Agenda Item 2

Declaration of Interests and Dispensations

Meeting Guidance

Non participation in case of disclosable pecuniary interest

Disclosure of Non-Registerable Interests

Dispensations

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HELLESDON PARISH COUNCIL
The Council Office Diamond Jubilee Lodge Wood View Road Hellesdon Norwich NR6 5QB
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Minutes the Meeting of Hellesdon Parish Council held on Tuesday 14th February 2023 at 7pm at The Council Chambers, Diamond Jubilee Lodge

PRESENT:

Cllr S Gurney (Chair)
Cllr K Avenell
Cllr R Forder
Cllr W Johnson
Cllr G Britton
Cllr U Franklin

In attendance: Mrs F LeBon (Clerk) and one member of the public.

WELCOME – Cllr Gurney welcomed Councillors and members of the public to the meeting. She confirmed that the meeting was quorate.

1. Apologies and Acceptance for Absence

Apologies for absence were received from Cllr D Britcher, Cllr S Bush-Trivett, Cllr G Diffey, Cllr L Douglass, Cllr D Fahy, Cllr M Fulcher, Cllr D King, Cllr R Potter and Cllr R Sear.

2. Declarations of Interest and Dispensations

None raised.

3. Minutes from Full Council meeting held 23rd January 2023

The Minutes of the Full Council meeting held on 23rd January 2023 had been previously circulated. It was **RESOLVED TO ACCEPT** these Minutes as a true and accurate record of the meeting, after a proposal from Cllr Johnson and a second from Cllr Forder.

4. Public Participation

No matters raised.

5. Reports

a) Clerk's Report

This had been previously circulated. Updates were provided on the land markings around the Fifers Lane/Cromer Road junction and caretaker recruitment. The report was **ACCEPTED**. Cllr Gurney advised that the bee hives would be inspected next week.

b) Verbal Report from District and County Councillors

Cllr Gurney, in her role as District Councillor, reported that:

- There has been an increase in kerbside recycling in the form of small electrical goods and food waste.
- The has been a delay to the move into the Horizon Building, but a large grant has been secured to allow for the installation of air source heat pumps.

In her role as County Councillor, Cllr Gurney reported that:

- There is a £60m budget deficit at Norfolk County Council. The increase in precept from Norfolk County Council is likely to be 4.99% (of which 1.99% will be ring fenced for social care).

Approved……

Date……

- The construction of the third river crossing in Great Yarmouth is underway again after work ceased after the discovery of an unexploded second world war bomb. The SWIFT team were utilised and nearly residents were evacuated.
- Faded road markings requiring refreshing will be reviewed in the parish. Cllr Forder requested a review of the offset parking spaces on Hercules Road.
- There is to be a purge on debris placed on grass verges to discourage parking. The police are responsible for addressing dangerous parking. If a car is seen dangerously parked, including causing an obstruction for wheelchair users, a picture can be sent to the police, or to the Clerk to forward on.
- There remains one more week of Telec cabling on the Low Road. All remedial highway works are guaranteed for two years.
- The finalising of the legal works for the Road Traffic Order for the extension of the 30mph zone on Reepham Road is awaited.
- Shielding has been installed around the belisha beacons on the new zebra crossing on Middletons Lane to screen the light to adjacent properties.

c) Verbal Update from Chairman

Cllr Gurney attended a production of 9 to 5 at Hellesdon High School, and complimented the quality of the production.

6. Financial Matters

a) Bank Reconciliation – January 2023

It was **AGREED** to accept this reconciliation.

b) Earmarked reserves summary

£85,000 has been transferred from General Reserves to Earmarked Reserves. A further £85,000 will be transferred when the next tranche of CIL is received in April. This report was **NOTED**.

c) Payments – January 2023

The payments detailed in the written report were **AGREED**. It was noted that wildflower seeds had been purchased, and a request was made for extra seeding in the allotment wildflower area. The Clerk will liaise with the Facilities Manager over this request.

d) Receipts – January 2023

The receipts detailed in the written report were **AGREED**. Good income for the community centre was noted. Clarification of the income from HMRC was given as the Q3 VAT return.

e) Detailed Income and Expenditure 1st April 2022 – 31st January 2023

This written report was **ACCEPTED**.

7. Planning Committee

a) To Note the Decisions made by the Planning Committee on 10th January 2023 and 24th January 2023

The minutes and decisions arising from the Planning Committee meetings held on 10th January 2023 and 24th January 2023 had been circulated. It was **RESOLVED TO NOTE THE MINUTES AND THE DECISIONS MADE.**

8. Events Committee

a) To Note the Decisions made by the Events Committee on 24th January 2023

Cllr Douglass provided a report, which was read by Cllr Forder. The pre-Christmas events of the Civic Reception for the community centre, the public open day for the community centre and the senior citizens' party had gone well. Ideas for the Coronation had been discussed and the plans for the Summer Fayre were progressing well.

9. Community Centre

a) To Receive Report on Community Centre Refurbishment Project

Approved……

Date……

A written report had been provided for councillors on works outstanding. Remedial works in relation to the flood water remain problematic and the Clerk is liaising with the Parish Council's Project Manager to escalate this.

b) To Receive Update on Community Fridge Project

A written report had been provided, detailing grant income of £1,500 from the Hellesdon District Ward Members and a further £2,000 from the South Norfolk & Broadland Healthy Choices Fund, along with proposed expenditure. Cllr Gurney has arranged a meeting with the officer responsible for community projects at Broadland Council on 20th February to help progress this project.

c) To Consider Grant Application to Broadland Council Pride in Place Grant Scheme.

It was reported that Broadland and South Norfolk Councils have launched a Pride in Place Community Grant, funded through the UK Shared Prosperity Fund. One of the projects supported by the grant is to cover 50% of the total capital cost of a project, up to £25,000, for investment in capacity building and infrastructure support for local civil society and community groups. This would include improving community facilities.

There is currently a project outstanding for the refurbishment of the toilets in the community centre. A draft grant application had been circulated to councillors detailing the proposed project and its cost. It was **AGREED** after a proposal from Cllr Gurney and a second from Cllr Johnson to proceed with the grant application for £25,000 for a project that is anticipated to cost approximately £60,000. If successful, further match funding can be sought for the balance, or it can be taken from Earmarked reserve 347.

The Meeting Was Adjourned for Five Minutes

10. Library Protection Scheme

a) To Consider Scheme for the Protection of the Library from Vehicle Strike

No update had been received from the Estates Team at Norfolk County Council, with the exception of advising that they are still awaiting further information from Nplaw.

11. To Consider Action Regarding Complaint of Highway Safety on Cromer Road

This item was requested as an agenda item by Cllr Sparkes, but as Cllr Sparkes was not in attendance at the meeting to present the item, the concern was **NOTED**. The Clerk advised that an officer from Norfolk County Council had offered to meet with Cllr Sparkes onsite to further discuss the concerns, but it was unknown as to whether that meeting had occurred.

Cllr Gurney reported that the review of the impact of the bus lane on Cromer Road had yet to be issued.

12. To Consider Options for Photocopier Contract.

Options for a contract for a refurbished copier were previously presented to the PP&R committee, but this committee felt a new copier would be better value in the long term. Three options for a contract consisting of the new copier, printing and maintenance were presented. It was **AGREED** after a proposal from Cllr Gurney and a second from Cllr Avenell that the Parish Council should take up a 5 year contract with supplier 2 at a cost of £24.57 per month, plus printing costs.

13. Consultations

a) To Consider Response to Consultation on Norwich Walk-In Clinic

A consultation has been issued by the NHS Norfolk and Waveney Integrated Care Board, setting out details on their proposed vision for how general medical services may be provided in Norwich when the contract for the Norwich Walk-in Centre and other services expires on 31 March 2024. Three options were being consulted on.

Approved……

Date……

1) No change – reprocure services
2) Reprocure all services with the exception of the walk in centre.
3) Reprocure all services with the exception of the walk in centre – Redesign and commission the health service capacity that is provided at the Walk-in Centre in a different way.

It was **AGREED** that the Parish Council's response to this consultation should be option 1 – to reprocure all services, with the addition of improving facilities to enable better parking and prevention of queuing outside. More walk in centres should also be encouraged around Norfolk to better facilitate the geographic area.

14. To Consider Order of Signage for Cottinghams Park

Cottinghams Park currently has no informational signage for contact in the event of queries or an emergency. Draft signage was circulated in a report to councillors. These would be an aluminium composite panel (A3) fixed onto posts, via white clips. The cost for the 5 locations on Cottinghams Park would be £492 + Vat and there is currently £2,500 in Earmarked reserves under ownership signs.
It was **AGREED** to proceed with this order.

15. To Consider the Update of Hellesdon Parish Council Website

Hellesdon Parish Council's website in its current form was developed in 2015 and is built in WordPress. The current website has now lost functionality due to the way it was developed. The developer advised that the Parish Council should refrain from updating the functionality which was applied in 2015 as this would cause instability site wide. Recently the Parish Council lost use of some functionality (photo galleries) as it had become too outdated to continue use.
Prices were sought with a view to redesigning the site, adding additional functionality such as a calendar, contact page, making sure it is accessibility compliant, using a secure certificate for the domain / website and most importantly ensuring that all elements of the site can be updated inhouse in the future. The cost of redesigning the website is £1050, plus a one off cost for a secure certification of the domain and website at £165. There is £2000 in the budget for this project in 2022 / 2023.
It was **AGREED** to proceed with the website redesign.

16. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the item 17 in view of the confidential nature of the business to be transacted

This was **AGREED** after a proposal from Cllr Avenell and a second from Cllr Britton.

The Meeting was Closed to the Press and Public

17. To Receive Update on Land Proposal

A response to the Parish Council's letter, as agreed in the meeting of 23rd January 2023, had been received just prior to the meeting, The contents of the response were discussed and **NOTED**.

The Meeting Reopened to the Press and Public

18. Matters for the Next Agenda

Cllr Forder raised that matters advised as addressed by Norfolk County Council Highways in fact had not been remediated. The Clerk will escalate.

19. Time and Venue of Next Council meeting.

Tuesday 14th March 2023 at 7pm in the Council Chamber.

The meeting closed at 9.15pm

Approved……

Date……

AGENDA ITEM 5a

CLERK'S REPORT FOR COUNCIL MEETING
14th March 2023

ITEM	COMMENTS
Community Centre	Agenda item for refurbishment. Updated information is being obtained about the AV equipment and its availability. An order has been placed for a survey of all fire doors, with the intention of creating a door replacement plan. All the funding is in place for the community fridge. Guidance is awaited on volunteers to collect food products from the supermarkets.
Car Park – Community Centre	Agenda item to discuss Library Protection Scheme
Parish Council Offices Diamond Jubilee Lodge	Hearing loop in Chamber intermittent and microphone in reception area requires re-siting. Further information being obtained
Recreation Ground including Children's Play areas	A woven 'twig wall' has been created in the conservation area using vegetation cut down from Cottinghams Park. This provides a home for minibeasts and attracts other local wildlife.

Skate Park & MUGA	The Smartgate has been installed but is not yet operational. Adjustments have to be made to the gate and the software connected.
Meadow Way	No matters to report
Mountfield Park	Concerns have been raised by a parishioner about damage to their paving from the roots of trees situated in Mountfield Park. To be raised with the P,A & A committee
Cottinghams Park	The signage agreed last month has been ordered. At the request of the landowner, vegetation has been removed. This vegetation was brought to the Recreation Ground to create a woven 'twig wall'
Allotments	The planning application for the additional car parking has been validated and is in the consultation process. Broadland council has requested an extension of time to review the legalities of allotment disposal, as we will be looking to lose one plot (even though this plot is not required).
Community Orchard	No matters to report
Community Apiary	It is recommended that the honey collected last season is displayed an the community centre with a suggested donation of £5 per jar. A display can be created of how money donated will benefit the environment in terms of supporting the bees.
Cemetery Car Park	No matters to report
Persimmons Homes	Broadland Council is awaiting revised layout plans, then will re-consult. Complaints have been received about early morning working on the site. This has been raised as an enforcement matter and a copy of the Construction Management Plan has been requested from Broadland Council.
Public Toilets	The fault in the outside toilets has been repaired.
Litter & Dog Waste Bins	Hellesdon Parish Council has raised concerns with Broadland Council over an informal arrangement over the maintenance of litter and dog bins which have been provided by Broadland Council. Broadland Council has agreed to repair the litter bin on Middletons Lane (close to junction with Nursery Close) and 'will subsequently be writing to town and parish councils to clarify responsibility for installation and maintenance of street bins'. [17th November 2022] This communication has yet to be received.
Bus Shelters	As of the date of this report, the decision on Parish Partnership funding for 2 new bus shelters has been recommended for approval.
Benches	No matters to report
War Memorial	No matters to report
Highways	Reports of visibility problems with the new zebra crossing on Middletons Lane have been escalated to highways. A request has been made to highways for additional pedestrian directional signage on Middletons Lane. There is currently signage to the library, but there is no mention of the community centre and the parish office. This has been agreed by Highways and it is hoped that they will be installed early in the new financial year. A report has been made to NCC about the faded white markings on the junction between the Cromer Road and Fifers Lane. NCC has agreed to address this.

	The Clerk is working with NCC to help site welfare facilities to aid the process of the resurfacing of the footways in Neylond Crescent. Further requirements are being sought from Tarmac. The works are pencilled in for Q4 of 2023/2024, but it is hoped that the works may be brought forwards. No further information has been received to date. A request has been made to highways to replace the 'Give Way to Vehicles from the Right' signage that was not replaced after a vehicle strike on the Reepham Road / Drayton Wood Road Roundabout (inbound). Contact details have been requested for the Norwich area highways team to address long standing faults on Boundary Road. The wildflower area has been prepared at the entrance to Wood View Road. The Police have sent the Parish Council photos of parking on the junction on Foxcotte and Cottinghams Drive and have requested NCC consider double yellow lines in this area.
Staffing	A new caretaker has been recruited and volunteer assistance for the café has also been sought. Training has taken place on Manual Handling, Fire Marshall and First Aid
Street Lighting	The faulty street lighting outside White Rose Park has been rectified
Events	Agenda item
Meeting Dates	Next meeting 11th April for full council. Decision to be made on the Annual Parish Meeting and its content. The May Parish Council meeting will have to be moved, as the Clerk will not know who to email agendas to due to the lack of 3 clear days between the election and the bank holiday. Suggest Tuesday 16th May (this is still within 14 days of an election, as is legally required (LGA 1972 Sch 12 Part II para 7) Committee Meetings for PFA&A, Community Centre, Staffing and PP&R required. Clerk to liaise with the appropriate committee chairs.
Health and Safety	No matters to report
Other Matters	• The Pride in Place grant applications are in the process of being assessed by Broadland Council. • The Clerk attended a meeting at Norwich Airport as a stakeholder for their Surface Access Strategy (to reduce the carbon footprint resulting from passengers, visitors and employees of Norwich Airport). • The Clerk will be attending the Larger Councils Networking Event for clerks on 10th March. • The Chairman and the Clerk will be meeting with a representative from Broadland Council on 16th March to discuss a 'Social Supermarket' project. • The Clerk has booked on to Carbon Literacy Training on 20th March. Details of this free course can be found here: https://www.eventbrite.co.uk/e/carbon-literacy-parish-town-and-community-councils-toolkit-course-launch-tickets-570520581417#

Hellesdon Parish Council Current Year

Bank - Cash and Investment Reconciliation as at 28 February 2023

Confirmed Bank & Investment Balances

Bank Statement Balances

28/02/2023	Active Saver 4401	215,781.32	
28/02/2023	Business Current Account 2077	674.48	
28/02/2023	Petty Cash	143.44	
28/02/2023	Active Saver 7702	337,952.45	
28/02/2023	Active Saver 4503	81,427.49	
28/02/2023	Number 2 account 0958	60,457.37	
31/01/2023	Cafe float	100.00	
			696,536.55

Other Cash & Bank Balances

	20.00
	696,556.55

Receipts not on Bank Statement

	0.00
Closing Balance	**696,556.55**

All Cash & Bank Accounts

1	Current Bank Account	216,455.80
2	Petty Cash	143.44
3	Active Saver 7702	337,952.45
4	Active Saver Emergency 4503	81,427.49
5	Number 2 account	60,457.37
6	Cafe float	100.00
	Other Cash & Bank Balances	20.00
	Total Cash & Bank Balances	**696,556.55**

