

Council



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21 February 2023

An Extraordinary meeting of the **Council** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Wednesday, 1 March 2023 at 6.00 pm.**

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 must notify Democratic Services 24 hours in advance of the meeting. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel: 01263 516010, Email: emma.denny@north-norfolk.gov.uk. Please note that this meeting will be live-streamed: <https://www.youtube.com/channel/UCsShJeAVZMS0kSWcz-yEzq>

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: Mr T Adams, Ms P Bevan Jones, Mr D Birch, Mr H Blathwayt, Mr A Brown, Dr P Bütikofer, Mrs S Bütikofer, Mr C Cushing, Mr N Dixon, Mr P Fisher, Mrs A Fitch-Tillett, Mr T FitzPatrick, Mr V FitzPatrick, Mrs W Fredericks, Ms V Gay, Mrs P Grove-Jones, Mr G Hayman, Mr C Heinink, Mr P Heinrich, Dr V Holliday, Mr N Housden, Mr R Kershaw, Mr N Lloyd, Mr G Mancini-Boyle, Mr N Pearce, Mr S Penfold, Mrs G Perry-Warnes, Mr J Punchard, Mr J Rest, Mr E Seward, Miss L Shires, Mrs E Spagnola, Mrs J Stenton, Dr C Stockton, Mr M Taylor, Mr J Toye, Mr E Vardy, Mr A Varley, Ms L Withington and Mr A Yiasimi

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
Tel 01263 513811 **Fax** 01263 515042 **Minicom** 01263 516005
Email districtcouncil@north-norfolk.gov.uk **Web site** www.north-norfolk.gov.uk

A G E N D A

1. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

2. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS 1 - 6

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)

3. ITEMS OF URGENT BUSINESS 7 - 14

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.

The following item of urgent business has been submitted by the Section 151 Officer:

Fees & Charges and Capital Programme Amendments for 2023/2024

Summary: This report seeks approval for minor amendments to the Fees and Charges approved for 2023/24 and some amendments and additions to the Capital Programme for 2023/24. The Fees and Charges and the Capital Programme were both agreed at full Council on 22 February however there are some amendments that were not included in the reports presented for approval. Approval is required at the earliest opportunity to enable officers to proceed with the work required to implement the fees and charges for the beginning of the new financial year and then to move forward with capital schemes that are ready to proceed subject to approval.

Options Considered: To bring these amendments before Members at the earliest opportunity so that the required work to implement the new level of fees and charges can begin and then to secure approval for capital schemes that are ready to begin. To not seek approval now which would mean fees and charges would have to remain at the 2022/23 level and that for the capital schemes that are ready to begin they would have to be put on hold until approval is given which may result in the loss of grant funding.

Conclusions: The Council is required to approve changes to fees and charges unless they have specifically been delegated to officers. The fees and charges discussed in the report require full Council approval. If they are not approved, then there will be a loss of income for the Council. There are 2 schemes which can begin immediately if they are approved and then there are some schemes

which just need reclassifying and one scheme that has been included twice in error which needs removing.

Recommendations: That Full Council approve the amendments for 2023/24.

Reasons for Recommendation: Approval by Council allows the new level of fees and charges to be implemented for 2023/24 and amends the Capital Programme to include 2 schemes, remove one scheme that has been included twice and then place some schemes under the correct heading.

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)

Fees and Charges Report, 22 February 2023 and Budget Report, 22 February 2023

Cabinet Member(s)	Ward(s) affected: All
Contact Officer and email:	Tina Stankley tina.stankley@north-norfolk.gov.uk

4. PUBLIC QUESTIONS AND STATEMENTS

To consider any questions or statements received from members of the public.

5. NORTH NORFOLK LOCAL PLAN SUBMISSION

15 - 34

Summary: To seek Council authority to submit the North Norfolk Local Plan for independent examination.

Options considered: To delay submission of the Plan until after the results of a current government consultation on changes to the planning system.

Conclusions: That the Plan should be submitted for examination without further delay.

Recommendations: **That Full Council resolves to submit the Draft North Norfolk Local Plan to a government appointed Inspector for independent examination.**

Reasons for Recommendations: To ensure that the District has an up to date and sound Local Plan in place against which to make decisions on planning and related applications for development.

Cabinet Member(s) Cllr Andrew Brown	Ward(s) affected All
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Contact Officer, telephone number and email:
Mark Ashwell, 01263 516325. Mark.ashwell@north-norfolk.gov.uk

6. INTERIM POLLING REVIEW - FINAL RECOMMENDATIONS

35 - 40

Following a period of consultation which ran to 31st January we received good engagement from the various parishes included in this review.

We have also received some good feedback in terms of additional information which we were not previously aware of and also alternative potential locations.

We are now in a position to make final recommendations for Full Council to consider with any adoptions being implemented at the forthcoming Local Council Elections on Thursday 4th May 2023.

Recommendation

That Full Council adopts the proposals set out below:

Thornage (STO7)

To recommend that Gregories Barn, Thornage Hall is designated the Polling Place and Polling Station for the civil parish of Thornage (STO7) replacing the existing arrangement at Thornage All Saints Church with immediate effect.

