demonstrated their support for local people affected by Motor Neurone Disease and signed the MND Charter.

**78/18 RISK MANAGEMENT POLICY**

The Deputy Leader and Executive Member for Strategy, Governance and Transformation advised Members that Governance and Audit Committee had agreed the Risk Management Policy in June 2018. The Policy did not make any change from how the Council approached risk management, but would formally adopt the current working practices of the Council into the Policy.

Councillor Borrett, Chairman of the Governance and Audit Committee added that he and the committee were keen to see a common approach be adopted across the Council.

Options

1. Cabinet to approve the adoption of the Policy.
2. Do nothing.

Reasons

The report was seeking for Cabinet to approve the adoption of the policy. The draft policy was seeking to formally adopt the working practices implemented over the last two years through the guidance of the Governance and Audit Committee.

**RESOLVED** that Cabinet adopt the Risk Management Policy following

**Action By**

agreement by Governance and Audit committee in June 2018.

**79/18 LOCAL ENERGY EAST STRATEGY**

The Executive Member for Growth and Commercialisation informed Members that Breckland Council had been invited by the New Anglia Local Enterprise Partnership (LEP) to give formal consideration to the Local Energy East Strategy document. It would be of great opportunity to capitalise on the growth of clean energy technology as a driver of technology growth along the Cambridge-Norwich Tech corridor.

Councillor Borrett was aware of parts of the County that would be ideal for Economic development, but did not have access to energy; as a result a piece of work was underway that looked at Norfolk giving a picture of not-spots. He felt it was a key piece of work that all Councils should buy in to.

The Deputy Leader said it was a fantastic opportunity to influence future growth and utility energy growth across the District and asked what the membership would be of the panel. The Inward Investment Manager said details were unknown but it was expected a sub-group would be set up in order to support the Delivery Group of which the Chief Executive was a member.

Options

1. To provide formal endorsement of the Local Energy East Strategy, as per the report recommendation. Under this option, Breckland Council would become a named signatory of the strategy and would provide formal endorsement.
2. Do nothing. Under this option, the Council would not provide formal support for the strategy.

Reasons

The Local Energy East Strategy was focused around a number of matters of relevance to the Council's own strategic priorities, notable concerning housing and economic growth, alongside the focus within the strategy in addressing issues that impact upon the growth, including power generation and distribution. For those reasons, it was recommended that the Council provided formal endorsement of the strategy.

There was an opportunity for Breckland Council to influence the delivery of the energy strategy now that we had direct representation on two New Anglia LEP boards. We can best exert the influence as a named signatory of the strategy.

**RESOLVED** that the formal endorsement of the Local Energy East Strategy, be approved.

**80/18 COMMUNITY RESERVE POTENTIAL PROJECTS**

The Deputy Leader and Executive Member for Strategy, Governance and Transformation was pleased to present the report that provided information on how the funds within the Community Reserve would be distributed. The Community Reserve had been generated by the removal of the Council's reliance on New Homes Bonus and would allow the Council to use it with the

Action By

manner in which it had been intended.

Councillor Robinson was in support of the recommendations adding that it created a better environment for the communities within the district.

The Chairman pointed out that a significant amount of money had been allocated to support communities which had come about by ensuring the Council had carried out prudent work to streamline process, and focus on objectives that were a priority.

The Chief Executive added that a programme of work would be collated to ensure the delivery would be sustainable by working together with partners such as Department for Work and Pensions, and Town and Parish councils.

Councillor Cowen felt if the Council were going to invest funds to small businesses, support should be given to them in their infancy to ensure that they grow and develop into successful businesses.

Councillor Claussen looked forward to the delivery of the projects and gave thanks to the Leader of the Council for his vision and to the Chief Executive in delivering the projects.

The Chief Executive added the programme would be evidenced by demonstrating the how the Council received value for money on what it had spent.

Options

- 1) Do nothing
- 2) Agree that the Community Reserve can be used to establish the projects as set out in the report.

Reasons

By utilising the Community Reserve in the way set out in the report would bring significant benefits to both the Council and the residents. It would enable the council to invest in its community in a sustainable way that would bring long term financial benefits through either additional income or cost reduction. It would benefit residents by improving skills and income levels across the district.

The Council had made the decision to establish the Community Reserve. The budget for 2018-19 made provision that the money would be spent and Council Tax rates had been set taking this into account. By not spending the reserve the Council would have in affect set its Council tax rates too high.

**RESOLVED** that:

- 1) the allocation of up to £100,000 from the Community Reserve to create a themed granted scheme based on improving social mobility and delegate authority to the Deputy Leader, the Executive Member Place and the Executive Director Place to approve the developing service specification and any associate procurement activity be approved.
- 2) the allocation of up to £50,000 from the Community Reserve to carry out a feasibility study to explore the option of developing a commercial leisure offer in Swaffham, be approved.

**Action By**

- 3) the allocation of up to £50,000 from the Community Reserve to carry out a feasibility study to explore the option of developing a commercial leisure offer in Attleborough, be approved.
- 4) the allocation of up to £100,000 from the Community Reserve be spent on transport to work schemes, and delegate authority to the Deputy Leader, the Executive Member Place and the Executive Director Place to approve the award of grants to these schemes from these monies, be approved.
- 5) the allocation of up to £100,000 from the Community Reserve to create a grant scheme to help support local entrepreneurs, and delegate authority to the Deputy Leader, the Executive Member Place and the Executive Director Place to approve the award of grants to individuals, or to award the administration of this fund to a third party organisation, be approved.
- 6) the allocation of up to £50,000 from the Community Reserve be spent on providing digital skills training to Breckland residents, and delegate authority to the Deputy Leader, and the Executive Director Strategy and Governance to approve the developing service specification and any associate procurement activity, be approved.

**RECOMMEND to FULL COUNCIL:**

- 7) the allocation of £200,000 from the Community Reserve be spent on the funding of Employment Officers, and that they delegate authority to the Deputy Leader, the Executive Member Place and the Executive Director Place to approve the developing service specification and any associate procurement activity be approved.
- 8) the allocation of £500,000 from the Community Reserve to establish a scheme of leasing/buying vacant shop units to be used as start-up units for small businesses be approved.

**81/18 ANGLIA REVENUES AND BENEFITS PARTNERSHIP**

The minutes of the Anglia Revenues and Benefits Partnership Joint Committee meeting held on the 26 June 2018 were noted.

**82/18 NEXT MEETING**

The arrangements for the next meeting on Tuesday 4 September at 10:00am in the Carnegie Rooms, Cage Lane, Thetford, IP24 2EA were noted.

There would be an opportunity for Members of the public to ask questions of Cabinet Members from 9:30 to 10:00am.

**83/18 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.

**Action By**

**84/18 PRIVATE AND CONFIDENTIAL MINUTE**

The private and confidential minute was agreed and signed by the Chairman.

The meeting closed at 10.05 am

CHAIRMAN