Hellesdon Parish Council Current Year

Earmarked Reserves

	Account	Opening Balance	Net Transfers	Closing Balance
320	EMR Play Equipment	12,190.10	-3,403.09	8,787.01
321	EMR Site Fencing	257.40		257.40
322	EMR Machinery	11,701.00	-6,000.00	5,701.00
323	EMR Hard Surface Area	15,000.00	-10,000.00	5,000.00
324	EMR Premises/Furnishing	1,900.00		1,900.00
325	EMR CCTV	2,026.00	1,370.00	3,396.00
326	EMR Elections	2,903.70	4,500.00	7,403.70
327	EMR War Memorial	4,380.00		4,380.00
328	EMR Burial Ground Land	10,000.00	-10,000.00	0.00
329	EMR Com Centre Contingency	15,739.68	0.00	15,739.68
330	EMR Parish Poll Provision	6,000.00		6,000.00
331	EMR Mountfield Park	43,026.99	-27,564.00	15,462.99
332	EMR Good Causes in Hellesdon	4,270.00		4,270.00
333	EMR Interest on Prev 9m Depos	0.00		0.00
334	EMR HEL2**	53,127.24	0.00	53,127.24
335	EMR Car Park/Paths at HCC	0.00		0.00
336	EMR Car Park Soakaway	0.00		0.00
337	EMR Driveway Sinkage	500.00		500.00
338	EMR Grit bins	1,203.62		1,203.62
339	EMR Outreach provision	0.00		0.00
340	EMR PF Ownership signs	2,500.00	-492.00	2,008.00
341	EMR Precept Shortfall	13,190.00		13,190.00
342	EMR Staff contingency payments	10,000.00		10,000.00
343	EMR Privet Hedge Driveway	500.00		500.00
344	EMR Equipment & Storafe	0.00		0.00
345	EMR Bus shelter	323.00		323.00
346	EMR Green Grid	5,140.00		5,140.00
347	EMR Land Acquisition account	59,752.17	-29,000.00	30,752.17
348	EMR Community Engagement Reser	2,350.00		2,350.00
349	EMR IT Reserve	5,241.59	2,000.00	7,241.59
350	EMR Community Apiary & allotme	131.17	-128.71	2.46
351	EMR Events	2,054.80		2,054.80
360	EMR CIL 22/23	0.00	0.00	0.00
		285,408.46	**-78,717.80**	**206,690.66**

List of Payments made between 01/02/2023 and 28/02/2023

Date Paid	Payee Name	Amount Paid	Transaction Detail
01/02/2023	Sum Up	£2.11	cafe card fee 31 Jan
01/02/2023	Trade UK	£58.13	solder seal connector & shrink
01/02/2023	Vodafone Ltd	£81.80	plan 16 Jan - 15 Feb
02/02/2023	Amazon.com	£23.93	inflatabe stick horse - fayre
02/02/2023	Ben Burgess Groundscare Equipm	£2,970.00	Hire John Deere Sep - Jan 23
02/02/2023	The Calypso Coffee Company	£72.00	coffee capsules
02/02/2023	East Fire Extinguisher & Alarm	£189.81	call out charge fire alarm
02/02/2023	Mayday Office Equipment Servic	£26.40	maint support Feb
02/02/2023	PPL PRS Ltd	£1,549.74	music licence y/e 31 Dec 23
02/02/2023	The Fresh Air Company	£540.00	ann service air con units DJL
02/02/2023	ASDA	£16.05	r/burse cafe purchases
02/02/2023	Lidl	£20.31	r/burse cafe purchases
02/02/2023	Easters Norwich	£50.57	cafe purchases
02/02/2023	Employee 23	£2.21	mileage claim
02/02/2023	Lidl	£26.65	cafe purchases r/burse TM
02/02/2023	GoPak	£47.77	riser plug pack
03/02/2023	Sum Up	£1.45	card fee cafe 2 Feb
06/02/2023	Norfolk County Council	£25.00	DBS check admin fee KH
06/02/2023	Barclays Bank Plc	£47.05	charges
07/02/2023	Nisbets Catering Equipment	£155.98	30 ltr bufalo urn
08/02/2023	Sum Up	£1.76	cafe card fee 7 Feb
08/02/2023	UK Fuels Ltd	£171.40	Fuel card Jan
10/02/2023	Sum Up	£0.25	card fee takings 9 Feb
12/02/2023	Apple.com	£0.79	i cloud storage
13/02/2023	Sum Up	£1.00	test payment
14/02/2023	Sum Up	£0.02	fee test receipt
15/02/2023	Sum Up	£1.73	card fees xtions 14 Feb
17/02/2023	Sum Up	£2.55	card fee cafe 16 Feb
20/02/2023	Anglian Water Business (Nation	£471.99	water 27 Jul - 2 Feb 23
20/02/2023	EEE 69	£3.49	cafe reimbure Lidl receipt
20/02/2023	EEE 65	£53.28	cafe r/burse receipts
20/02/2023	Cllr Gurney	£14.54	Senior citz club r/bursement
20/02/2023	EEE 62	£82.31	R/burse DBS check/photo card
20/02/2023	Easters Norwich	£201.63	cafe purchases
20/02/2023	Anglia Culinary Suppliers Ltd	£295.44	cafe purchases
20/02/2023	Johnson	£6.88	damage caused by tree
20/02/2023	Custance & Son Ltd	£254.09	boiler repair tractor shed
20/02/2023	Huws Gray Ridgeons	£63.64	post fix
20/02/2023	Norse Commercial Services Ltd	£1,123.20	lock/unlock parks Jan 23
20/02/2023	Norwich Electrical Co Ltd	£66.00	call out external toilet
21/02/2023	Petty Cash	£200.00	Top up petty cash
21/02/2023	Sum Up	£1.47	card fees PID 250730 17 Feb
22/02/2023	Sum Up	£0.54	card fee cafe takings 21 Feb
24/02/2023	Total Gas & Power	£35.33	elec Jan 23 allotments
24/02/2023	Sum Up	£1.60	cafe card fee 23 Feb
27/02/2023	Broadland District Council	£624.00	business rates office
27/02/2023	Total Gas & Power	£573.88	elec HCC Jan 23

27/02/2023	Total Gas & Power	£1,198.45	elec HCC Jan 23
28/02/2023	Total Gas & Power	£1,644.50	gas HCC J an 23
28/02/2023	Anglian Water Business (Nation	£4.69	water allots 12 Nov-11 Feb 23
28/02/2023	Anglian Water Business (Nation	£12.84	water allots 12 Nov-11 Feb 23
		£13,020.25	

01/02/2023	Regular Hirers HCC	HCC hire	£324.00
01/02/2023	Regular Hirers HCC	HCC hire	£155.52
01/02/2023	Takings - Cafe	cafe card receipts 31 Jan	£125.50
02/02/2023	Norfolk County Council	community grant	£2,000.00
02/02/2023	Regular Hirers HCC/ courts	HCC/court hire	£527.76
02/02/2023	Sports booking	football pitch hire	£42.00
02/02/2023	Regular Hirers HCC	HCC hire	£388.80
02/02/2023	Regular Hirers HCC	HCC hire	£369.36
02/02/2023	Takings - Cafe	cafe cash takings 2 Feb	£138.40
02/02/2023	Takings - Cafe	cafe card takings 2 Feb	£85.60
03/02/2023	Broadland District Council	grant community fridge	£500.00
03/02/2023	Casual Hire	Hire ML 28 Oct bal paymnt	£1.10
03/02/2023	Regular Hirers HCC	HCC hire	£58.32
03/02/2023	Sports booking	football training	£32.40
06/02/2023	Barclays Bank Plc	loyalty reward	£7.71
06/02/2023	Norwich Door to Door	Hire ML hall 15 Apr 23	£218.04
06/02/2023	Sports booking	football pitch hire	£94.80
06/02/2023	Regular Hirers HCC	HCC hire	£63.02
06/02/2023	Regular Hirers HCC	HCC hire	£131.24
06/02/2023	Regular Hirers HCC	HCC hire	£200.40
07/02/2023	Regular Hirers HCC	HCC hire	£113.40
07/02/2023	Takings - Cafe	cafe cash takings 7 Feb	£158.80
07/02/2023	Takings - Cafe	cafe card receipts 7 Feb	£105.40
08/02/2023	Regular Hirers HCC	HCC hire	£24.00
09/02/2023	Takings - Cafe	cash takings cafe 9 Feb	£284.80
09/02/2023	Takings - Cafe	card takings cafe 9 Feb	£14.20
10/02/2023	Regular Hirers HCC	HCC hire	£324.00
10/02/2023	Regular Hirers HCC	HCC hire	£58.32
13/02/2023	Casual Hire	deposit 17/06/2023 ML	£77.56
13/02/2023	Casual Hire	Hire OH room 28 Feb 23	£78.48
13/02/2023	Casual Hire	Hire ML 3 Jun 23 deposit	£42.12
13/02/2023	Regular Hirers HCC	HCC hire	£28.68
14/02/2023	Casual Hire	Deposit ML 24/2/24 Just Friends	£66.66
14/02/2023	Casual Hire	Deposit ML 26/10/24 Just Friends	£66.66
14/02/2023	Casual Hire	Deposit ML 14/12/24 Just Friends	£66.66
14/02/2023	Sum Up	test payment reader not working	£1.00
15/02/2023	Takings - Cafe	cafe card receipts 14 Feb	£101.70
16/02/2023	Allotment User	plot 133 rent	£71.25
16/02/2023	Takings - Cafe	cash takings cafe 16 Feb	£127.20
17/02/2023	Allotment User	plot 52a rent	£58.15
17/02/2023	Broadland District Council	grant community fridge	£500.00
17/02/2023	Casual Hire	deposit Kitchen/ML	£29.16
17/02/2023	Regular Hirers HCC	HCC hire	£194.40
17/02/2023	Sports booking	football training	£32.40
17/02/2023	Takings - Cafe	cafe card receipts 16 Feb	£149.70
17/02/2023	Takings - Cafe	cafe cash takings 14 Feb	£165.10
20/02/2023	Casual Hire	Hire OH room 28 Feb	£18.00

20/02/2023	Regular Hirers HCC	HCC hire	£139.20
21/02/2023	Casual Hire	Hire HCC 2 Dec 23	£174.48
21/02/2023	Takings - Cafe	cafe cash takings 21 Feb	£138.70
21/02/2023	Takings - Cafe	cafe card receipts 21 Feb	£32.40
22/02/2023	Casual Hire	Hire ML 3 Jun 23 Bull	£12.96
22/02/2023	Misc income	training Taverham PC	£60.00
23/02/2023	Casual Hire	ML 18 Mar Jalo	£317.24
23/02/2023	Takings - Cafe	cash receipts cafe 23 Feb	£164.00
23/02/2023	Takings - Cafe	part cafe card receipts 23 Feb	£94.90
27/02/2023	Casual Hire	Hire ML hall 29 Apr Claxton	£187.92
27/02/2023	Casual Hire	Hire ML hall 21 Apr Quinton	£51.85
28/02/2023	Takings - Cafe	cash receipts 28 Feb	£126.45
			£9,921.87

