

# Cabinet



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Friday, 24 February 2023

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Monday, 6 March 2023 at 10.00 am.**

At the discretion of the Chairman, a short break will be taken after the meeting has been running for approximately one and a half hours

Members of the public who wish to ask a question or speak on an agenda item are requested to arrive at least 15 minutes before the start of the meeting so that the Chairman can re-order the agenda if necessary.

Further information on the procedure for public speaking can be obtained from Democratic Services, Tel: 01263 516010, Email: [emma.denny@north-norfolk.gov.uk](mailto:emma.denny@north-norfolk.gov.uk). Please note that this meeting is livestreamed: <https://www.youtube.com/channel/UCsShJeAVZMS0kSWcz-WyEzq>

Anyone attending this meeting may take photographs, film or audio-record the proceedings and report on the meeting. Anyone wishing to do so should inform the Chairman. If you are a member of the public and you wish to speak on an item on the agenda, please be aware that you may be filmed or photographed.

**Emma Denny**  
**Democratic Services Manager**

**To:** Mrs W Fredericks, Ms V Gay, Mr R Kershaw, Mr N Lloyd, Mr E Seward, Miss L Shires, Mr T Adams and Mr A Brown

All other Members of the Council for information.  
Members of the Management Team, appropriate Officers, Press and Public



**If you have any special requirements in order to attend this meeting, please let us know in advance**  
If you would like any document in large print, audio, Braille, alternative format or in a different language please contact us

**Chief Executive:** Steve Blatch  
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## A G E N D A

**1. TO RECEIVE APOLOGIES FOR ABSENCE**

**2. MINUTES**

1 - 6

To approve, as a correct record, the minutes of the meeting of the Cabinet held on 6<sup>th</sup> February 2023.

**3. PUBLIC QUESTIONS AND STATEMENTS**

To receive questions and statements from the public, if any.

**4. DECLARATIONS OF INTEREST**

7 - 12

Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The Code of Conduct for Members requires that declarations include the nature of the interest and whether it is a disclosable pecuniary interest (see attached guidance and flowchart)

**5. ITEMS OF URGENT BUSINESS**

To determine any other items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B(4)(b) of the Local Government Act 1972

**6. MEMBERS' QUESTIONS**

To receive oral questions from Members, if any

**7. RECOMMENDATIONS FROM CABINET WORKING PARTIES**

The following recommendations were made at the meeting of the Planning Policy and Built Heritage Working Party held on 20<sup>th</sup> February 2023:

**Item 8 – Norfolk Coast AONB Updated Management Plan (2019-2024), revised 2022**

**RESOLVED** to recommend to Cabinet that the contents of the updated Norfolk Coast AONB Management Plan (2019-2024) are endorsed for use as a material planning consideration in the determination of planning applications.

**Item 9 – National Planning Policy Framework – Consultation on proposed changes**

**RESOLVED** to recommend to Cabinet that the Authority respond to the consultation as outlined in the report.

**8. RECOMMENDATIONS FROM OVERVIEW & SCRUTINY COMMITTEE**

To consider any recommendations referred to the Cabinet by the Overview & Scrutiny Committee at the meeting held on 15<sup>th</sup> February 2023.

**9. BUDGET MONITORING 2022-2023 PERIOD 10**

13 - 42

Summary: This report summarises the budget monitoring position for the revenue account and capital programme to the end of January 2023.

Options considered: Not applicable

Conclusions: The overall position at the end of January 2023 shows a £3.022m underspend for the current financial year on the revenue account. However, this is currently expected to deliver a full year overspend of £0.603m. At the end of 2021/22 £0.616m was added to the General Fund Reserve to help offset the impacts of pay and inflation in this current year.

Recommendations: **It is recommended that Cabinet:**

**1) Note the contents of the report and the current budget monitoring position.**

**2) Recommend to full Council that any outturn deficit is funded by using the General Fund Reserve.**

Reasons for Recommendations: To update Members on the current budget monitoring position for the Council.

**LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW**

*(Papers relied on to write the report, which do not contain exempt information, and which are not published elsewhere)*

System Budget monitoring reports
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Cabinet Member(s) Cllr Eric Seward	Ward(s) affected All
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Contact Officer, telephone number and email: Tina Stankley 01263 516439 Tina.Stankley@north-norfolk.gov.uk

**10. MANAGING PERFORMANCE QUARTER 3 2022/2023**

43 - 90

Summary: The Managing Performance Report attached, as Appendix A, enables the Council to assess delivery against objectives detailed in the Corporate Plan Delivery Plan 2019-2023 and operational service performance. It gives an overview of progress towards achieving the objectives in the Corporate Plan, assesses the achievements and issues identified in the third quarter of 2022/23, and the actions being taken to address these issues and proposes any further action needed.

Options considered: Options considering action regarding performance are presented separately, issue by issue, to the appropriate Council Committee where committee approval is required.

Conclusions: Overall good progress has continued to have been made over the third quarter of 2022/23 in areas of core service delivery and in respect of key Corporate Plan projects and objectives as detailed in the report.

Recommendations: That Cabinet resolves to note this report and endorses the actions being taken by Corporate Leadership Team detailed in Appendix A – Managing Performance.

That Cabinet asks for further information or action where they consider it necessary regarding performance as outlined in Appendix A.

Reasons for Recommendations: To ensure the objectives of the Council are achieved.

Cabinet Member(s) Ward(s) affected  
Cllr Tim Adams All

**11. UK SHARED PROSPERITY FUND (UKSPF) AND RURAL ENGLAND PROSPERITY FUND (REPF)**

91 - 96

Summary: UK Shared Prosperity Fund (UKSPF)

The UKSPF is a central pillar of the UK government's Levelling Up agenda and is the successor funding model to the former EU Structural Funds. It will provide £2.6 billion of new funding for local investment by March 2025, with all areas of the UK receiving an allocation from the Fund via a funding

formula rather than via competitive bidding.

NNDC has been allocated £1,238,269 from this fund which is to be delivered over three financial years (22/23-24/25). The intention of the fund is to invest in local priorities, targeted towards a number of areas: building pride in place, supporting high quality skills training, supporting pay, employment and productivity growth and increasing life chances. There are three UKSPF investment priorities: communities and place; supporting local business; and people and skills.

### **Rural England Prosperity Fund (REPF)**

The Rural England Prosperity Fund (REPF) is a top-up to the UKSPF and is available to eligible local authorities in England where communities and businesses face specific rural challenges. It succeeds EU funding from LEADER and the Growth Programme which were part of the Rural Development Programme for England. Nationally, a total of up to £110 million is available for financial years 2023 to 2024 and 2024 to 2025.

North Norfolk District Council have been conditionally allocated £1,457,851. To secure this allocation, an addendum to the UKSPF Investment Plan was submitted to DEFRA in November for approval.

#### **Conclusions:**

The allocation of UKSPF and REPF funding, subject to approval of the REPF Addendum, will support businesses and communities in North Norfolk to address a number of identified local challenges. This will be achieved through the development of a number of business and community support programmes and grants and will seek to complement existing business and community advice and funding support.

#### **Recommendations:**

1. To note the contents of the report.
2. To confirm Cabinet's support for the anticipated approach to the delivery of a range of programmes/grants that will be delivered by this funding and to delegate the establishment and processes for their delivery, including the commission and procurement of delivery partners, to the Portfolio

Reasons for  
Recommendations:

Holder for Sustainable Growth and the  
Assistant Director for Sustainable  
Growth.

This recommendation is being made in order  
to deliver the UKSPF and REPF schemes  
within the timescales of the funding  
programmes.