Overstrand (PO2)

To recommend that Overstrand Parish Hall is retained as the designated Polling Station for the civil parish of Overstrand (PO2).

Hoveton (HT4)

To recommend that The Broadland Youth and Community Centre is used on a trial basis as the Polling Place and Polling Station for the civil parish of Hoveton (HT4) at the forthcoming Local Elections in May with an evaluation taking place after the election.

Holkham (WH1)

To recommend that The Ancient House is used for parish polling for the civil parish of Holkham (WH1) at the Local Elections being held on Thursday 4th May 2023. Following an evaluation we will look to formally re-designating the polling station to The Ancient House at the next full review of the district arrangements.

North Walsham North (NWW2)

To recommend that St Benets Hall be designated as the Polling Place and Polling Station for the North ward of the civil parish of North Walsham with immediate effect.

7. EXCLUSION OF PRESS AND PUBLIC

To pass the following resolution – if necessary:

“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph(s) _ of Part 1 of Schedule 12A (as amended) to the Act.”

8. PRIVATE BUSINESS

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Registering interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in "The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register details of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

"Disclosable Pecuniary Interest" means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

"Partner" means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A 'sensitive interest' is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.
5. Where you have a disclosable pecuniary interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it

Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to one of your Other Registerable Interests (as set out in **Table 2**), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Disclosure of Non-Registerable Interests

7. Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.
8. Where a matter arises at a meeting which **affects** –
 - a. your own financial interest or well-being;
 - b. a financial interest or well-being of a relative, close associate; or
 - c. a body included in those you need to disclose under Other Registrable Interests as set out in **Table 2**

you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied

9. Where a matter **affects** your financial interest or well-being:
 - a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
 - b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

10. Where you have a personal interest in any business of your authority and you have made an executive decision in relation to that business, you must make sure that any written statement of that decision records the existence and nature of your interest.

Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain. [Any unpaid directorship.]
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the

	<p>councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council —</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
Land and Property	<p>Any beneficial interest in land which is within the area of the council.</p> <p>'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.</p>
Licenses	<p>Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer</p>
Corporate tenancies	<p>Any tenancy where (to the councillor's knowledge)—</p> <p>(a) the landlord is the council; and</p> <p>(b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.</p>
Securities	<p>Any beneficial interest in securities* of a body where—</p> <p>(a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and</p> <p>(b) either—</p> <p>(i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were</p>

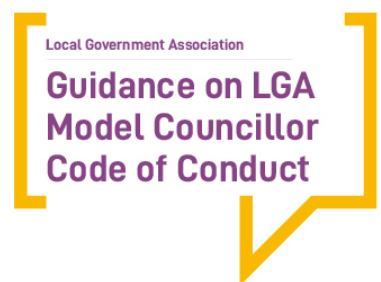
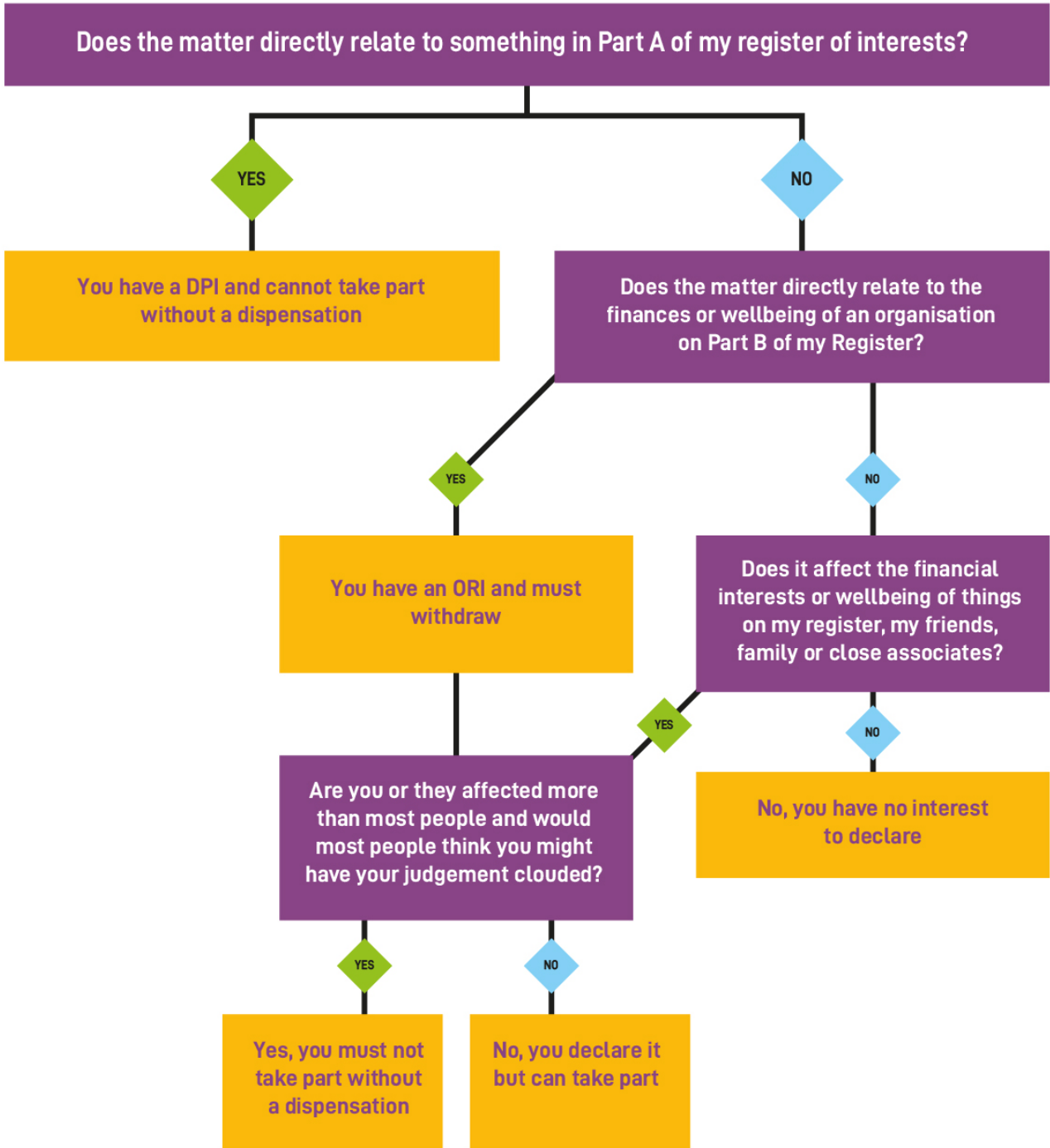
	spouses/civil partners has a beneficial interest exceeds one hundredth of the total issued share capital of that class.
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* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registrable Interests