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100	Community Centre								
1400	Community Centre Income	0	39,114	15,000	(24,114)			260.8%	
1410	Community Centre Inc ML Room	1,770	7,283	0	(7,283)			0.0%	
1415	Community Centre Inc SW Room	1,045	4,147	0	(4,147)			0.0%	
1420	Community Centre Inc OH Room	105	203	0	(203)			0.0%	
1425	Community Centre Inc Spr Room	192	1,473	0	(1,473)			0.0%	
1435	Warm room grants	0	1,100	0	(1,100)			0.0%	
1440	Community Centre Inc Ww Room	0	27	0	(27)			0.0%	
1445	Community centre kitchenette	57	280	0	(280)			0.0%	
1455	Community centre stage hire	5	15	0	(15)			0.0%	
1460	Hire of flasks	40	160	0	(160)			0.0%	
1475	Storage charge	45	155	0	(155)			0.0%	
	Community Centre :- Income	**3,259**	**53,956**	**15,000**	**(38,956)**			**359.7%**	**0**
4150	Utilities	1,951	6,286	24,060	17,774		17,774	26.1%	
4250	PHS services	0	1,111	2,289	1,178		1,178	48.6%	
4295	Equipment - New/Replacement	236	1,429	1,000	(429)		(429)	142.9%	
4300	Equipment-Repair/Maintenance	100	515	500	(15)		(15)	102.9%	
4416	Water dispenser	0	0	362	362		362	0.0%	
4435	Contingencies	0	125	0	(125)		(125)	0.0%	
4450	Inspections	30	1,205	624	(581)		(581)	193.0%	
4480	Memberships & Subscriptions	0	1,748	1,680	(68)		(68)	104.0%	
4560	Property Maintain/Replacement	432	1,785	1,500	(285)		(285)	119.0%	
4625	Senior Citizens club	43	43	0	(43)		(43)	0.0%	
4630	Consumables	0	134	25	(109)		(109)	534.7%	
4635	cleaning agents/materials	(4)	1,151	1,500	349		349	76.8%	
4645	Warm room expenditure	0	843	0	(843)		(843)	0.0%	
4695	community centre redevelopment	0	498,726	0	(498,726)		(498,726)	0.0%	
	Community Centre :- Indirect Expenditure	**2,789**	**515,101**	**33,540**	**(481,561)**	**0**	**(481,561)**	**1535.8%**	**0**
	Net Income over Expenditure	**470**	**(461,145)**	**(18,540)**	**442,605**				
110	Administration								
1076	Precept	0	552,939	0	(552,939)			0.0%	7,870
1085	Grants received	3,000	3,500	0	(3,500)			0.0%	
1099	Community Infrastructure	0	91,597	0	(91,597)			0.0%	91,597
1325	Recharged Legal Fees	0	895	0	(895)			0.0%	
	Administration :- Income	**3,000**	**648,931**	**0**	**(648,931)**				**99,467**
4065	councillor training	0	74	1,000	926		926	7.4%	
4070	Profess Fees/Agency Personnel	0	4,002	0	(4,002)		(4,002)	0.0%	
4465	External Audit	0	2,000	1,365	(635)		(635)	146.5%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4470	Internal Audit	0	2,220	2,500	280		280	88.8%	
4475	Legal Fees	0	500	5,000	4,500		4,500	10.0%	
4480	Memberships & Subscriptions	0	1,611	1,540	(71)		(71)	104.6%	
4550	Insurance	0	9,879	10,171	292		292	97.1%	
	Administration :- Indirect Expenditure	**0**	**20,287**	**21,576**	**1,289**	**0**	**1,289**	**94.0%**	**0**
	Net Income over Expenditure	**3,000**	**628,644**	**(21,576)**	**(650,220)**				
6001	less Transfer to EMR	0	99,467						
	Movement to/(from) Gen Reserve	**3,000**	**529,177**						
120	Staff								
4000	Admin Staff	6,745	73,456	147,638	74,183		74,183	49.8%	
4010	Groundstaff	5,124	52,293	93,429	41,136		41,136	56.0%	
4020	Care Takers	3,208	35,521	87,360	51,839		51,839	40.7%	
4025	Cafe Staff	1,254	5,756	0	(5,756)		(5,756)	0.0%	
4030	Additional Staff	0	0	6,500	6,500		6,500	0.0%	
4040	PAYE	3,597	34,059	0	(34,059)		(34,059)	0.0%	
4045	Pension Scheme	4,173	45,173	0	(45,173)		(45,173)	0.0%	
4055	Staff training	0	2,480	2,500	20	3,000	(2,980)	219.2%	
4080	Employer NI	1,672	17,087	0	(17,087)		(17,087)	0.0%	
4090	Protective clothing/workwear	205	1,735	3,000	1,265		1,265	57.8%	
	Staff :- Indirect Expenditure	**25,978**	**267,558**	**340,427**	**72,869**	**3,000**	**69,869**	**79.5%**	**0**
	Net Expenditure	**(25,978)**	**(267,558)**	**(340,427)**	**(72,869)**				
130	Council Office								
1355	Provision of training	150	150	0	(150)			0.0%	
1360	Electricity FIT	0	361	358	(3)			100.7%	
1490	Misc donations received	0	100	0	(100)			0.0%	
	Council Office :- Income	**150**	**611**	**358**	**(253)**			**170.5%**	**0**
4112	Advertising	0	324	185	(139)		(139)	175.1%	
4150	Utilities	1,992	12,947	13,924	977		977	93.0%	
4250	PHS services	0	21	53	32		32	39.9%	
4295	Equipment - New/Replacement	0	81	2,500	2,419		2,419	3.2%	
4400	Chairman's Budget	0	1,229	1,500	271		271	81.9%	
4405	Expense/Mileage Members	0	24	100	77		77	23.5%	
4410	Expense/Mileage Staff	2	80	100	20		20	80.5%	
4415	Refreshments	17	303	300	(3)		(3)	101.1%	
4420	Telephone and Broadband	213	4,700	3,500	(1,200)		(1,200)	134.3%	
4425	IT Support and Maintenance	394	4,083	4,954	871		871	82.4%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4430	Photocopier	315	2,358	2,500	142		142	94.3%	
4435	Contingencies	0	25	250	225		225	10.0%	
4440	Stationery	111	583	500	(83)		(83)	116.5%	
4445	Postage	4	65	150	85		85	43.3%	
4450	Inspections	0	546	624	78		78	87.5%	
4485	Other Licences/Fees	219	3,230	2,914	(316)		(316)	110.8%	
4500	PWLB	0	43,095	43,094	(1)		(1)	100.0%	
4560	Property Maintain/Replacement	0	1,081	2,500	1,419		1,419	43.2%	
4565	Elections/Parish Poll	0	0	4,500	4,500		4,500	0.0%	
4570	Church Grass Cutting Contribut	0	0	750	750		750	0.0%	
4595	Misc contributions	0	50	200	150		150	25.0%	
4630	Consumables	0	103	25	(78)		(78)	411.7%	
4635	cleaning agents/materials	0	47	20	(27)		(27)	235.4%	
	Council Office :- Indirect Expenditure	**3,267**	**74,974**	**85,143**	**10,169**	**0**	**10,169**	**88.1%**	**0**
	Net Income over Expenditure	**(3,117)**	**(74,363)**	**(84,785)**	**(10,422)**				
150	Investment								
1080	Bank Interest Received	0	207	900	693			23.0%	
1090	Monthly Loyalty Rewards	8	24	8	(16)			302.3%	
	Investment :- Income	**8**	**231**	**908**	**677**			**25.4%**	**0**
4060	Bank Charges	69	373	180	(193)		(193)	207.4%	
	Investment :- Indirect Expenditure	**69**	**373**	**180**	**(193)**	**0**	**(193)**	**207.4%**	**0**
	Net Income over Expenditure	**(61)**	**(142)**	**728**	**870**				
160	Planning								
4130	Hire of Rooms	0	325	300	(25)		(25)	108.3%	
	Planning :- Indirect Expenditure	**0**	**325**	**300**	**(25)**	**0**	**(25)**	**108.3%**	**0**
	Net Expenditure	**0**	**(325)**	**(300)**	**25**				
170	Health and Safety								
4135	Consultancy Fees	0	4,547	2,400	(2,147)		(2,147)	189.4%	
4140	Defibrillator	0	(29)	300	329		329	(9.7%)	
4295	Equipment - New/Replacement	0	154	150	(4)		(4)	102.8%	
4630	Consumables	0	17	0	(17)		(17)	0.0%	
	Health and Safety :- Indirect Expenditure	**0**	**4,689**	**2,850**	**(1,839)**	**0**	**(1,839)**	**164.5%**	**0**
	Net Expenditure	**0**	**(4,689)**	**(2,850)**	**1,839**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
180	Media and Communications								
4105	Newsletter-Printing/Distributi	195	4,190	5,000	810		810	83.8%	
4110	Website and Emails	1,040	1,959	3,000	1,041	1,034	7	99.8%	
4155	IT Infrastructure	0	0	2,000	2,000		2,000	0.0%	
4460	CCTV	0	0	1,450	1,450		1,450	0.0%	
4685	Noticeboards	0	3,698	4,725	1,027	3,698	(2,671)	156.5%	
Media and Communications :- Indirect Expenditure		**1,235**	**9,847**	**16,175**	**6,328**	**4,732**	**1,596**	**90.1%**	**0**
	Net Expenditure	**(1,235)**	**(9,847)**	**(16,175)**	**(6,328)**				
190	Stores								
4150	Utilities	0	1,472	1,505	33		33	97.8%	
	Stores :- Indirect Expenditure	**0**	**1,472**	**1,505**	**33**	**0**	**33**	**97.8%**	**0**
	Net Expenditure	**0**	**(1,472)**	**(1,505)**	**(33)**				
195	Tractor Shed								
4150	Utilities	0	3,144	3,213	69		69	97.8%	
4450	Inspections	0	310	552	242		242	56.2%	
4560	Property Maintain/Replacement	212	212	375	163		163	56.5%	
	Tractor Shed :- Indirect Expenditure	**212**	**3,665**	**4,140**	**475**	**0**	**475**	**88.5%**	**0**
	Net Expenditure	**(212)**	**(3,665)**	**(4,140)**	**(475)**				
200	Residents' Parties								
4115	Consumable- Food/Beverage	0	567	500	(67)		(67)	113.5%	
4120	Over 65 Entertainment	0	0	300	300		300	0.0%	
4630	Consumables	0	141	50	(91)		(91)	282.1%	
	Residents' Parties :- Indirect Expenditure	**0**	**709**	**850**	**141**	**0**	**141**	**83.4%**	**0**
	Net Expenditure	**0**	**(709)**	**(850)**	**(141)**				
205	Events								
1480	Events income	0	515	0	(515)			0.0%	
	Events :- Income	**0**	**515**	**0**	**(515)**				**0**
4122	Events	260	2,056	3,000	944		944	68.5%	
	Events :- Indirect Expenditure	**260**	**2,056**	**3,000**	**944**	**0**	**944**	**68.5%**	**0**
	Net Income over Expenditure	**(260)**	**(1,541)**	**(3,000)**	**(1,459)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
210	Grounds								
1200	Football Hire Charges	195	1,077	350	(727)			307.7%	
1210	Football Training Area Hire	108	1,334	2,415	1,081			55.2%	
1215	Grass cutting agreement	0	14,469	13,213	(1,256)			109.5%	
1270	Floodlights Income	0	4	0	(4)			0.0%	
	Grounds :- Income	**303**	**16,884**	**15,978**	**(906)**			**105.7%**	**0**
4195	Keys/Locks	0	513	290	(223)		(223)	176.8%	
4200	Locking parks	912	9,379	0	(9,379)		(9,379)	0.0%	
4205	Replacement Bins	0	0	250	250		250	0.0%	
4210	Emptying Bins/Fresheners	0	4,037	4,329	292		292	93.2%	
4215	Seats - Repair/Replacement	0	0	500	500		500	0.0%	
4220	Signage - New/Replacement	492	532	200	(332)		(332)	266.0%	492
4225	Floodlights Maintenance/Repair	0	0	525	525		525	0.0%	
4245	Highway grass verge cutting	0	12,996	11,684	(1,312)		(1,312)	111.2%	
4255	Skip hire	260	2,180	2,400	220		220	90.8%	
4260	Shrub/Tree/Hedge	0	177	750	573		573	23.7%	
4270	Fertilisers/Weed & Moss Killer	993	1,208	1,878	670		670	64.3%	
4295	Equipment - New/Replacement	0	89	500	411		411	17.8%	
4320	Small tools	0	161	1,575	1,414		1,414	10.3%	
4325	fence repairs	0	12,559	6,132	(6,427)		(6,427)	204.8%	7,564
4390	Materials	108	3,538	4,138	600		600	85.5%	
4395	Wetting Agents/Preservatives	0	0	353	353		353	0.0%	
4435	Contingencies	7	180	4,000	3,820		3,820	4.5%	
4630	Consumables	0	73	262	189		189	27.8%	
4635	cleaning agents/materials	0	93	310	217		217	30.1%	
	Grounds :- Indirect Expenditure	**2,772**	**47,715**	**40,076**	**(7,639)**	**0**	**(7,639)**	**119.1%**	**8,056**
	Net Income over Expenditure	**(2,469)**	**(30,832)**	**(24,098)**	**6,734**				
6000	plus Transfer from EMR	492	8,056						
	Movement to/(from) Gen Reserve	**(1,977)**	**(22,776)**						
220	Machinery and Vehicles								
4160	Repairs/Maintenance	0	509	714	205		205	71.3%	
4265	Fuel	143	1,398	1,500	102		102	93.2%	
4290	Servicing	0	4,051	5,800	1,749		1,749	69.8%	
4295	Equipment - New/Replacement	0	304	0	(304)		(304)	0.0%	
4305	Parts- Repair/Replace/Spare	0	0	0	(0)		(0)	0.0%	
4310	Hire of Machinery	745	5,470	6,975	1,505		1,505	78.4%	
	Machinery and Vehicles :- Indirect Expenditure	**888**	**11,731**	**14,989**	**3,258**	**0**	**3,258**	**78.3%**	**0**
	Net Expenditure	**(888)**	**(11,731)**	**(14,989)**	**(3,258)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
230	Trees								
4240	Emergency Work	0	0	1,500	1,500	945	555	63.0%	
4455	work & inspections	980	8,235	7,000	(1,235)	220	(1,455)	120.8%	
	Trees :- Indirect Expenditure	**980**	**8,235**	**8,500**	**265**	**1,165**	**(900)**	**110.6%**	**0**
	Net Expenditure	**(980)**	**(8,235)**	**(8,500)**	**(265)**				
240	Allotments								
1100	Allotment Income	33	3,211	3,299	88			97.3%	
1105	Allotment administration fee	25	113	100	(13)			112.5%	
1110	Water Charge	0	935	750	(185)			124.7%	
1115	Pest control charge	0	504	625	121			80.6%	
1335	Refund street lighting	0	900	0	(900)			0.0%	
	Allotments :- Income	**58**	**5,662**	**4,774**	**(888)**			**118.6%**	**0**
4145	Landowner Rent	0	1,363	1,243	(120)		(120)	109.6%	
4150	Utilities	51	1,439	1,113	(326)		(326)	129.3%	
4170	Pest Control	0	350	625	275		275	56.0%	
4175	Best Kept Allotm. Competition	0	0	100	100		100	0.0%	
4560	Property Maintain/Replacement	0	551	2,081	1,530		1,530	26.5%	129
	Allotments :- Indirect Expenditure	**51**	**3,703**	**5,162**	**1,459**	**0**	**1,459**	**71.7%**	**129**
	Net Income over Expenditure	**7**	**1,960**	**(388)**	**(2,348)**				
6000	plus Transfer from EMR	0	129						
	Movement to/(from) Gen Reserve	**7**	**2,088**						
250	Play Areas								
4300	Equipment-Repair/Maintenance	0	592	2,750	2,158		2,158	21.5%	
4450	Inspections	0	263	250	(13)		(13)	105.0%	
	Play Areas :- Indirect Expenditure	**0**	**854**	**3,000**	**2,146**	**0**	**2,146**	**28.5%**	**0**
	Net Expenditure	**0**	**(854)**	**(3,000)**	**(2,146)**				
255	Hard Courts and Car Park								
1225	Outside courts	6	1,154	500	(654)			230.7%	
	Hard Courts and Car Park :- Income	**6**	**1,154**	**500**	**(654)**			**230.7%**	**0**
4300	Equipment-Repair/Maintenance	0	40	0	(40)		(40)	0.0%	
4340	Surface - Repair	0	0	1,570	1,570		1,570	0.0%	
4560	Property Maintain/Replacement	635	815	2,200	1,385		1,385	37.0%	
4580	Car Park/ Pathways	0	170	0	(170)		(170)	0.0%	
	Hard Courts and Car Park :- Indirect Expenditure	**635**	**1,024**	**3,770**	**2,746**	**0**	**2,746**	**27.2%**	**0**
	Net Income over Expenditure	**(629)**	**130**	**(3,270)**	**(3,400)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
260	Bowling Green								
1240	Bowls Hire Charges	0	1,800	1,800	0			100.0%	
	Bowling Green :- Income	**0**	**1,800**	**1,800**	**0**			**100.0%**	**0**
4160	Repairs/Maintenance	0	0	210	210		210	0.0%	
4390	Materials	0	758	1,071	313		313	70.8%	
	Bowling Green :- Indirect Expenditure	**0**	**758**	**1,281**	**523**	**0**	**523**	**59.2%**	**0**
	Net Income over Expenditure	**0**	**1,042**	**519**	**(523)**				
265	Memorials								
4360	Rose Renewal	0	0	420	420		420	0.0%	
4575	War Memorial	0	0	473	473		473	0.0%	
	Memorials :- Indirect Expenditure	**0**	**0**	**893**	**893**	**0**	**893**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(893)**	**(893)**				
270	Traffic Highways/Environment								
1350	Parish Partnership grant	0	3,200	3,200	0			100.0%	
	Traffic Highways/Environment :- Income	**0**	**3,200**	**3,200**	**0**			**100.0%**	**0**
4650	SAM2 Weekly Move	0	823	1,200	378		378	68.5%	
4655	Bus Shelters	0	0	500	500		500	0.0%	
4670	Parish Partnership Scheme	0	6,400	6,400	0		0	100.0%	
	Traffic Highways/Environment :- Indirect Expenditure	**0**	**7,223**	**8,100**	**878**	**0**	**878**	**89.2%**	**0**
	Net Income over Expenditure	**0**	**(4,023)**	**(4,900)**	**(878)**				
300	Cafe								
1500	Café Income	1,672	5,162	0	(5,162)			0.0%	
	Cafe :- Income	**1,672**	**5,162**	**0**	**(5,162)**				**0**
1610	cafe capital costs	0	6,651	0	(6,651)		(6,651)	0.0%	
4630	Consumables	120	176	0	(176)		(176)	0.0%	
4710	Café Purchases	1,047	3,588	0	(3,588)		(3,588)	0.0%	
	Cafe :- Indirect Expenditure	**1,167**	**10,414**	**0**	**(10,414)**	**0**	**(10,414)**		**0**
	Net Income over Expenditure	**505**	**(5,252)**	**0**	**5,252**				

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Hellesdon Parish Council Current Year

Detailed Income & Expenditure by Budget Heading 28/02/2023

Month No: 11

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	**8,454**	**738,105**	**42,518**	**(695,587)**			**1736.0%**	
Expenditure	**40,301**	**992,714**	**595,457**	**(397,257)**	**8,897**	**(406,154)**	**168.2%**	
Net Income over Expenditure	**(31,847)**	**(254,609)**	**(552,939)**	**(298,330)**				
plus Transfer from EMR	**492**	**8,185**						
less Transfer to EMR	**0**	**99,467**						
Movement to/(from) Gen Reserve	**(31,355)**	**(345,891)**						

Meeting of Hellesdon Parish Council

14th March 2023

Item 6f) To Consider Amendment to Financial Regulations to Support Friday Friends Group

The Friday Friends Group has started with great success, and donations have been received from members to support the running of the group. De minimis items are also purchased to create activities for the group. Discussions have been held as to the group holding onto the income, and this be used to facilitate the future activities of the group, which makes sense as the group leaders know what the group needs in the form of activities and refreshments. But, this falls foul of Fin Reg 9.5 which states:

9.5. All sums received on behalf of the council shall be banked intact as directed by the RFO. In all cases, all receipts shall be deposited with the council's bankers with such frequency as the RFO considers necessary.

We could add to this:
'The exception to banking money intact would be income for the Friday Friends Group. Income from Friday Friends, whilst the group is run as a Parish Council activity, may be used to facilitate future group activities. At the end of each month, a statement of income and expenditure should be passed to the RFO for accounting purposes. Any amount held in excess of the Parish Council's insurance liabilities must be passed to the RFO for banking.'

This would strike a balance between the efficient running of the group, the safeguarding of the money, and the protection of those running the group under the umbrella of the Parish Council.

Clarity is being sought on whether the income and expenditure is deemed as 'Parish Council Income and Expenditure' and thus being added to the annual accounting statements, or whether the funds are being held on behalf of the group, in a similar way a Trust Fund would be held.

Hellesdon Parish Council - Clerk

From: [redacted]
Sent:
To:
Cc:

Subject: BROADLAND TREE WARDEN NETWORK REQUEST FOR DONATIONS

To all Broadland Town Councils, Parish Councils and Parish Meetings.

Good Morning,

It is that time of year when I ask all Broadland's parishes to consider making a donation for 2023/2024 to the Network to help us continue the work we have been doing.

This year we have planted 1,385 trees and hedging plants and continued first-aid and tree safety training for our Tree Wardens, all funded from our £7,000 budget from Broadland District Council.

Unfortunately however, that budget does not cover the cost of our registration with The Tree Council or our insurance premium. We also have to hire premises for our meetings and meet the normal running costs that one would expect with such a voluntary group. That is why I ask our parishes for a donation to help us continue.

In these days of economic restraint I am more that aware that parishes have to reduce expenditure as much as possible, but I feel that a minimum donation of £50 is not a lot to ask from each parish.

So may I please ask you to put this before your Council at its next meeting?

I look forward to hearing from you in due course.

Kindest regards,

[redacted]

[redacted]

Broadland Tree Warden Network Co-ordinator

[redacted]

Hellesdon Parochial Church Council
Registered charity number 1144178
Churches of St Mary and St Paul

Mrs N Carver
Parish Clerk
Hellesdon Parish Council
Diamond Jubilee Lodge
Wood View Road
Norwich
NR6 5QB

c/o The Vicarage
Broom Avenue
Hellesdon
Norwich
NR6 6LG
Tel; 01603 426902
hellesdonchurches@gmail.com

8th February 2023

Dear Natasha

Grass cutting at St Mary's Churchyard and New Burial Ground 2022

I am writing on behalf of Hellesdon Parochial Church Council (PCC) to request a contribution from Hellesdon Parish Council towards the cost of grass cutting at St Mary's Churchyard and New Burial Ground in 2022.

The charges made in 2022 by the PCC's contractors, Adam's Home Service, for cutting the grass from April to October (invoices were dated May through to November) was £625 per month, with an additional partial cut in November costing £430. This makes the total for eight cuts throughout the 2022 season was £4,805. I am enclosing a copy of an invoice as an example and an extract from PCC's accounts to evidence the monthly payments (there was also additional expenditure paid out from the Churchyard fund in May, August and October which was not for grass cutting).

PCC would be very grateful for as generous a contribution towards these expenses as the Parish Council is able to make.

Kind regards

[redacted]
Parish Administrator and PCC Secretary

Hellesdon PCC

Movement of Funds: Restricted Funds

		St Mary's Churchyard		
Date	Details	Rec	Exp	Bal
1.1.22	Opening Balance			368.37
Jan	grant	760.00	29.04	
Feb	cbf	111.36		
Mch		10.00		
Apr		10.00		
May	cbf	111.36	672.28	
June		10.00	625.00	
July		10.00	625.00	
Aug	cbf	111.36	683.39	
Sept		10.00	625.00	
Oct		10.00	670.45	
Nov	cbf	113.54	625.00	
Dec		10.00	430.00	
		1,277.62	4,985.16	- 3,339.17

Adams Home Services

INVOICE NO. 3503
DATE 03/06/2022
DUE DATE 10/06/2022
TERMS within 7 days

DESCRIPTION	QTY	RATE	AMOUNT
Gardening Gardening	1	625.00	625.00

BALANCE DUE **£625.00**

GRASS CUTTING PAYTS

MAY	625
JUNE	625
JULY	625
AUG	625
SEPT	625
OCT	625
NOV	625
DEC	430
	4805 =

[redacted]

Clerks Note:
Hellesdon Parish Council has £750 in the budget for this expenditure

HELLESDON PARISH COUNCIL
The Council Office, Diamond Jubilee Lodge, Wood view Road, Hellesdon, Norwich, NR6 5QB
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: contact@hellesdon-pc.gov.uk

Minutes of the meeting of the Planning Committee held on Tuesday 14th February 2023 at 6:15pm in Hellesdon Community Centre, Wood View Road, Hellesdon

PRESENT:
Cllr G. Britton Cllr B. Johnson
Cllr U. Franklin

Also In Attendance
L. Pointin – Senior Admin Officer
Two members of the public
The Chair welcomed all to the meeting.