Cabinet Member(s) Cllr Richard Kershaw	Ward(s) affected All North Norfolk
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Contact Officer, telephone number and email:

Jenni Jordan, 01263 516076 [jenni.jordan@north-norfolk.gov.uk](mailto:jenni.jordan@north-norfolk.gov.uk)

Stuart Quick, 01263 516263, [stuart.quick@north-norfolk.gov.uk](mailto:stuart.quick@north-norfolk.gov.uk)

## 12. EMPLOYER DEFENCE RECOGNITION SCHEME

97 - 100

Summary: North Norfolk District Council (NNDC) signed  
the Norfolk Armed Forces Covenant at an  
official ceremony on 7 March 2012.

To further demonstrate the Council's  
commitment to the Armed Forces, NNDC  
published its own Armed Forces Covenant  
Pledge in February 2022. The pledge included a  
commitment to achieve the Bronze, Silver and  
Gold Defence Employer Recognition Scheme  
(DERS) awards.

The Defence Employer Recognition Scheme  
(DERS) encourages employers to support  
defence and the Armed Forces Community and  
inspire others to do the same. The scheme  
encompasses bronze, silver and gold awards for  
employer organisations that pledge,  
demonstrate or advocate support to defence  
and the armed forces community, and align their  
values with the Armed Forces Covenant.

NNDC successfully achieved the DERS Bronze  
Award in 2022.

Registration for Expressions of Interest in  
respect of the DERS Silver Award opened on  
10th January 2023. The closing date for  
completed applications is 19th April 2023.

To achieve the DERS Silver Award, eight  
essential criteria must be met.

The achievement of at least one of the essential  
criteria will require a change in policy as it

requires a commitment to provide at least five days additional leave for Reservist training. This can be paid or unpaid.

Options considered: The North Norfolk District Council Armed Forces Covenant Pledge included a commitment to obtain the DERS Bronze, Silver and Gold Awards.

Therefore no other options have been considered.

Conclusions: The achievement of the DERS Silver Award will further demonstrate NNDC's gratitude, support for and commitment to defence and to the residents of the Armed Forces Community that live in or visit North Norfolk.

Recommendations: To give authority to the Lead Officer and the Armed Forces member Champion to liaise with HR and other relevant internal services to identify and implement any relevant changes to policy and process to ensure the achievement of at least the eight essential criteria.

To agree to the submission of the DERS Silver Award application by the application closing date of 19<sup>th</sup> April 2023.

Reasons for Recommendations: To enable NNDC to successfully obtain the DERS Silver Award.

**LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW**

*(Papers relied on to write the report, which do not contain exempt information and which are not published elsewhere)*

North Norfolk Armed Forces Covenant Pledge DERS Silver Award – essential and desirable criteria.
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Cabinet Member(s) Cllr. John Toye	Ward(s) affected All wards in North Norfolk
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Contact Officer, telephone number and email:  
Sonia Shuter 01263 516173 [sonia.shuter@north-norfolk.gov.uk](mailto:sonia.shuter@north-norfolk.gov.uk)

### 13. LOCAL AUTHORITY HOUSING FUND GRANT OPPORTUNITY

101 - 110

**Summary:** On 21<sup>st</sup> December 2022 the District Council was advised by Government that it would be awarded grant monies of £1,245,210 through the Local Authority Housing Fund (LAHF) to provide 11 additional affordable homes in the district by December 2023 – initially to house Ukrainian and Afghan refugee households. This report recommends that the Council works with the Flagship Housing Group (Flagship) to deliver the 11 homes. Long-term these homes would be available to households on the Council's housing list either as temporary accommodation for homeless households or as a long-term affordable home.

**Options considered:**

To accept the LAHF grant and deliver the 11 homes directly, with the Council providing the match funding and staffing resources to undertake the purchase and necessary repairs to the properties by December 2023.

To not accept the LAHF grant funding offered and forego the opportunity to provide an additional 11 affordable homes in the District.

**Conclusions:** The Local Authority Housing Fund provides grant to enable North Norfolk District, working in partnership with Flagship, to provide 11 additional affordable homes in the district. These homes will help address immediate housing pressures which exist nationally in the accommodation of displaced refugee households to whom the UK has offered refuge and sanctuary and provide longer-term good quality affordable homes in the District.