1. Apologies and acceptance for absence
Apologies were received from Cllr R. Sear, Cllr M. Fulcher.

2. **Declarations of Interest and Dispensations**
3. No declarations made.

3. To receive approval of minutes of the committee meeting held on 24th January 2022 from those members present at the held meeting.
Minutes were previously circulated and **AGREED** by those present.

4. Public Participation (as permitted by Standing Order 3.d & 5.k. xiii)
2 members of the public attended to provide a broader overview of planning application 20230143.

5. General Matters/Planning Outcomes
Applications Determined and awaiting Decision- This Information provided with the Agenda was **NOTED.**

6. Planning Applications for Consideration

Application	Agreed Response
20230060 16-18 Dennis Road, NR6 6UB Erection of 2 storm porches. New windows and internal alterations.	No objection.
20230143 Former Nansa Charity Shop,124 Meadow Way, NR6 6XU Change of use from Charity Shop to Meals on Wheels.	Object on the grounds it would be detrimental to residential amenities.

7. Exchange of Information

No further information exchanged.

Approved.....

Date.....

8. **Date, time and venue of next meeting**

Next meeting will be held on Tuesday 28th February 2023 at 6.15pm if there are sufficient applications.

The meeting closed at 6.45 pm.

DRAFT

Approved.....

Date.....

HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: contact@hellesdon-pc.gov.uk

Minutes of the Meeting of Hellesdon Events Committee Held on Tuesday 28th February 2023, 4.00 pm in the Council Chamber

Present at the Meeting
Cllr L. Douglass
Cllr R. Forder
Cllr B. Johnson
Cllr D. Britcher
F. LeBon - Clerk
L. Pointin – Senior Admin Officer
J. Jenkins - Compere

Welcome
The Chair welcomed the members present along with Jack Jenkins the Master of Ceremonies for the 24th June 2023.

1. Apologies and acceptance for absence
Apologies were received from Cllr S. Gurney.

2. Declaration of Interest and Dispensations
No dispensations or declarations were made.

3. To receive approval of the minutes of the committee meeting held on Monday 24th January 2023.
Minutes were circulated and **AGREED** by those present at the meeting held.

4. Public Participation (as permitted by Standing Order 3.d & 5.k. xiii)
No member of the public attended the meeting.

5. Easter Trail 2023
The Clerk and Senior Admin Officer will do some work on a trail with clues which will be published as an event on Facebook as well as Just Hellesdon, the event will run from the 3rd April – 16th April 2023.

6. Coronation Competitions
Although the idea of having competitions for the Coronation is positive, there is concern around community engagement as Monday the 8th May is the 'Big Help' day.
The clerk has suggested commemorative gifts which could be given to primary school / junior and senior school students, a wildlife seeds packet, a pin badge or other keepsakes.
This is now to be taken to Full Council to explore further ideas.

7. Summer Fayre 2023
- Senior Admin Officer to see if Dimascio are able to provide 2 vans on the day.
- There seems to be an issue with vendors not having an electricity supply, the suggestion is always that they hire a generator. We have two power outlets on the recreation ground, it is preferable these are not used. Consideration would need to be given to pitch hire if the Parish Council is supplying electricity.
- Cakes by Lauren has confirmed attendance to Cllr Douglass.

Approved…….....

Date.....

DRAFT

- It has been agreed that this year we will not have a dedicated band.
- We will be running the same competitions as the previous year with additional activities of a Hobby Horse Derby and Wellie Wanging. The Wellie Wanging will take place in the tennis courts so as to avoid any mishaps. This can be for all age groups, donations will be required for wellington boots but will avoid asking through Facebook to ensure we are not deluged with them. The fence will have markers for varying distances. There will be 3 age groups; up to 8 years old, 8 to 14 years and adults.
- Prizes for Wellie Wanging will be £25 Amazon gift vouchers for each group and will be purchased out of the 2022 / 2023 budget.
- Senior Admin Officer has been looking at the cost of tug-of-war rope which is quite expensive and we are now faced with the issue of being unable to purchasing items without a debit / credit card. The Clerk advised that we have an account with Harrod so this is an avenue to explore for purchasing the tug-of-war rope as this is to be the main event for the games.
- Senior Admin Officer to look at shields for tug-of-war which will be awarded to the winning team, this will be an annual main event.
- Contact will be made with U-Fit to see if they are able to run 'Beat the Goalie' as this was quite popular last year.
- Jack Jenkins will be Master of Ceremonies, he has suggested that demonstrations are given of the races by councillors / volunteers as a warm up.
- A tablet will be used to take down entrants names for the competitions.
- A PRS licence will be required for the event, Senior Admin Officer to establish what method music can be placed with though the PA system.
- Races will have heats and last approximately 45 minutes.
- 3 legged race will be soley for adults and children.
- Egg and spoon for under 10's and over 10's.
- It was agreed that Tug-of-War would be for children and adults but only the adults winning team will receive medals and a trophy (to be kept at the Parish Office / Community Centre).
- A suggestion was made that the winning adult team could then battle as many children that are willing to come forward for a final 'fun' game.
- For the Hobby Horse Derby the prize will be a bouquet of flowers for adults and a bouquet of chocolates for children.
- Sticker and lollipops will be purchased as these were popular last year.
- Cllr Britcher to provide contact details for Thai food van and Cllr Johnson to provide contact details for Jacket Potato van.
- Cllr Douglass to make enquiries regarding a bouncy castle as this could be a big attraction for the event.

8. Exchange of Information

No matters raised

9. To confirm the date, time and venue of the next meeting

Tuesday 28th March 2023 @4pm.

Approved…….....

Date.....

Meeting of Hellesdon Parish Council

14th March 2023

Item 8b) To Consider Commemorations for the King's Coronation

The Events Committee is seeking a final decision from full council regarding the commemorations for the Kings Coronation.

Previously, suggestions were:

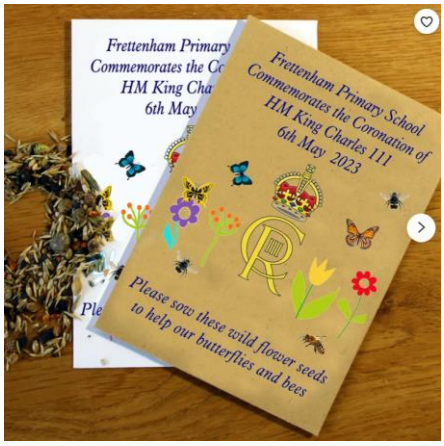
- An art competition which would be open for all ages to enter with an exhibition of the drawings in the Community Centre. The exhibition would be in the Community Centre on Monday 8th May.
- A crown competition which would be open to all ages.
- A flower arranging competition with a royal theme.
- A vegetable competition.
- A knitting competition with a royal theme.

The date of the Coronation weekend is causing considerable problems for all councils, in relation to the elections. It is likely that we will only find out who has been elected on Friday 5th May, which is problematic for a Coronation Weekend which commences Saturday 6th May. Monday 8th May also clashes with 'The Big Help Out'.

It also causes problems when trying to run an event when, like the jubilee, everyone else is running events at the same time. It should also be noted that the Parish Council is running the Summer Fayre on Saturday 24th June.

At the most recent committee meeting, an alternative was put forward as to buying commemorative gifts for children. This could be:

Packets of wildflowers seeds, personalised to Hellesdon Parish Council (cost approx. £1 per pack - unless made by the Parish Council which would reduce the cost) :



Or personalised coins (at £1.28 each)

Subsequent to the meeting, mugs have also been suggested such as the below (at a cost of £2.90 per mug, subject to amount ordered)

Or a form of Seat / Friendship Bench

KING CHARLES III CORONATION BENCH 4 SEATER 1.8M

IN STOCK

SELECT YOUR DELIVERY DATE AT CHECKOUT

ONLY 5 LEFT

SKU: KFKING180

~~£849.00~~

£799.00

If you're looking to celebrate the Coronation of King Charles III in a unique and special way, this 1.8m Kings Coronation Bench is the perfect choice. Made from high-quality teak wood and featuring a stunning Union Jack complete with beautiful carving, this bench is both durable and elegant and will be a cherished addition to any outdoor space for years to come. This price includes everything you see pictured, including the precisely accurate carving, and the swift Sloane & Sons delivery service. So, order your Coronation bench today and be a part of history.

This would preferably be sourced as a metal design to reduce the impact of vandalism.

Meeting of Hellesdon Parish Council

14th March 2023

ITEM 9 – COMMUNITY CENTRE

Item 9a) - To Receive Update Report on Community Centre Refurbishment Project and Consider any Resulting Actions

The Parish Council's Project Manager continues to work to conclude the Parish Council's claim for damage to the building. Counter claims have been submitted from the contractor and these are being worked through by the Project Manager. As a result, the final account has yet to be concluded.

In the meantime, the snag lists for both contractors are being worked through. Some snags are being disputed, whilst others are being blamed on the other contractor. It will reach the stage where both contractors may need to be in a room together to establish liability.

Contractors for the front doors attended site on 7th March to resolve the intermittent problems with the door opening.

The building contractor attended site on 6th and 7th March to resolve some of the minor snags. This includes blistering paintwork, replacement noticeboards, replacement clocks, fixing guttering, fixing cladding and making good some workmanship on the ceilings. They are also seeking advice on the window vents that are unable to be utilised in the kitchenette and Westwood Room due to the height of the ceiling. The replacement of the broken overflow pipe at the front of the building will now no longer be possible due to prevailing legislation relating to waste discharge.

The M&E Contractor will be attending site on 14th March to work through their snag list.

A formal letter has been sent to the building contractor in relation to the condition of the ML wooden flooring and also the Altro Flooring in the foyer and corridors, requesting an update and timeline for remedial works. We are concerned that expediency is imperative in this matter. To date, no response has been received with the exception of acknowledgement of the letter.

A formal letter has also been sent to the building contractor in relation to outstanding invoices. We have been advised that this has been sent on to the Contractor's insurers.

A quote has been received to require the three CCTV cameras which were alleged to have been damaged (cut) during the building works. Regrettably the cameras that have been affected are those at higher level. As a result the quote has had to include 3 full days of hire of a 8mt cherry picker, as well as three days labour for 2 operatives qualified to work at height. This would also include the CAT5 materials to facilitate the rewire. Whilst the cherry picker is onsite, they will also review the other cameras that are not operational.

They quote received is £4,678 + VAT. A provisional sum has been invoiced to the builders for remedial works to the CCTV. This can be added to should any of the CCTV repairs be directly accountable to the building works (such as cut wires). Any faults proven to be as a result of age of the system or wear and tear, would have to be payable by the council. There is currently £3,396 in the earmarked reserves budget for CCTV.

A contractor has attended site to quote for a mechanical louvre system. The better option would be an electrical system, as opposed to a system attached to the boiler. However it has to be

established whether there is enough electrical load to facilitate an electrical system. The council's Project Manager is seeking this information from ALH.

There is a 'live list' of other snags being reviewed regularly by the Project Manager, Facilities Manager and Clerk to ensure that all matters raised are being addressed.

Further information is expected on the changing of the rear door system to include a fob system so that it can be accessed by hirers of the sports pitches on a Sunday, for access to the changing rooms.

Meeting of Hellesdon Parish Council

14th March 2023 Item 10) Training – To Agree Delegates to Attend the NPTS Spring Seminar

The Clerk requests that she be able to attend this event.

Date: **Tuesday, 21 March 2023** Time: **10 am - 3 pm**

Venue: **Queen's Hills Community Centre, Costessey**

Tutor: Julie King, Luisa Cantera, Sara Campbell, Di Dann

Cost: £54 subscribers | £67.50 non-subscribers including lunch and refreshments

Morning:
Julie King, Luisa Cantera and Sara Campbell, Norfolk PTS
The Annual Parish Council Meeting in May: what's different in 2023?

Tom Townsend, Archivist at the Norfolk Record Office
The work of the Norfolk Record Office, its role in preserving Norfolk's parish and town council records, dos and don'ts in storing important records, and how and when to take in your council's precious records to the NRO

Gemma Harrison, Holt Town Clerk and ex-Public Rights of Way Officer
Public Rights of Way: what are they and what are our responsibilities? Gemma will explain the legislation, whose responsibility they are, how councils can help, and share common issues

Sue Lake and Pat Prekopp, Town Clerk and Councillor, Aylsham Town Council
Why Alysham Town Council recently declared a climate change emergency in the town. Sue and Pat will share their experiences of their journey so far: the positives and the negatives

Afternoon:
Jane Rodger from Active HR
The importance of communication and appraisal, regardless of the size of your council

Break-out sessions – sign up for your favourite topics, 1 from each session

1st break-out sessions
- Is your council ready for the elections? *Julie King*
- Allotments Q&A: *Di Dann*
- Keeping yourself up to date: *Luisa Cantera*
- Wix websites: *Steve Jackman*
- Village hall and charity questions answered: *Clare Fiander**
- Microsoft Office tips: *Helen Fooks***
- HR Q&A: *Jane Rodger*
- Reviewing neighbourhood planning policies: *David Fowler*

2nd break-out sessions
- General Power of Competence: *Julie King*
- Internal audit Q&A: *Di Dann*
- Wix websites: *Steve Jackman*
- Essential policies and when to review: *Sara Campbell*
- Village hall and charity questions answered: *Clare Fiander**
- Microsoft Office tips: *Helen Fooks***
- HR Q&A: *Jane Rodger*
- Planning Q&A: *David Fowler*

*Clare Fiander works for Community Action Norfolk
**Helen Fooks is our IT trainer

Meeting of Hellesdon Parish Council

14th March 2023

Item 11 - To Receive Updated Plans and Consider Heads of Terms for License for Bollard Scheme – Deferred Item

The following plans and draft Heads of Terms have been sent from NPLaw for consideration:

There would need to be 7 bollards installed as per the following specifications:

Stainless Steel Bollard Spec – 1.5 meters high – Concrete in ground by 500mm.

- Bollard height out of ground 1.000 meter
- Distance between each bollard approx. 1.2 meters apart. This works out to be 7no. bollards.
- Distance from the Library building face or brick line would be approx. 500-600mm
- Bollard circumference would be 90mm wide.

WITHOUT PREJUDICE AND SUBJECT TO CONTRACT

HEADS OF TERMS

Deed of Easement

1. Property:		
1.1.	**Address:**	Car Park at Hellesdon Library
1.2.	**Rights Granted:**	NCC to install 7 stainless steel bollards in location per specifications provided and plan to be drafted.
1.3.	**Covenants:**	NCC covenants to maintain, repair and replace the bollards as required.
2. Parties:		
2.1.	**Landlord of Dominant Land:**	Hellesdon Parish Council
2.2.	**Solicitor:**	TBA
2.3.	**Agent:**	TBA
2.4.	**Landlord of Servient Land:**	Norfolk County Council
2.5.	**Solicitor:**	Nplaw
2.6.	**Agent:**	NPS Property Consultants Limited
3. Consideration:		
3.1.	**Consideration:**	Nil
4. Costs:		
4.1.	**Of Easement:**	NCC
4.2.	**Of Consents/Notices:**	NCC
5. Insurance:		
5.1.	NCC maintains Public Liability insurance to £10M	

I hereby indicate my agreement to the proposed heads of terms for the new deed of easement as set out above.	
Signed:	……
Name:	……
Position:	……
Date:	……

Norfolk Devolution Deal

Subject to the statutory requirements referred to within this document, including the consent of Norfolk County Council and parliamentary approval of the secondary legislation implementing the provisions of this deal.

Department for Levelling Up, Housing & Communities

Norfolk County Council

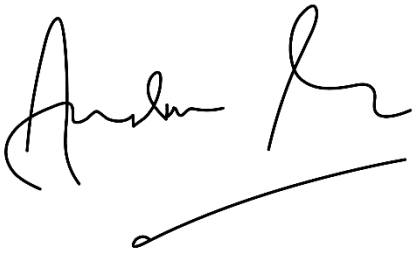
Signature Page

The Rt Hon Michael Gove MP

Secretary of State for Levelling Up, Housing and Communities

Dehenna Davison MP

Minister for Levelling Up



Cllr Andrew Proctor

Leader, Norfolk County Council

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Introduction

1. The Government has set itself a mission that, by 2030, every part of England that wants a devolution deal will have a devolution deal, with powers at or approaching the highest level of devolution, with a simplified, long-term funding settlement. The 2022 Levelling Up White Paper makes clear the case for devolution as the engine room of improved productivity and reduced regional disparities. Devolution will be critical to delivering our twelve headline Levelling Up missions, strengthening local leadership to act more flexibly and innovatively to respond to local need, whether on transport, skills or regeneration.

2. In the White Paper, the Government published for the first time a devolution framework, which set out a clear menu of options for places in England that wish to unlock the benefits of devolution. This framework places a strong emphasis on the importance of high profile, directly elected local leadership, strong local governance, and joint working across sensible and coherent economic geographies. The most comprehensive package is a Level 3 deal, for areas with a single institution over a sensible geography, with the strongest and most accountable leadership, such as a single county or unitary council with a directly elected leader, or a mayoral combined authority (MCA)[1].The Level 2 offer is for devolution to single local government institutions without a directly elected leader, such as combined authorities, or a single upper tier local authority covering a functional economic area or the whole county geography with the leader and cabinet governance model. The Level 1 offer is for local authorities with looser joint working arrangements, such as a joint committee model.

3. This document sets out the terms of an agreement for a Level 3 Devolution Deal between the Government and Norfolk County Council subject to ratification by the Council and the statutory requirements for making the secondary legislation implementing the deal. This document describes both the offer of powers and budgets from the Government and the reforms and measures that Norfolk will need to deliver. Central to this is the election of a directly elected leader across the deal area, to champion the area's interests, deliver on local priorities, and be accountable to local people. The Directly Elected Leader would be the Leader of Norfolk County Council and be vested with all its executive powers and responsibilities, alongside new powers conveyed to Norfolk County Council by this deal.

4. Norfolk County Council will undertake a public consultation on the deal proposals with other public sector partners including district and borough councils, as well as local communities and business. The statutory requirements include the council consenting to the legislation and Parliament approving it. Once this legislation is approved and made, the devolution deal will be confirmed.

[1] Subject to the provisions on alternate titles making it through the passage of the Levelling up and Regeneration Bill and the bill receiving royal assent.

5. Norfolk County Council and Government are hereby minded to agree an historic devolution deal which will provide powers and funding to enable Norfolk to level up, raise living standards for its communities, and make a full contribution to the UK economy. The deal shows how levelling up can be done in practice – with clear alignment to the 12 headline Levelling Up missions and long-term, devolved funding underpinning it.

6. Taken from the Old English "North Folc" meaning land of the north people, known also as the East Angles, Norfolk is a county steeped in history.[2] The county was occupied by the Iceni until the end of the 1st century AD when the Romans developed roads, ports and farming. Celtic Queens, Roman Empires, Saxon and Viking rule, world wars and modern history have all since shaped the county into that which we see today.

7. Norfolk continues to evolve and is still a thriving example of rural British life. With a past of prosperous landowners and proceeds from trade with the continent, many fine buildings, castles, stately homes and churches in Norfolk were built and can still be explored today. The city of Norwich fuses culture and heritage, both modern and historic, as a central hub for the region's visitors and inhabitants. Norwich was also named as England's first UNESCO City of Literature in 2011.

8. Norfolk is the fifth largest shire county in England[3] by area, with a population of just over 916,000[4], projected to grow to 1m by 2036[5]. With its diverse and outward looking economy, over 100 miles of coastline, Areas of Outstanding Beauty, its historic and cultural assets, rural landscapes and coastal communities, market towns and three urban centres, Norfolk boasts a unique and distinctive identity, strengthened by its people's passion and pride of place[6]. Norfolk is also one of the largest county economies, worth £19bn[7] and ranking 15th for jobs (389,000 employees) and 10th for business numbers (39,500 businesses), with 6 Enterprise Zones. With two award-winning Universities: Norwich University of the Arts and the University of East Anglia, ranked in the UK top 25[8] and World Top 200[9] universities, Norfolk is ranked in the top 20 counties in the UK for the quality of its research outputs.

9. Norfolk has the vision, appetite and ability to deliver significant growth. Its diverse economy and sector specialisms mean that it is well equipped to make telling

[2] https://www.discovernorfolk.co.uk/story/norfolk-history-11/
[3] ONS Open Geography Portal, Standard Area Measurements (2016) for Administrative Areas in the United Kingdom (2019)
[4] ONS, Analysis of Population Estimates Tool for UK, 2020
[5] ONS, Population Projections for Local Authorities
[6] Norfolk & Suffolk Economic Strategy, New Anglia LEP
[7] https://www.ons.gov.uk/economy/grossvalueaddedgva/datasets/regionalgvaibylocalauthorityintheuk
[8] The Times/Sunday Times 2020 and Complete University Guide 2020
[9] The Times Higher Education World University Rankings 2020

contributions to the major challenges facing the world in the 21st century: food and energy security, healthy ageing, climate change, and rapid technological advances. Norfolk's strengths, which they wish to build upon, are diverse and powerful including:

- An all-energy coast at the centre of the world's largest market for offshore wind, which together with Suffolk, generates over half of the UK's offshore wind power capacity and is worth about £1bn per annum[10].
- A world-leading research base at the forefront of global food and health research and the renowned Norwich Research Park hosting some 3,000 scientists and clinicians[11].
- A fast-growing digital creative and IT sector[12], important to the Norfolk economy both in its own right and in its importance in driving productivity across all sectors.
- The A11 corridor from Norwich to Cambridge – a world class destination for advanced manufacturing and engineering, supported by the Hethel Centre in Norfolk - the region's advanced manufacturing and engineering hub.
- Norfolk's first-class cultural heritage and environment means tourism supports around 70,000 jobs and is worth £3.4bn to the economy per year[13]. It also contributes to Norfolk's overall quality of place that can attract significant inward investment.

10. Whilst the county's mixed economy – rural, coastal and urban – brings key strengths, it also brings with it specific strategic challenges, and low population density results in higher costs to delivering economic and social infrastructure, and essential service delivery.

11. Norfolk's employment figures are among the best in the country, but skills and productivity levels are below the national average, and whilst Norfolk housing ranks as some of the most affordable in the country, house prices continue to outstrip average earnings. In many places, Norfolk lacks the necessary infrastructure, transport network and digital connectivity to develop strategic sites for housing and business growth. Despite being a significant producer and distributor of energy, growth opportunities are significantly constrained due to lack of energy capacity, and as one of the driest counties of the UK, Norfolk experiences growing pressures on water resources, with people and places experiencing the effects of a changing climate that are increasing flooding incidents.

[10] (2021) *Energy Sector Recovery and Resilience Plan*, New Anglia Local Enterprise Partnership, https://newanglia.co.uk/wp-content/uploads/2021/05/New-Anglia-LEP-Energy-Recovery-and-Resilience-Plan-V5.pdf

[11] Norwich Research Park, https://www.norwichresearchpark.com/on-the-park

[12] New Anglia Local Enterprise Partnership, https://newanglia.co.uk/sectors/digital-creative-and-ict/

[13] (2020) *Economic Impact of Tourism – Norfolk 2019*, Visit Norfolk, https://www.visitnorfolk.co.uk/wp-content/uploads/2021/11/Economic-Impact-of-Tourism-Norfolk-Report-2019.pdf

12. Norfolk and the Government have already collaborated across a number of interventions to promote growth, skills, infrastructure upgrades, and net zero solutions including:
    - £65.4m in Town Fund, Future High Streets Fund, and Community Renewal Fund
    - £271m shared with Suffolk through Getting Building Fund, Growth Deal and Growing Places Fund
    - 6 Enterprise Zones that combined with Suffolk zones have created over 4,400 jobs through to 2021[14].

13. The Norfolk County Deal will unlock significant long-term funding and give local leaders greater freedom to decide how best to meet local needs and create new opportunities for the people who live and work there. The Government recognises that devolution is a journey, not a one-off event. This agreement is the first step in a process of further devolution and will pave the way for future conversations as part of an ongoing dialogue. As institutions mature, they can gain greater responsibility, and Norfolk will be able to deepen their devolution arrangements over time, subject to Government agreement. The Government will continue to work with Norfolk to use the county's unique economic, environmental and delivery strengths to drive opportunity for all and support residents in fulfilling their potential

14. Developing this ongoing partnership with Government is important to maximising the benefits of Norfolk's Devolution Deal. The Government commits to using the platform of this deal to work with Norfolk to support inclusive economic growth in towns, cities and rural areas whilst tackling the climate emergency, on our journey to 2030.

15. As an area with a Level 3 devolution deal, Norfolk will be a key partner of central government to drive regional growth and productivity, joining the existing areas with a Level 3 devolution deal in engagement with the Government from the date of this deal.

[14] https://newanglia.co.uk/wp-content/uploads/2021/06/FINAL-Enterprise-Zones-five-year-report.pdf

Summary of the Devolution Deal between the Government and Norfolk County Council

The Government and Norfolk County Council are minded to agree a devolution deal which will provide the area with new powers and funding to increase opportunities and living standards through inclusive growth and productivity improvements.

A devolution agreement is contingent upon Norfolk County Council proceeding through the steps necessary to meet the governance criteria required for a Level 3 devolution deal.

This devolution agreement includes:

- Control of a £20million per year allocation of investment funding over 30 years, 40% capital and 60% revenue, to be invested by Norfolk County Council to drive growth and take forward its priorities over the long term.
- Almost £7m for the building of new homes on brownfield land in 2024/25, subject to sufficient eligible projects for funding being identified.
- £5.9 million of capital funding in this Spending Review period to support the delivery of housing, regeneration and development priorities Norfolk. This investment is subject to agreement of the relevant business cases.
- New powers to drive the regeneration of the area and to build more affordable homes including compulsory purchase powers and the ability to establish Mayoral Development Corporations[15].
- An integrated transport settlement starting in 2024/25. Government will work with Norfolk to agree an integrated multi-year transport settlement at the next Spending Review, at which point opportunities for expanding the integrated transport settlement offer will also be explored.
- New powers to shape local skills provision to better meet the needs of the local economy and local people, including devolution of the core Adult Education Budget, as well as input into the new Local Skills Improvement Plans.
- A commitment to explore a local partnership with Great British Railways so that the Norfolk County Council directly elected leader can help to shape and improve local rail services.
- Norfolk County Council will continue to engage district authorities on the delivery of the UK Shared Prosperity Fund through the Norfolk Investment Framework Steering Group. Representatives include portfolio holders for each district authority and Town Deal Board Chairs.
- Norfolk County Council will plan and deliver the UK Shared Prosperity Fund (UKSPF) from 2025/26, to boost skills, pride in place and support businesses, which could include investing in:

[15]As Norfolk wishes to make use of a title other than mayor, it should be noted too that 'Mayoral Development Corporation' is the type of body corporate established by statute but that the word 'mayoral' does not need to be included in the name given to any development corporation the elected leader might wish to establish.

    - creating further opportunities for residents and local businesses by increasing skills and labour market dynamism
    - improve the provision of efficient and effective public service delivery to a spatially diverse population,
    - strengthening and future-proofing key business sectors, and
    - protecting Norfolk's economic and cultural assets from climate change
- A county council resolution to change executive governance to the model described in statute as the directly elected 'mayor and cabinet executive' governance model; a resolution to make use of the 'elected leader' alternate title[16] and following this, the election of a directly elected leader to provide overall vision and leadership, seek the best value for taxpayer's money, be directly accountable to the county's electorate and to receive new powers on transport, housing and skills. The elected leader will provide overall leadership of Norfolk County Council and will be vested with all its executive powers.
- The future integration of New Anglia Local Enterprise Partnership to ensure there continues to be a strong and independent local business voice which informs local decision making and strategic economic planning. The integration will be evidence-led, collaboratively developed and focussed on delivering the best economic outcomes for Norfolk.

More detail on these commitments is given in the main body of the document below.

Building on this framework, Government and Norfolk County Council commit to working together in the coming months and years to deepen devolution, strengthen ties between the local area and government partners, and work collaboratively to deliver the Levelling Up missions across Norfolk.

Further powers may be agreed over time and included in future legislation. Involvement in and benefit from other Government processes is not precluded by a devolution deal.

[16] Subject to the provisions in the Levelling Up and Regeneration Bill on alternate titles receiving royal assent.

Governance

16. Strong local leadership is essential for delivering better local outcomes and more joined up public services. It provides a focal point for innovation and local collaboration with local accountability. The Government's devolution framework, as set out in the Levelling Up White Paper, states that a Level 3 devolution deal - the highest-level deal with the greatest powers - requires a directly elected leader.

17. As part of this agreement, therefore Norfolk County Council will move to adopt what is described in statute as the directly *elected* '*mayor and cabinet* executive' governance model[17] - subject to a resolution of Full Council on the 12th December 2023[18] - giving the people of Norfolk a direct say in who will take forward the new opportunities created by this ambitious devolution deal.

18. Subject to the Levelling Up and Regeneration Bill (with its current provisions on titles) receiving Royal Assent and coming into force, and subject to council resolution, Norfolk would call the directly elected person, who would otherwise be known as an elected mayor, the "elected leader" of the County Council. The same 'subject to the bill receiving Royal Assent and resolution by full council' caveat applies throughout the deal document where reference is made to the elected leader.

19. Norfolk County Council will hold their first elected leader election on Thursday 2nd May 2024 coinciding with the county wide Police & Crime Commissioner election. The second election will be held on Thursday 3rd May 2029 coinciding with all-out County Council elections, making the first elected leader's term 5 years. The second term, and the term of the leader thereafter shall be 4 years. The electorate will be registered local government electors in the area of Norfolk County Council.

20. The elected leader will appoint a Cabinet made up of the elected leader and between 2-9 members of the Council, of which one will be appointed deputy leader.

21. The elected leader will provide overall leadership of Norfolk County Council and will be vested with all its executive powers. The elected leader may choose to delegate function(s) to the Cabinet or, to members of the Executive; where this is the case, the member to which a specific directly elected leader-function has been delegated will exercise that function on behalf of the elected leader. More generally, members of the Executive may also act to support and advise the elected leader in the exercise of directly elected leader functions. The Council's

[17] One of the acceptable forms of Local Authority governance as set out by the Local Government Act 2000 (Chapter 2).

[18] The earliest Norfolk County Council would be able to resolve to change their governance arrangements under current legislation is the 11th December 2023. Assuming provisions (Clause 66) in the Levelling Up and Regeneration Bill that afford local authorities to apply to have a governance change moratorium waved receive royal assent it may be possible for NCC to make their resolution earlier. The 15th September 2023 is the earliest point NCC could resolve and achieve a May 2024 election.

independent remuneration panel will recommend allowances payable to the elected leader.

22. To access level 3 powers and flexibilities, it is important that devolution deals are based on geographies that local people recognise, as well as being sensible economic areas with a single institution in place across that geographic footprint.

23. Norfolk has a single institution, namely the County Council, that covers the whole geography of Norfolk. This is an established, democratic structure, able to adopt a governance model that includes a directly elected leader accountable to Norfolk's electorate, with a long history of serving the people of Norfolk, it is, therefore, best placed to be the institution over which the new elected leader will have control and to which powers are devolved from Westminster.

24. Norfolk County Council shares the government's view that the involvement of city, district and borough councils will be pivotal to the success of the devolution deal.

25. Norfolk County Council considers the Norfolk Public Sector Leader's Board an important vehicle through which city, district and borough councils together with other public, private and voluntary sector leaders can join in creating a renewed vision for Norfolk in the context of successful delivery of the devolution deal. Norfolk wishes to work across all sectors with a view to creating a non-statutory Norfolk Leadership Board, building on the Public Sector Leaders' Board, to contribute to the development of the County Deal strategy, and any subsequent deals, and oversee its implementation and delivery. Norfolk County Council also recognises the importance of a strong business voice in driving economic growth, and will continue to ensure they are fully represented through Business Boards, and reflected in the deal's implementation and oversight.

26. The County Council wishes to act collaboratively and in partnership with all of the city, districts and boroughs councils involved. In particular the exercise of the functions below will be with the consent of the relevant planning authorities in whose area the function is being exercised:
    a. Ability to establish a Mayoral Development Corporation[19],
    b. Homes England compulsory purchase powers.

27. Functions contained in this deal document will be devolved to Norfolk County Council by the Government, subject to a number of conditions, including the adoption of what is described in statute as a directly elected *'mayor and cabinet executive'* governance model. Some of these functions will be exercisable by the elected leader and some by the Council.

28. Norfolk County Council are to be given powers in relation to:

[19] As Norfolk wishes to make use of a title other than mayor, it should be noted too that 'Mayoral Development Corporation' is the type of body corporate established by statute but that the word 'mayoral' does not need to be included in the name given to any development corporation the elected leader might wish to establish.

- Economic development and regeneration functions.
- Adult education and skills functions.
- Housing functions relating to compulsory purchase (subject to the consent of the local planning authority affected by the exercise of the function), plus provision of housing and land, land acquisition and disposal, and development and regeneration of land.

29. The directly elected leader for Norfolk County Council will autonomously exercise their new functions with personal accountability to the electorate, devolved from Government and set out in legislation. These functions are to be:
    - Power to designate a Mayoral[20] Development Area and then set up a Mayoral Development Corporation (see consent requirements below at paragraph 54).
    - Homes England housing and land acquisition powers (see consent requirements below) to support housing, regeneration, infrastructure and community development and wellbeing.

30. Where functions are delegated to the Cabinet - and full council where it is a full council matter - that body will vote on functions that have been devolved via the council's usual governance method. Any questions that are to be decided by the council's executive are to be decided by a simple majority of the members present and voting, unless otherwise provided for in legislation.

31. Norfolk County Council will be scrutinised and held to account for their devolution deal by the Council's Scrutiny Committee. The Chair of Scrutiny Committee will be appointed by council and will be an opposition member, normally the Leader of the main opposition party, and shall not be a member of a registered political party of which the directly elected leader is also a member.