**Recommendations:** Cabinet agrees that:

- The Council accepts the Local Authority Housing Fund grant funding in full and commits to the delivery of 11 homes.
- The source of the homes is from market sales – including new-build when available (and if affordable).
- The Council delivers the new homes in partnership with Flagship. The Council will pass the grant on to Flagship, who will provide the match funding and own the homes, in return the Council will have nomination rights to the homes in



perpetuity.

Reasons for Recommendations: To seek approval for the Council to accept the LAHF grant and agree the delivery option recommended.

Cabinet Member(s) Cllr Wendy Fredericks	Ward(s) affected District-wide (potentially)
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Contact Officer, telephone number and email:  
Nicky Debbage/Graham Connolly, Housing Strategy & Delivery Manager, 01263 516027

**14. ESTABLISHING A JOINT VENTURE WITH ANGLIAN WATER AND NORFOLK AUTHORITIES TO PROVIDE ENVIRONMENTAL CREDITS** 111 - 122

Summary: Currently planning applications for new overnight accommodation are on hold in many parts of the district due to the nutrient neutrality constraints that were imposed by Natural England in March 2022.

The report contains details of how this constraint will be overcome through establishment of a Joint Venture which will source the mitigation that is required to get the housing market moving and sell credits to developers to enable them to demonstrate housing schemes are nutrient neutral.

The Joint Venture would be established with the potential to provide a range of environmental credits, initially focussing on nutrient neutrality.

Options considered: Not engaging with Joint Venture, relying on Developer Lead / Natural England Mitigation.

Conclusions: The Joint venture will support SME builders in North Norfolk who are unable to access viable mitigation due to economies of scale. Natural England have no currently available mitigation within North Norfolk. This project enables unlocking of up to 100 applications paused by natural England Guidance in the Wensum and Broads catchment areas.

**Reason for the Recommendations:**

To provide a means of mitigation to get the housing market moving and sell credits to developers to enable them to demonstrate housing schemes are nutrient neutral.

Cabinet Member(s) Cllr Andrew Brown	Ward(s) affected All
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Contact Officer: Phillip Rowson, Phillip.rowson@north-norfolk.gov.uk

## 15. THE REEF SOLAR CAR PORT

123 - 130

**Summary:** The Corporate Plan and Net Zero Action Plan both required the exploration of the deployment of solar PV on the Council's car parks. This report summarises this possibility on the Council's Car Park at the Reef Leisure Centre, Sheringham in terms of sustainability, climate action and return on investment for the Council. It proposes a scheme that it is considered brings multiple benefits and will serve as a demonstration project and pilot for potential further schemes of a similar nature.

**Options considered:**

1. To build a 2 bay solar car port at the Reef. Reducing the Council's carbon footprint, supplying the Reef with renewable energy and providing a return on investment for the Council
2. To build a 3 bay solar car port at the Reef. Reducing the Council's carbon footprint, supplying the Reef with renewable energy and providing a return on investment for the Council
3. To not build a solar car port at the Reef. Not contributing to our Net Zero Strategy and Action plan or protecting against the fluctuations in energy prices to the leisure centre.

**Conclusions:** It is recommended that the scheme is approved for the project to construct a two bay solar array (option 1) on the Reef Car Park as outlined in the business case and that supplier A is appointed as the contractor.

**Recommendations:** It is recommended:

- To appoint supplier A to design and build a solar car port at the Reef, in accordance with the costs and specifications for two rows of photo voltaic arrays as set out in the business case (confidential appendix A) within the allocated budget for this scheme
- To delegate to the Assistant Director for Sustainable Growth, in consultation with the Portfolio Holder for Climate Change

and Environment, agreement on the detailed design of the scheme

- To delegate to the Assistant Director for Environmental and Leisure Services to negotiate a suitable agreement with Sports Leisure Management Ltd. (Everyone Active) for matters relating to the electricity supply and any operational matters relevant to the site and the leisure contract
- To delegate to the Environment and Climate Policy Manager to explore options for further installations at other Council-owned assets (e.g. other leisure centres) as soon as this project is successfully underway