32. The Government recognises that Norfolk County Council has further devolution ambitions, including around housing, digital connectivity, energy infrastructure, flooding and water course management among others. The Government and Norfolk County Council will continue their dialogue on these matters and any further deeper devolution deal will be subject to agreement with Government.

33. The Levelling Up White Paper committed the Government to produce a reformed accountability framework for all areas with a devolution deal in England. The Government, Norfolk County Council and other areas with devolution deals will work together to determine how this can best work in practice, so that we can improve the consistency of data and reporting, streamline our approach to focus on clear and transparent outcomes and ensure the right mechanisms are in place to promote good practice, as well as address serious concerns. This is to ensure that local people have confidence that devolution is leading to improvements in their area. This framework will apply to Norfolk as well as all existing areas that have agreed devolution deals and all future areas.

34. The proposals in this devolution deal are subject to ratification by Norfolk County Council through their normal executive decision-making processes. The implementation of the deal will require consultation with other public sector partners including city, district and borough councils as well as local communities and business on the proposals. Implementation is also subject to the Secretary of State for the Department for Levelling Up, Housing and Communities being satisfied that the required statutory requirements have been met, the consent of the council and parliamentary approval of the required secondary legislation. If Norfolk County Council does not resolve to adopt what is described in statute as the directly *'elected mayor and cabinet'* governance model, this devolution deal agreement does not hold.

LEP Integration

35. The Levelling Up White Paper announced the Government's intention to support the integration of LEP functions and roles into local democratic institutions to ensure a strong business voice at the heart of local decision making. Further guidance on how integration should happen was published on 31 March 2022. This deal confirms the integration of New Anglia LEP functions and Business Boards into Norfolk County Council and Suffolk County Council, subject to Government endorsement of an integration plan and agreement from New Anglia LEP.

36. Norfolk County Council will work collaboratively with New Anglia LEP and partners to ensure that there continues to be a strong, diverse and independent local business voice in Norfolk to inform local decision making and strategic economic planning. Norfolk and Suffolk County Councils will be supported to take on all the functions and roles set out in section 10 of the guidance on LEP integration published in March 2022. Any long-term future funding for the integration of LEP functions and roles will be subject to future funding decisions and business planning. The Government reserves the right to modify the functions and roles set out in section 10 of the guidance on LEP integration.

Finance and Investment

37. Norfolk County Council will create a fully devolved funding programme covering all budgets for devolved functions ("Norfolk Investment Fund"), accountable to Norfolk County Council.

38. Norfolk County Council will use the Norfolk Investment Fund to deliver a programme of transformational long-term investment. The Government agrees to allocate [£20 million] per annum for 30 years, [40% capital and 60% revenue], which will form part of the Norfolk Investment Fund. This will be subject to five-yearly gateway review assessments to confirm that the investment has contributed to economic growth and levelling up. Once the Order is made conferring powers to Norfolk County Council and the county has its Assurance Framework signed off, Norfolk may have access to the Investment Fund prior to the election of a directly elected leader, subject to the agreement with the Government of suitable caps.

39. The costs of Norfolk County Council will be met from the overall resources of Norfolk County Council. To support Norfolk County Council in the early stages of this deal, the Government will provide £250,000 capacity funding in 2023/24 - once the establishing legislation is made and the Assurance Framework confirmed with the Government - and £500,000 in 2024/25. Any future capacity funding will be subject to Spending Review, in line with arrangements for other devolution deals. Additional activities or capital allocations from government will be supported by revenue allocated to Norfolk County Council in line with practice for existing areas with a Level 3 devolution deal.

40. Norfolk will be the lead local authority for the planning and delivery of the UKSPF (or 'the Fund') from 2025/26 if there is a continuation of the Fund and the delivery geographies remains the same. The Norfolk UKSPF allocation - which is set to rise to £6.63 million in 2024/25 - will be subject to a future Spending Review and reconfirmation of overall UKSPF policy and delivery arrangements from 2025/26. If the delivery model remains the same as the current Spending Review period, it is anticipated that the Norfolk County Council will have overall accountability for the funding and how the Fund operates in the area, with wide flexibility to invest and deliver according to local needs. In carrying out this role, it will need to engage with local partners, including district and borough councils. Norfolk County Council will continue to engage district authorities on the delivery of the UKSPF, and other funds such as the Rural England Prosperity Fund, through the Norfolk Investment Framework Steering Group. Representatives include portfolio holders for each district authority, sector and industry leads, in addition to Town Deal Board Chairs. Norfolk will develop a proposal for governance of the UKSPF in advance of the funds being available.

Labour Market and Skills

Adult Education

41. Norfolk faces a growing productivity and wage gap with other parts of the country. Despite some of the highest levels of employment in England, with 77.3% of people in employment versus 75.4%[21], a significant number of current job vacancies remain unfilled, with Norfolk businesses citing skills as one of the biggest issues facing the economy. Only 32.7% of Norfolk residents have a NVQ4+ qualification compared with 43.1% nationally, Norfolk has also been identified as the weakest area for productivity in East Anglia.[22] Boosting adult skills, wages and closing the productivity gap could add significant value to the Norfolk and regional economy.

42. Government will fully devolve the Adult Education Budget (AEB) to Norfolk County Council from academic year 2025/26 subject to readiness conditions and parliamentary approval of the required secondary legislation conferring the appropriate functions. These arrangements do not cover apprenticeships or traineeships, even though the latter is funded through the AEB.

43. Prior to full devolution taking place the Government will work with Norfolk County Council to support their preparations for taking on the relevant functions, including offering implementation funding on a 'matched-funded' basis and awarded through a business case process.

44. Upon devolution, Norfolk County Council will be responsible for making allocations to providers and the outcomes to be achieved, consistent with statutory entitlements. The Government will not seek to second guess these decisions, but it will set proportionate requirements about outcome information to be collected in order to allow students to make informed choices.

45. The Government will consult with Norfolk County Council on a funding formula for calculating the size of the grant to be paid to Norfolk County Council for the purpose of exercising the devolved functions.

46. In order to proceed with devolution, the Government needs to be assured of the following readiness conditions:

    a. The Secretary of State for Education and appropriate accounting officer are assured that Norfolk County Council is operationally ready to administer AEB and is satisfied the required statutory tests have been met.
    b. Parliament has legislated to enable transfer to Norfolk County Council of the current statutory duties on the Secretary of State to secure appropriate

[21] Norfolk Insight Employment Rates 2022-23
[22] https://www.norfolkinsight.org.uk/economy-and-employment/#/view-report/9e93e3faae4c449084e459fcd86e88d0/ iaFirstFeature/G3

facilities for further education for adults from this budget and for provision to be free in certain circumstances.

c. Agreement to a memorandum of understanding between the Department for Education and Norfolk County Council that provides appropriate assurance that the named parties will work together to ensure the future financial stability of the provider base, including for sharing financial risk and managing provider failure.
d. Learner protection arrangements are agreed between parties.

Skills and Employment

47. Local Skills Improvement Plans (LSIPs) will set out the current and future skills needs of the area and how local provision needs to change to help people develop the skills they need to get good jobs and increase their prospects. They will build a stronger and more dynamic partnership between employers and further education providers and allow provision to be more responsive to the skills needs of employers in local labour markets.

48. Working with the designated Employer Representative Body, utilising and sharing the local labour market intelligence and analysis developed[23], Norfolk County Council will support and provide input into the LSIP for the area.

49. Norfolk County Council will be considered alongside other areas with a Level 3 devolution deal at future Spending Reviews with regard to the devolution of skills funding.

50. The Government recognises the challenges facing Norfolk, with coastal and rural communities experiencing a complex range of issues, such as poor connectivity, including digital coverage, affordable housing and, in places, access to services and further education provision. There is a need to develop and deliver targeted programmes to address the unique and very different challenges across such a large and diverse county. Norfolk will work in partnership to develop proactive support for these groups through ongoing engagement with local Department for Work and Pensions Jobcentre Plus.

51. The Government and Norfolk County Council will also work together to better target employment support by understanding and utilising publicly available local labour market intelligence and analysis[24]. As part of the development of the economic framework, the Government is committed to working together on the county's strategic priorities and supporting the development of the county's economic framework.

[23] This includes analysis produced previously by the New Anglia LEP and its Skills Advisory Panel (funded by a Department for Education grant up until March 2023)

[24] This includes analysis produced previously by the New Anglia LEP and its Skills Advisory Panel (funded by a Department for Education grant up until March 2023)

52. The Department for Work and Pensions and Norfolk County Council will work together on Norfolk's strategic priorities for employment through enhanced engagement by way of:
    a. Membership of the joint Department for Work and Pensions and Department for Education Mayoral Combined Authority Advisory Group.
    b. Regular engagement with the regional Employer and Partnership team in Jobcentre Plus, and strategic labour market partnership teams.

53. The Department for Work and Pensions will also consider what role Norfolk County Council could have in the design and delivery of future contracted employment programmes.

Housing and Land

54. Norfolk County Council will have broad powers to acquire and dispose of land to build houses, commercial space and infrastructure, for growth and regeneration. The County Council, working with its partners, including planning authorities and Homes England (where relevant), will be able to invest to deliver housing for the area.

55. Norfolk County Council will have land assembly and compulsory purchase powers, subject to the agreement of the local planning authority where the relevant land is located, and to the consent of the Secretary of State for Levelling Up, Housing and Communities.

56. The directly elected leader will have the power to designate a Mayoral Development Area and, with the agreement of the relevant planning authority/ies, to create Mayoral Development Corporations[25] to support delivery on strategic sites in Norfolk. This power may be exercised only with the consent of the planning authority/ies in the area in which the Development Corporation is to be established.

57. The area will be awarded £6.98million of devolved capital funding in 2024/25 to support the building of new homes on brownfield land, subject to sufficient eligible projects for funding being identified. To effectively deliver the best outcomes, Norfolk will work in collaboration with district and borough councils.

58. To support Norfolk County Council to identify and bring forward a pipeline of housing projects, the Government will also provide £382,000 in capacity funding across 2023/24 and 2024/25.

59. Government will also work with Norfolk County Council to build on the success of the One Public Estate model to better understand and utilise public land in the area. This will include considering how best to engage with Norfolk when planning for changes to public estates in the county.

60. The Government will also provide up to £5.9 million of capital funding in this Spending Review period to support the delivery of housing, regeneration and development priorities Norfolk, subject to final business cases.

Working with Homes England

61. The County Council will work with District Councils and other relevant partners to identify local priorities.

[25] As Norfolk wishes to make use of a title other than mayor, it should be noted that 'Mayoral Development Corporation' is the type of body corporate established by statute but that the word 'mayoral' does not need to be included in the name given to any development corporation the elected leader might wish to establish.

62. Norfolk County Council and Homes England are committed, with the support of DLUHC, to working collaboratively – combining their skills and capacity – to unlock the barriers to affordable housing delivery, regeneration and wider housing growth through the development of a pipeline for the county. This will be underpinned by a clear Action Plan setting out workstreams, timescales and milestones, as well as respective roles and responsibilities.

63. Homes England and DLUHC will explore the potential for investing in the delivery of this pipeline through current and future funding streams, including the Affordable Housing Programme.

64. Homes England, DLUHC, and Norfolk will also collectively explore how wider measures – including viability assessments and the planning system – could better support Norfolk's plans to increase much needed rural affordable housing supply, and in partnership test how the developing Homes England rural strategy could assist in this.

Transport

65. Norfolk County Council is already responsible for transport planning and delivery and will continue to exercise these functions and powers.

Transport plans

66. In line with best practice as set out in new local transport plan guidance planned for early 2023, Norfolk will update their existing area-wide local transport plan by March 2024 to be finalised by the elected Leader. Norfolk will be provided with an additional £250,000 in revenue funding in both 2023/24 and 2024/25 to accelerate this work and implement quantifiable carbon reductions to the higher standard recommended in related guidance. The investment in local transport planning and the consolidated transport budget will provide Norfolk with the opportunity to design a pipeline of transport schemes.

Consolidated transport budget

67. The directly elected leader will be responsible for a devolved and consolidated integrated local transport budget for the area of Norfolk, consisting initially of the local highways maintenance funding (both the Pothole Fund and Highways Maintenance Block) and the Integrated Transport Block. The integrated transport settlement will be available to Norfolk following the first directly elected leader election in May 2024, for the final year (2024/25) of the current Spending Review period. The Government acknowledges that Norfolk desire longer-term certainty that the integrated transport settlement will continue beyond 2025 and will therefore work with Norfolk to agree an integrated multi-year transport settlement at the next Spending Review. At this point, opportunities for expanding the integrated transport settlement offer will also be explored.

Roads

68. The Government acknowledges the challenges Norfolk faces with transport connectivity as a large rural area. The Government also recognises the aspirations of Norfolk to improve public electric vehicle charging infrastructure across the county, which would increase the uptake of electric vehicles in the county and reduce carbon emissions by supporting all motorists in making the switch. Government is introducing a new £450m local electric vehicle infrastructure (LEVI) scheme for local authorities to support local EV infrastructure delivery and will work with Norfolk to ensure the area is well placed to respond once funding arrangements are announced.

69. The Government has provided £98.1m to deliver the Third River Crossing in Great Yarmouth and will continue to support delivery of this scheme until its scheduled completion in 2023. The Government has also conditionally approved a £26.2m contribution to the A140 Long Stratton Bypass, subject to Full Business Case; and

will consider the business case proposals for the Norwich Western Link and the A10 West Winch Housing Access Road.

70. Government is committed to improving the Strategic Road Network serving Norfolk. As part of the Road Investment Strategy 2, the government has committed to delivering improvement to the A47 through the following schemes; Blofield to North Burlingham dualling, North Tuddenham to Easton dualling, Thickthorn junction improvement, Great Yarmouth junctions improvement.

Buses

71. Norfolk County Council is implementing an initial Enhanced Partnership to deliver high quality bus services as part of an integrated local transport system. If Norfolk concludes that bus franchising is likely to deliver better outcomes, the Government will consider conferring franchising powers from the Transport Act 2000 where Norfolk demonstrates they have the capability and intention to deliver their chosen franchise model and that franchising will deliver better services than their enhanced partnership without needlessly delaying benefits to passengers. In any partnership or franchising arrangements, Norfolk should seek within available resources to facilitate the delivery of smart, simple integrated ticketing across all local modes of transport in the county. Norfolk will continue to work with relevant partners – Transport East, bus and rail operators, Great British Railways and the Department for Transport – to realise this ambition.

72. As per the commitment in the National Bus Strategy the Government is working on the reform of the Bus Service Operators Grant (BSOG). Following the reform of BSOG should Norfolk request BSOG be devolved to them the Department will work with Norfolk to devolve BSOG to them in line with the consultation outcome.

73. The Government recognises Norfolk's aspiration to improve local bus services. To support the delivery of Norfolk's Bus Service Improvement Plan, the government has provided a funding allocation of up to £49.5m.

74. The Government recognises Norfolk's aspiration to decarbonise local bus services. To support, this the government has provided £3.2m for the purchase of 15 electric buses to the local bus network in Norfolk, part of the Zero Emission Bus Regional Areas (ZEBRA) funding.

Rail

75. Government will support Norfolk in seeking a new rail partnership with Great British Railways, once established, so that their priorities can be taken into consideration in future decisions regarding their local network. Norfolk, alongside existing Level 3 authorities, will be considered a priority for these agreements which will provide the ability to influence the local rail offer. Local priorities will need to be coordinated and compatible with surrounding areas and the needs of the national network.

Active Travel

76. Norfolk will work with Active Travel England (ATE) on any future walking and cycling schemes to ensure schemes are delivered to high standards, including compliance with Local Transport Note 1/20 (LTN 1/20). All cycling and walking schemes should be approved by ATE as complying with appropriate design guidance, including LTN 1/20.

Net Zero and Climate Change

77. Norfolk's councils are committed to addressing and mitigating the impact of climate change, as well as to contributing to Government's Net Zero targets. A Norfolk Climate Change Partnership (NCCP) was set up in January 2020 to work across the local system on climate change issues, with the specific aim of helping develop Norfolk into an exemplar in tackling climate change by decarbonising local authority assets and supporting the decarbonisation of the Norfolk economy, as well as protecting and enhancing its natural environment.

78. As part of its Net Zero Strategy, the Government recognises that devolved and local government can play an essential role in meeting national net zero ambitions. Local leaders in Norfolk and elsewhere are well placed to engage with all parts of their communities and to understand local policy, political, social, and economic nuances relevant to climate action. This is why the devolution framework grants places the opportunity to adopt innovative local proposals to deliver action on climate change and the UK's net zero targets.

79. Government recognises Norfolk's aspiration to bring forward clean hydrogen projects to support the UK's transition to net zero. The UK Hydrogen Strategy (2021) set out a comprehensive approach to scaling up the hydrogen economy, and in the British Energy Security Strategy (2022) Government doubled its ambition to up to 10GW of low carbon hydrogen production capacity by 2030, at least half of which will be from electrolysis, with up to 1GW of electrolytic hydrogen production projects operational or in construction by 2025. Support is available through the Industrial Decarbonisation and Hydrogen Revenue Support (IDHRS) scheme, which will fund the allocation of hydrogen business model contracts to both electrolytic and CCUS-enabled projects from 2023; and the £240 million Net Zero Hydrogen Fund, which launched in April this year. Government encourages projects in all parts of the UK, including in Norfolk, to engage with these opportunities, which we would explore in future discussions with Norfolk in due course.

80. The Local Net Zero Forum, chaired by the Department for Business, Energy and Industrial Strategy, is cross-Government and brings together national and local government senior officials. Through representative organisations on the forum – the Local Government Association (LGA), Association for Public Service Excellence (APSE), Core Cities and the Association of Directors of Environment, Economy, Planning & Transport (ADEPT) – Norfolk will get the opportunity to discuss local net zero policy and delivery issues in the round.

<u>Networks</u>

81. Government recognises the need to increase Norfolk's electricity network capacity to meet future electricity demand. The county is a major contributor to the UK's clean energy generation, with the Dudgeon and Sheringham projects providing over 700 megawatts generating capacity and enough clean electricity to power over seven hundred thousand homes. As set out in the Electricity Networks Strategic Framework, Government is committed to ensuring that areas with a

devolution deal, including Norfolk, have a meaningful role in planning the national future energy system for net zero, alongside other local areas as appropriate.

82. Government and Ofgem are working together to consider the role local and regional energy planning could play in delivering net zero and supporting efficient network planning, including considering the respective roles of national government, regulator, local government, a Future System Operator, distribution network operation and other key stakeholders for energy planning.

83. Government is committed to ongoing collaboration with the aim of addressing detailed policy and regulatory barriers to increasing network coordination. Through the Offshore Transmission Network Review (OTNR), Government is seeking to develop an increasingly coordinated offshore transmission network to minimise the impacts to the community and the environment, reduce costs, and support the acceleration of offshore wind deployment.

Buildings

84. The Government commits to explore the potential benefits of and design options for a place-based approach to delivering retrofit measures, as part of HMG's commitment in the Net Zero Strategy to explore how it could simplify and consolidate funds which target net zero initiatives at the local level where this provides the best approach to tackling climate change. This work will involve inviting Norfolk to work with Government through the relevant representative organisations to consider if such an approach could accelerate the meeting of net zero goals and provide better value for money.

Clean heat

85. Government has confirmed its intention to establish heat network zoning in England. Under the zoning proposals, Zoning Coordinators within local government will be able to designate areas as heat network zones where heat networks are going to be the most cost-effective way to decarbonise heating and hot water within the zone. This will enable Norfolk County Council to assume the role of heat network Zoning Coordinator for its locality, and play a key role in the delivery of heat decarbonisation infrastructure. This includes requiring certain buildings to connect to heat networks within the zones. Government is committed to have heat network zoning in place by 2025.

Net zero infrastructure

86. The UK Infrastructure Bank ("the Bank") will increase infrastructure investment across the UK by partnering with the private sector and local government to help tackle climate change and support regional and local economic growth. The Bank's advisory service, when launched, could offer advice and support to local stakeholders, including Norfolk County Council, to help deliver on their objectives, including driving investment into net zero infrastructure and innovative local projects. It can also act as a convenor, bringing together local actors for collaborative projects, and where appropriate identifying where projects can be aggregated to achieve greater impacts.

Green jobs

87. Through the Green Jobs Delivery Group, Government is working to ensure that workers, businesses and local areas, including Norfolk, are supported through the net zero transition. Norfolk now has the opportunity to deliver green skills interventions at a local level through having a greater role in delivering the Adult Education Budget and UK Shared Prosperity Fund.

Nature Recovery

88. Norfolk County Council has provisionally agreed to act as the responsible authority for the preparation of the Local Nature Recovery Strategy (LNRS) for the area. Formal appointment of responsible authorities will be made following publication of relevant regulations and guidance and confirmation of funding. The Strategy will: map the most valuable existing habitat for nature; map proposals for creating or improving habitat for nature and wider environmental goals, and; agree priorities for nature's recovery. Defra agree to consider the role of Norfolk County Council in the LNRS in due course.

89. Government will work with Norfolk to ensure that local environmental policies, including Norfolk's LNRS, support the delivery of Government's 25 Year Environment Plan. Government recognises the ambition of Norfolk to pilot innovative climate mitigation and adaptation initiatives and will consider Norfolk as a test-bed geography for future policies including feasibility studies to create recyclable investment models, drawing on support for investment as outlined in this deal.

Flooding

90. Norfolk has convened the Norfolk Strategic Flooding Alliance (NSFA) which brings together all agencies and partners involved in planning for and responding to flooding in Norfolk. Government recognises that an integrated approach to flood risk and water resources management can benefit the needs of communities, businesses and the environment across Norfolk. Government would therefore encourage the ambitions of the NSFA and Norfolk County Council for closer working with the Environment Agency, Internal Drainage Boards and other Risk Management Authorities to a deliver a joined-up approach to watercourse regulation for flood risk mitigation, building on the strong collaborative working with Water Resources East on water supply and security. This will not change the role and responsibilities of existing Risk Management Authorities.

Digital

91. The Government recognises that high quality digital connectivity is crucial for future economic growth and productivity in Norfolk. While rollout of broadband and mobile infrastructure will be delivered nationally through DCMS, the Government will engage with Norfolk on a regular basis, including on delivery plans in the county, particularly where they involve hard to reach rural areas. The Government is committed to achieving nationwide coverage of gigabit capable broadband by 2030 and to ensuring that rural areas are not left behind including in Norfolk. Procurements covering Norfolk commenced in April 2022, and regular Project Gigabit programme updates will be provided quarterly by Building Digital UK, covering progress in delivering for communities across the area. The Government also commits that it will support Norfolk's digital connectivity ambitions through the upcoming Wireless Infrastructure Strategy, which will set out a strategic framework for the development, deployment and adoption of 5G and future networks.

Culture and Heritage

92. Norfolk County Council, together with key local stakeholders and partners, will work with a partnership of Arm's Length Bodies of the Department for Digital, Culture, Media and Sport's (DCMS) Arm's Length Bodies to build on the council's significant track record of developing and delivering ambitious place-based strategies to realise the county's rich cultural potential.

93. This will include looking across culture, heritage, sport and visitor economy initiatives and identifying opportunities for a joined-up, strategic approach and will be taken forward with reference to Culture Drives Impact, the recently published Norfolk and Suffolk Culture Board Manifesto. Building on Norfolk's outstanding cultural strengths and assets, this collaborative strategic approach will support Norfolk's cultural partners to deliver an exceptional cultural offer, thus maximising the contribution of culture and heritage to placemaking, local communities and sustainable economic growth across Norfolk. For example, Norfolk will work with DCMS and Historic England on developing the legacy of Heritage Action Zone investments, the protection and enhancement of Norwich Castle, the Broads and Fens, and renewing the county's pride and place in further priority places, including Norwich. Similarly, by building stronger strategic relationships with DCMS and Arts Council England regarding the Levelling up For Culture Places and Arts Council Priority Places, Norfolk can work more impactfully and ambitiously to deliver vital levelling up interventions.

94. The visitor economy is another area where Norfolk will benefit from stronger partnership working. The tourism sector is one of the major economic contributors to the county, supporting more than 70,000 jobs and contributing about £3.4bn annually to the local economy. Building on more than ten years of concerted partnership work to further develop both their cultural and sustainable tourism offers, Norfolk County Council wishes to work even more closely with tourism partners, including Visit East of England (VEE), their strategic destination management organisation to create and deliver an ambitious and forward-looking strategy and plan for Norfolk to become both a 'must-see cultural destination' and the most sustainable and inclusive tourism destination in the UK by 2030. In line with the objectives set out in the Government's Tourism Recovery Plan, DCMS will also work with the accredited Local Visitor Economy Partnership for the region to help develop Norfolk's visitor economy, with a view to harnessing the regional potential to grow domestic and international visitor spend, increase access to the sector and reduce seasonality.

Innovation, Trade and Investment

95. Through the deeper devolution trailblazer deals announced in the Levelling Up White Paper, Government will bring together a holistic package of powers, roles, functions and strategic relationships to grow the private sector at a local level.

96. The trailblazers are designed as a blueprint for other Level 3 devolution deals, and Government will draw lessons from this approach to make a similarly broad and holistic offer to Norfolk in due course. This offer aims to build the resilience of businesses and households in Norfolk to cost of living pressures, strengthen Norfolk's global competitiveness and empower local entrepreneurs.

97. This offer will explore the following, and potentially other, options to:

    a. Empower Norfolk to be able to secure greater private investment in local priorities.
    b. Strengthen Norfolk's local innovation capacity to help realise the potential of local innovation assets and the innovation potential of small and medium enterprises.
    c. Help to realise the global export potential of local businesses in Norfolk and maximise the local benefits of international trade.
    d. See Norfolk play a greater role in supporting local businesses to improve their productivity.
    e. Engage Norfolk in the delivery of digital infrastructure and potential economic and public service applications of data and data science.

98. Through this work, Norfolk will be able to further support the growth of its local economic strengths, particularly in agri-tech and food production. Norfolk's world-class scientific community is at the forefront of finding solutions to the contemporary challenges of climate change and food security. The University of East Anglia is home to the Tyndall Centre for Climate Change, a pre-eminent institute for climate research and viable pathways to a net zero future. Furthermore, Norwich Research Park brings together four institutes internationally recognised for their cutting-edge research in plant science, genetics and microbiology. Among them is the John Innes Centre, a key contributor to the agri-science advances that spurred the green revolution, and which continues to develop globally significant disease and climate resilient crop varieties.

99. Looking ahead, Norfolk's vibrant research cluster is well-placed to realise the potential for innovation that the Genetic Technology (Precision Breeding) Bill will unlock for shaping our future food system in a changing climate. The Government is committed to relocating roles out of Greater London and closer to the policy issues they are addressing, as set out in its Places for Growth programme. The relocation of policy and senior roles will benefit communities across the UK enabling more diversity of thought into policy making leading to better-informed policy, built on an understanding of the impacts across the UK and drawing on a more diverse range of experiences, skills and backgrounds. The Government will continue to work with departments on the potential for any future relocations of Civil Service roles to Norfolk as part of the Levelling Up agenda.

Public Service Reform

100. Government supports Norfolk County Council and its partners in their collective ambition for public service reform. Government commits to working with the County to explore initiatives to improve delivery of public services jointly with its constituent authorities, such as how best to support residents with multiple complex needs. Where appropriate, and as part of its Levelling Up agenda, Government will also consider devolving further powers to Norfolk to support public service reform, in relation to its statutory duties.

101. The Government recognises the importance of good infrastructure in achieving its levelling up ambitions and in supporting communities to get the best outcomes. The Department for Health and Social Care have received an expression of interest from the Queen Elizabeth Hospital Trust in Kings Lynn to be considered for the next eight new hospitals in the New Hospital Programme. These submissions are currently under review, and DHSC is aiming to make a decision about the selected eight schemes later this year.

102. Good quality data is essential for understanding local need and the place-specific issues affecting people in an area. As part of the Government Statistical Service's Subnational Data Strategy, the Government is working to improve the dissemination of subnational statistics to empower local decision makers, including in Norfolk, to use data-led evidence to respond to local priorities.

103. Norfolk County Council will work with the Government to understand the existing barriers to data sharing and utilisation in their area, and explore where improvements to the quality of, or access to, data could support them in achieving Norfolk's local ambitions.

104. Norfolk, in partnership with the Government, will work with the Norfolk Police and Crime Commissioner to agree an appropriate arrangement to ensure close collaboration and productive joint working on public safety.

Norfolk's commitments underpinning the Deal

105. Norfolk will work with the Government to develop a full implementation plan, covering each policy agreed in this Deal, to be completed ahead of implementation. This plan must be approved by the Government prior to delivery and will be supported by Capacity Funding referred to in paragraph 37 of this Deal. Any issues of concern with the subsequent delivery of this deal will be escalated to ministers and leaders to resolve, in keeping with the letter and spirit of devolution.

106. Norfolk County Council will be required to evaluate the impact of the Norfolk Investment Fund. Norfolk and the Government will jointly commission an independent assessment of the economic benefits and economic impact of the investments made under the scheme, including whether the projects have been delivered on time and to budget. This assessment will be funded by Norfolk County Council, but agreed at the outset with DLUHC and HM Treasury, and will take place every five years. The next five-year tranche of funding will be unlocked if the Government is satisfied that the independent assessment shows the investment to have met the objectives and contributed to economic growth. The gateway assessment should be consistent with the HM Treasury Green Book, which sets out the framework for evaluation of all policies and programmes. The assessment should also take into account the latest developments in economic evaluation methodology. The Government would expect the assessment to show that the activity funded through the scheme represents better value for money than comparable projects, defined in terms of a benefit-to-cost ratio and considered in the strategic context of local ambitions for inclusive growth across the whole geography.

107. As part of the implementation of the deal, Norfolk County Council and the Government will agree a process to manage local financial risk relating to the deal provisions.

108. Prior to the first directly elected leader elections, the Government will work with Norfolk County Council to give the public and stakeholders – including Parliament – a clear understanding of: the powers and funding that are being devolved to Norfolk; where accountability sits as a result of this deal; and how decisions are made.

109. Norfolk County Council will continue to adhere to their public sector equality duties, for both existing and newly devolved responsibilities.

THE END

Your Views On A County Deal For Norfolk

Overview

Norfolk County Council and the Government have agreed, in principle, a new County Deal, to transfer funding and powers to Norfolk – a process known as devolution. This provides a unique and exciting opportunity to unlock significant funding and for decisions currently made in Whitehall to be made in Norfolk, for Norfolk.

Under a County Deal, Norfolk would benefit from a new Government investment fund including £20m per year over the next 30 years, and an additional £12.9m during the current Spending Review period (2024-25). In addition to the investment fund, Norfolk would also get control of the Adult Education Budget (just over £10m in 2022/23) and an un-ringfenced Transport and Maintenance Budget (approximately £40m per year). There would also be a county council leader, directly elected by the public and with no additional bureaucracy or changes to councils.

This Deal represents a real opportunity to unlock Norfolk's potential, for the county take control of its own destiny and shape its own future, and to have a stronger voice nationally. If our Deal went ahead, we would have powers and finance to invest in areas such as better transport, skills, job opportunities, housing, and regeneration.

This could be just the start of further powers being devolved to Norfolk. Some examples of additional powers and responsibilities devolved in other areas of the country include greater powers over the NHS and social care and controls over the number of holiday homes in coastal areas. Therefore, it is important to hear your views about this Deal and your ideas about priorities for Norfolk.

Why we are consulting

Norfolk County Council was invited to begin devolution negotiations for a County Deal in February 2022 and is one of the first few authorities in the country to start this process. So far, County Deals have been agreed, in principle, in North Yorkshire and York, Derby, Derbyshire, Nottingham and Nottinghamshire, Cornwall and Suffolk.

This consultation is a chance for you to find out more about our County Deal and give us your feedback. For devolution to go ahead we need to hear your views.

As well as this survey, which guides you through our Deal and asks a set of questions, there is a leaflet, frequently asked questions document and video which provide you with more information about our Deal.

We are consulting through:

- This online consultation, which is also available as a paper copy
- Drop in events throughout Norfolk
- Business events across the county
- Third sector events
- Our Norfolk Residents' Panel
- Local councils

We are consulting for six weeks from **6 February to 20 March 2023**. Please note that if we receive any consultation responses after **20 March,** we cannot guarantee that we will be able to take them into account.

We will feed back the findings from our consultation to our County Councillors and Government for their consideration so that a decision will be made about next steps for our County Deal.

If you need a copy of this consultation document in a different format, please email haveyoursay@norfolk.gov.uk, call 0344 800 8020 or Text Relay on 18001 0344 800 8020 (textphone) and we will do our best to help.

The consultation should take approximately 10 minutes to complete.

You can also attend one of our drop-in events where you can speak to one of our officers, find out more and complete paper copy of this survey if you so wish.

Personal information, confidentiality, and data protection

We will use any personal information to understand how different groups of people feel about our County Deal.

We will process any personal information we receive from you in line with the General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679), the Data Protection Act 2018 and Norfolk County Council's data protection policy and guidelines. This means that Norfolk County Council will hold your personal data and only use it for the purpose for which it was collected, being this consultation. You can find a copy of our privacy statement at https://www.norfolk.gov.uk/privacy

We won't identify individuals when reporting back our findings and under our record management policy we will keep this information for five years. We will also, under normal circumstances, not pass your personal data on to anyone else. However, we may be asked under access to information laws to publish or disclose some, or all, of the information you provide in response to this consultation. We will only do this where such disclosure will comply with such relevant information laws which include the Freedom of Information Act 2000, the Data Protection Act 2018, and the Environmental Information Regulations 2004.

This consultation is being independently analysed by The Consultation Institute. Selected staff members from the Consultation Institute will have access to the responses for purposes of analysis only but all information will remain with Norfolk County Council.

You can choose not to take part in the consultation, to stop responding at any time, or to ignore any personal questions that you do not want to answer.

By completing and returning this form you agree that you have read the personal information, confidentiality and data protection statement above.

A County Deal for Norfolk

The Government and Norfolk County Council are proposing to work together on a devolution deal to allow Norfolk to unlock long-term funding and gain greater freedom to decide how best to meet local needs and create opportunities for the people who live and work in the county. Put simply, this means some decisions and funding previously controlled in Westminster could, in the future, be decided by Norfolk.