Reasons for Recommendations:

- To generate renewable energy to supply the Reef Leisure Centre and aid the Council's transition to Net Zero, reducing carbon and producing an associated cost saving from carbon avoided
- To provide a return on investment reducing the Council's and/or its contractor's energy costs
- To help protect the electricity supply to the Reef against ongoing energy price increases thus helping secure the use of the asset for the District
- To demonstrate the viability, acceptability, desirability and deliverability of this renewable technology to inform decisions about its potential roll-out on other parts of the Council's estate
- To showcase the scheme to inspire landowners, businesses and the wider community to embrace renewable energy generation

Cabinet Member(s) Cllr Nigel Lloyd	Ward(s) affected Sheringham South
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Kate Rawlings, [kate.rawlings@north-norfolk.gov.uk](mailto:kate.rawlings@north-norfolk.gov.uk) 01263 516174

## 16. LEASE OF PREMISES AT NORTH LODGE PARK, CROMER

131 - 138

Summary:

The District Council owns a premises, formerly used as café/tea room and nursery along with adjoining public toilets at North Lodge Park, Cromer.

The premises were advertised to let during

2022 and a number of bids have been received. These bids have been reviewed and assessed and recommendations are now made to Cabinet regarding a lease proposal.

Options considered:

A variety of bids with different use options have been received and considered in detail.

As this asset is an integral part of North Lodge Park and its rental income supports Council services an alternative option to dispose of the premises was considered and discounted.

1. Proposal ref 1 outlined in the exempt Appendix A would demonstrate best financial consideration in accordance with s.123 Local Government Act 1972 and is the option recommended by officers
2. Proposals 2, 3, 4 and 5 in Appendix A may be considered where Members are satisfied that such bid promotes or improves social well-being in the whole or part of its area to such an extent that the general rule of best financial value should be departed from.\*
3. The remaining proposals are of significantly lower financial value and these proposals are unlikely to meet best value consideration

Where departing from the best financial value option set out at option 1 above, any reason for the decision would need to detail that the lease disposal is likely to contribute to the promotion or improvement of social, economic or environmental well-being.

Conclusions:

Following advertising of the vacant premises on the open market, ten bids were received for the lease of the Seaview buildings at North Lodge Park. Due diligence has been undertaken on each of these bids as outlined in section 2 of the report. Recommendation 1 is the officer recommendation on the basis of best financial value, but an alternative option, above, is provided for Members to consider where they are satisfied that another bid promotes the improvement of social well-being to such an extent that the general rule of best financial value, should be departed from.

Recommendations: It is recommended that Cabinet:

Approve proposal ref: 1 as outlined in the exempt appendix A which demonstrates best financial consideration, in accordance with s123 of the LGA Act 1972

Reasons for Recommendations: A lease of the premises which brings the building back into use and will see an improvement in the Park through tenant investment. The proposal will generate income that will be used to fund Council services.

Where departing from the best financial value, if a bid in option 2 above is approved, the reasons for disposal will need to have regard to the contribution of that bid to the promotion or improvement of social, economic or environmental well-being.

Cabinet Member(s) Cllr. E Seward	Ward(s) affected Suffield Park and Cromer Town wards
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Contact Officer, telephone number and email:  
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Email: Renata.garfoot@north-norfolk.gov.uk

## 17. EXCLUSION OF PRESS AND PUBLIC

139 - 182

To pass the following resolution:

- a. That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3 & 5 of Part I of Schedule 12A (as amended) to the Act.”
- b. That the public interest in maintaining the exemption outweighs the public interest in disclosure for the following reasons:

Agenda Item Numbers	Paragraphs of Part 1 Schedule 12A
14	3, 5
15	3
16	3

Information relating to the financial or business affairs of any particular person (including the authority holding that information). The appended report contains commercially confidential information.

## 18. PRIVATE BUSINESS