Agreeing a county deal for Norfolk will mean that, from 2024 onwards, we could:

- **Target funding and resources to Norfolk's own priorities** with a new investment fund of £20m per year for 30 years
- **Give Norfolk a stronger business voice,** by providing more direct business input into decision making and strategic economic planning.
- **Invest in the skills we know we need** with devolution of the adult education budget and input into the new Local Skills Improvement Plans.
- **Open-up housing and employment sites** with an initial injection of £12.9m capital funding and new powers to drive regeneration, housing, and development priorities
- **Invest in local transport planning and consolidate transport budgets** to better direct funding to meet our local needs and priorities.
- **Have a Council Leader who is directly elected by the public,** with the first election planned for May 2024.
- **Benefit from devolution as it would enable Norfolk's voice to be heard by Government** to help shape future policies.

You can read the full deal on the Government website www.gov.uk/government/publications/norfolk-devolution-deal

If you would like a hard copy of the devolution deal, contact Norfolk County Council. Details of how to contact us can be found at the end of the document.

The following is a series of survey questions about a County Deal for Norfolk and information is presented before each question with links to the relevant section of the Government deal to help you make an informed response. There are consultation questions followed by some quick questions to find out more about who is responding to our survey. Thank you for giving us your views on Norfolk's future.

Target funding and resources to Norfolk's own priorities

Norfolk County Council will use and control the new Norfolk Investment Fund of £20m per year for 30 years. As with all devolution deals, Norfolk will need to demonstrate to the Government that money is being invested in the right way and creating a positive impact for our region. The Government will review and check every five years to ensure that residents and businesses in Norfolk can see what is being achieved.

Other funding elements in the deal relate to Government's current Spending Review period (which runs to the financial year 2024/2025). The next Spending Review will take place in Autumn 2024, to come into effect in 2025/26.

We continue to engage district authorities and other partners, such as business, education, and the voluntary sector on the delivery of the UK Shared Prosperity Fund through a group of representatives that would be the Norfolk Investment Framework steering group. Representatives include portfolio holders for each district authority and Town Deal Board Chairs.

Other areas with devolution deals have seen significant funding in subsequent spending rounds directly channelled to them, for example Tees Valley, who secured a further £900m of Government investment in the 5 years since their original deal.

We have compared the 30-year £600m Norfolk Investment Fund, which is the key element of our proposed County Deal, with the amount provided by the Government in other deals. Our analysis shows that the Norfolk Investment Fund is worth £21.83 per head per year; this is in line with the existing devolution deals, which have an average of £20.64 per head per year. You can find full details of the proposed funding in the Finance and Investment section of the Norfolk Devolution Deal.[1]

1. **To what extent do you agree or disagree with the proposal for Norfolk to have control of money devolved from the Government?**

   Please choose one answer only, from the list below:

Strongly agree	☐
Agree	☐
Neither agree or disagree	☐
Disagree	☐
Strongly disagree	☐
Don't know	☐

Why do you say that?

Please write in the box below:

[1] https://www.gov.uk/government/publications/norfolk-devolution-deal/norfolk-devolution-deal#finance-and-investment

How to give Norfolk a stronger business voice

The New Anglia Local Enterprise Partnership (LEP) is a non-statutory body which works with businesses, education, and local authority partners to drive growth and enterprise across both Norfolk and Suffolk. The LEP secures public and private investment to deliver initiatives to improve infrastructure, skills, and business support.

Under our proposed a County Deal for Norfolk, and in line with Government's objective to have more local accountability, LEP functions will be brought into Norfolk County Council (NCC) to create a local business voice. Benefits of bringing functions into NCC include:

- Dedicated Business Board for Norfolk alone (currently the Business Board serves both Suffolk and Norfolk)
- Economic programmes that are specific to Norfolk
- Co-ordination between businesses and the skills they need, as training will be commissioned from within the same organisation.

This is an exciting opportunity for Norfolk to have a stronger business voice and be instrumental in shaping our economic growth, plus create and secure jobs for future generations. Norfolk County Council will be supported by the Government to take on all the important functions and roles set out in Section 10 of the guidance on LEP integration published in March 2022. More information on the Government's approach can be read in the LEP Integration section of the Norfolk Devolution Deal.[2] Along with the guidance published in March 2022.[3]

[2] https://www.gov.uk/government/publications/norfolk-devolution-deal/norfolk-devolution-deal#:~:text=does%20not%20hold.-,LEP%20integration,-35.%20The%20Levelling

[3] https://www.gov.uk/government/publications/local-enterprise-partnerships-integration-guidance

2. To what extent do you agree or disagree with the proposed change to create a stronger local business voice for Norfolk

Please choose one answer only, from the list below:

Strongly agree	☐
Agree	☐
Neither agree or disagree	☐
Disagree	☐
Strongly disagree	☐
Don't know	☐

Why do you say that?

Please write in the box below:

Invest in the skills we know we need

Under a Deal for Norfolk, we will have both the money to spend on adult education and the opportunity to decide locally what it is spent on. We will have the opportunity to contribute to Local Skills Improvement Plans, developed by the Chamber of Commerce, enabling us to invest in the skills we and businesses know we need for the future.

This devolution deal gives us powers to help local people and businesses in Norfolk get the skills and support to reach their ambitions. Funding will be set aside for skills required when entering employment through apprenticeships, training courses or further learning leading to qualifications.

Boosting adult skills could add significant value to our region, and our County Deal includes fully devolving the Adult Education Budget (AEB) to Norfolk County Council from academic year 2025/26. You can find full details of Adult Education plans in the Adult Education section of the Norfolk Devolution Deal.[4]

3. **To what extent do you agree or disagree with the proposal to move the Adult Education Budget from Government to Norfolk County Council?**
   Please choose one answer only, from the list below:

Strongly agree	☐
Agree	☐
Neither agree or disagree	☐
Disagree	☐
Strongly disagree	☐
Don't know	☐

[4] https://www.gov.uk/government/publications/norfolk-devolution-deal/norfolk-devolution-deal#:~:text=market%20and%20skills-,Adult%20education,-41.%20Norfolk%20faces

Why do you say that?

Please write in the box below:

Open-up housing and employment sites

One of the top priorities for Norfolk is to increase the availability of decent affordable housing for local people and enable them to continue to live in their communities.

Our County Deal proposes almost £7m in 2024/25 for the building of new homes on brownfield land - sites which have been previously developed.

This is a good opportunity to help residents and their children who are passionate about living in Norfolk by building new homes and driving regeneration. This will involve:

- Working with District Councils and other relevant partners to identify local priorities and using newly given Homes England Compulsory purchase powers to acquire land for development, regeneration, and infrastructure projects in the public interest, which will help to bring about improvements to social, economic and environmental wellbeing.

- Ability to establish Development Corporations (with the consent of the local planning authority) which are statutory bodies created to support the regeneration of a defined area and can draw on a wide range of powers to acquire, develop, hold, and dispose of land and property, and develop infrastructure.

Though the Deal is between the Government and Norfolk County Council, implementation of the Deal can only be achieved through working with District Councils, and other partners. You can find full details of the Housing and Land proposal Housing and Land section of the Norfolk Devolution Deal.[5]

4. To what extent do you agree or disagree with plans to open-up housing and employment sites in Norfolk?

Please choose one answer only, from the list below:

Strongly agree	☐
Agree	☐
Neither agree or disagree	☐
Disagree	☐
Strongly disagree	☐
Don't know	☐

Why do you say that?

Please write in the box below:

[5] https://www.gov.uk/government/publications/norfolk-devolution-deal/norfolk-devolution-deal#:~:text=contracted%20employment%20programmes.-,Housing%20and%20land,-54.%20Norfolk%20County

Invest in local transport planning and consolidate transport budgets to better direct funding to meet our local needs and priorities

Norfolk is the fifth largest county (by area) in the country, and it is essential to create an effective transport system that creates certainty for the future while protecting the beauty of our region. Extra funding could start in 2024/25 as the Government will work with Norfolk to agree an integrated multi-year transport settlement at the next Spending Review.

Presently, we receive funding for specific transport initiatives, each with its own terms and conditions set by the Government. In the future and under an integrated approach all those funds will come as one whole pot giving us the flexibility to make decisions in Norfolk about our own transport plans like helping to shape and improve local rail services, deliver high quality bus services along with decarbonising local bus services and improving the road network serving Norfolk. Further funding could be available to help with our ambitious carbon reduction targets.

You can find full details of proposed transport plans in the Transport section of the Norfolk Devolution Deal.[6]

5. **To what extent do you agree or disagree with proposals for an integrated transport settlement?**

   Please choose one answer only, from the list below:

Strongly agree	☐
Agree	☐
Neither agree or disagree	☐
Disagree	☐
Strongly disagree	☐
Don't know	☐

[6] https://www.gov.uk/government/publications/norfolk-devolution-deal/norfolk-devolution-deal#:~:text=functions%20and%20powers.-,Transport%20plans,-66.%20In%20line

Why do you say that?

Please write in the box below:

Have a Council Leader who is directly elected by the public, with the first election planned for May 2024

Our Deal requires Norfolk County Council to change the way its leader is appointed. Put simply, instead of being appointed by other County Councillor's, every eligible person in Norfolk would get the opportunity to vote for a Leader. The position of a directly elected Leader would replace the existing position of the Leader of the Council with the first election planned for May 2024.

A directly elected leader would be supported day to day by the County Council's Cabinet and existing officers and systems.

Norfolk County Council also wishes to create a Norfolk Leadership Board, consisting of representatives from local government, health, the police, business, education, and the voluntary sector, to further support the directly elected Leader with shaping the priorities for Norfolk and developing strategy for further devolution deals.

A County Deal for Norfolk is not about local government re-organisation, every council remains a sovereign organisation and will not lose any powers or statutory duties. The directly elected leader would not change this, nor would they have the power to do so in the future.

The Deal text gives details of the proposed Governance model in the Governance section of the Norfolk Devolution Deal.[7]

6. **To what extent do you agree or disagree with plans for an elected leader and cabinet system of governance?**

   Please choose one answer only, from the list below:

Strongly agree	☐
Agree	☐
Neither agree or disagree	☐
Disagree	☐
Strongly disagree	☐
Don't know	☐

Why do you say that?

Please write in the box below:

[7] https://www.gov.uk/government/publications/norfolk-devolution-deal/norfolk-devolution-deal#:~:text=a%20devolution%20deal.-,Governance,-16.%20Strong%20local

Benefitting from devolution and enabling Norfolk's voice to be heard by Government to help shape future policies

County Deals are part of the Government's levelling up agenda designed "to spread opportunity equally across the UK", bespoke to the needs of the individual places, bringing decisions closer to people and places. The Government is clear that County Deals are not about local government re-organisation and the County Council is committed to working closely with key partners such as district councils, businesses plus other bodies, to make the most of any new powers and funding that come into Norfolk because of a Deal.

Norfolk would benefit by being part of a group of areas with devolution deals and directly elected Leaders or Mayors giving the County better direct access to Government ministers with the ability to lobby on important matters for our area.

The proposed Deal will require a directly elected leader. The most significant element of the deal, the Investment Fund worth £20 million per year over 30 years, as well as other funding and powers, would not be available without a directly elected leader. Details of the devolution framework are available on p.140 of the Levelling Up White Paper.[8]

7. **To what extent do you agree or disagree with the principals of devolution and the benefits it brings to Norfolk?**

   Please choose one answer only, from the list below:

Strongly agree	☐
Agree	☐
Neither agree or disagree	☐

8 https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1052706/Levelling_Up_WP_HRES.pdf

Disagree	☐
Strongly disagree	☐
Don't know	☐

Why do you say that?

Please write in the box below:

About you

To make sure we are learning from a wide range of people – we'd like to ask some questions about you. These are optional questions (so you may choose not to give this information), but this information is helpful to understand who is responding to our consultations.

8. **Are you responding as...?** Please tick (✓) one answer only:

An individual / member of the public	☐
On behalf of a voluntary or community group	☐
On behalf of a statutory organisation	☐
On behalf of a business	☐
A Norfolk County Councillor	☐
A district or borough councillor	☐
A town or parish councillor	☐
A Norfolk County Council employee	☐

9. **If you are responding on behalf of another organisation, what is the name of the organisation, group, or business?** Please write your answer in the box below:

10. How did you hear about this consultation? Please tick (✓) one answer only:

- Local media (e.g. newspaper, radio) ☐
- From a social media post (e.g Facebook) ☐
- From a friend ☐
- From a group I belong to ☐
- From my place of work or education ☐
- The Norfolk Residents' Panel ☐
- District Council web page ☐
- Norfolk County Council web page ☐
- My Parish Council ☐
- From an email I received ☐

11. Are you...? Please tick (✓) one answer only:

- Male ☐
- Female ☐
- Prefer not to say ☐
- Prefer to self-describe (please specify below) ☐

If you prefer to self-describe please specify in the box below:

12. How old are you? Please tick (✓) one answer only:

- Under 18 ☐
- 18-24 ☐
- 25-34 ☐
- 35-44 ☐
- 45-54 ☐
- 55-64 ☐
- 65-74 ☐
- 75-84 ☐
- 85 or older ☐
- Prefer not to say ☐

13. Do you have any long-term illness, disability or health problem that limits your daily activities or the work you can do? Please tick (✓) one answer only:

- Yes ☐
- No ☐
- Prefer not to say ☐

14. If yes which of the following best describes your condition or disability? Please tick (✓) all answers that apply

- Blind or partially sighted ☐
- D/deaf or hard of hearing ☐
- Limiting health condition e.g. heart disease, asthma, strokes, osteoarthritis, Rheumatoid arthritis, fibromyalgia and myalgic encephalomyelitis (ME) etc. ☐
- Learning Disabilities ☐
- Neurodiversity e.g. autistic spectrum disorders, dyslexia, dyspraxia ☐

Mental health conditions – e.g. depression, schizophrenia, bipolar affective disorders, eating disorders, obsessive compulsive disorder ☐

Physical disability e.g. limb disorder, amputee, wheelchair user, cerebral palsy, motor neurone disease, muscular dystrophy ☐

Prefer not to say ☐

Other, please write in the box below:

15. **How would you describe your ethnic background?** Please tick (✓) one answer only:

Asian or Asian British

Asian British ☐

Indian ☐

Pakistani ☐

Bangladeshi ☐

Chinese ☐

Any other Asian background, please describe in the box below:

Black, Black British, Caribbean, or African

Black British ☐

Caribbean

African ☐

Any other Black, Black British, or Caribbean background, please describe in the box below:

Mixed or multiple ethnic groups

White and Black Caribbean ☐

White and Black African ☐

White and Asian ☐

Any other mixed or multiple ground, please describe in the box below:

White

English, Welsh, Scottish, Northern Irish or British Irish ☐

Gypsy or Irish Traveller ☐

Roma ☐

Other White background, please describe in the box below:

Another ethnic group ☐

Arab

Any other ethnic group please describe in the box below:

Prefer not to say ☐

16. Which area do you live in? Please tick (✓) one answer

Breckland ☐

Broadland ☐

Great Yarmouth ☐

King's Lynn and West Norfolk ☐

North Norfolk ☐

Norwich ☐

South Norfolk ☐

17. Do you have caring responsibilities? Please tick (✓) one answer

No ☐

Yes – for children with additional needs ☐

Yes – for older family members ☐

Yes, other. Please write here: ☐

18. Which of the following best describes you? Please tick (✓) one answer only:

- Employed (full time) ☐
- Employed (part time) ☐
- Self employed ☐
- Unemployed ☐
- Student ☐
- Looking after the family home ☐
- Long term sick ☐
- Retired ☐

19. What is your first language?

- English ☐

Other, please write in the box below:

What happens next

All the following steps need to be completed to enable a Deal to proceed:

The County Council's Cabinet will meet in the summer to consider the results of this public consultation, decide whether to proceed and, if so, submit the consultation results to the Government

All County Councillors will be asked in the December 2023 Full Council Meeting whether they support the move to an elected leader and cabinet system of governance

In spring 2024, Parliament will decide whether to approve the 'statutory instrument' required to let the Deal proceed.

If the deal is not agreed, nothing changes. This means that Norfolk would not receive the investment outlined in the deal, nor the powers and governance that accompany it. Given that a proposed deal has undergone significant negotiation with Government, if it is rejected, we would expect that, if there was a desire to seek devolution in the future, other areas would be prioritised above Norfolk.

How we will make our decision and report back to you

We will take a report about the findings of this consultation to the County Council's Cabinet in June.

Our County Councillors will consider the consultation responses we receive very carefully. In particular, they will consider:

The impact of any proposal on individuals, groups of communities and on people identified as having 'protected characteristics' under the Equality Act 2010. The protected characteristics are: age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation. As well as this equality impact assessment, councillors will consider the impact of proposals on rural areas.

The views of people, partners and other stakeholders consulted.

The evidence of need and what is proven to work effectively and well.

The financial and legal positions and any constraints at the time.

Any potential alternative options, models, or ideas for making savings.

You can send back a paper feedback form to:

Freepost Plus RTCL-XSTT-JZSK, Norfolk County Council, Ground floor – south wing, County Hall, Martineau Lane, Norwich NR1 2DH.

However, if you want to help the council save money, please use a stamp, and send to this address: Stakeholder and Consultation Team, Norfolk County Council, Ground floor – south wing, County Hall, Martineau Lane, NR1 2DH.

You may wish to keep a copy of your response to our consultation for your own records.

Your opinions are valuable to us. Thank you for taking the time to read this document and respond.

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communication for all

If you need this document in large print, audio, Braille, alternative format or in a different language please email us at haveyoursay@norfolk.gov.uk or contact Customer Services on 0344 800 8020 or Text Relay on 18001 0344 800 8020 (textphone) and we will do our best to help.