<p>You have a personal interest in any business of your authority where it relates to or is likely to affect:</p> <ul style="list-style-type: none">a) any body of which you are in general control or management and to which you are nominated or appointed by your authorityb) any body<ul style="list-style-type: none">(i) exercising functions of a public nature(ii) any body directed to charitable purposes or(iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)



Urgent Business - Fees and Charges and Capital Programme Amendments for 2023/24

- Summary:** This report seeks approval for minor amendments to the Fees and Charges approved for 2023/24 and some amendments and additions to the Capital Programme for 2023/24. The Fees and Charges and the Capital Programme were both agreed at full Council on 22 February however there are some amendments that were not included in the reports presented for approval. Approval is required at the earliest opportunity to enable officers to proceed with the work required to implement the fees and charges for the beginning of the new financial year and then to move forward with capital schemes that are ready to proceed subject to approval.
- Options Considered:** To bring these amendments before Members at the earliest opportunity so that the required work to implement the new level of fees and charges can begin and then to secure approval for capital schemes that are ready to begin. To not seek approval now which would mean fees and charges would have to remain at the 2022/23 level and that for the capital schemes that are ready to begin they would have to be put on hold until approval is given which may result in the loss of grant funding.
- Conclusions:** The Council is required to approve changes to fees and charges unless they have specifically been delegated to officers. The fees and charges discussed in the report require full Council approval. If they are not approved, then there will be a loss of income for the Council. There are 2 schemes which can begin immediately if they are approved and then there are some schemes which just need reclassifying and one scheme that has been included twice in error which needs removing.
- Recommendations:** That Full Council approve the amendments for 2023/24.
- Reasons for Recommendation:** Approval by Council allows the new level of fees and charges to be implemented for 2023/24 and amends the Capital Programme to include 2 schemes, remove one scheme that has been included twice and then place some schemes under the correct heading.

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)

Fees and Charges Report, 22 February 2023 and Budget Report, 22 February 2023

Cabinet Member(s)	Ward(s) affected: All
Contact Officer and email:	Tina Stankley tina.stankley@north-norfolk.gov.uk

1 Introduction

- 1.1 The Fees and Charges and the Capital Programme were both agreed at full Council on 22 February however there are some amendments that were not included in the reports presented for approval.
- 1.2 Approval is required at the earliest opportunity to enable officers to proceed with the work required to implement the fees and charges for the beginning of the new financial year and then to move forward with capital schemes that are ready to proceed subject to approval.

2 Fees and Charges Amendments

- 2.1 There are two amendments to the Fees and Charges approved at full Council on 22 February 2023. These are to include the full schedule of fees and charges for the Professional Estates Service. These were not included in full in the original Appendix A that appeared on page 97 of the full Council papers.
- 2.2 The second amendment was for the inclusion of the non-discounted charge for the Garden Bin Waste Bin Collection charge non-discounted full price of £65.00 (£58.50 for 2022/23). This is the price for all payment methods other than paying for the service by Direct Debit and it is a higher price to cover the additional administrative costs that are incurred for all method of payments other than by Direct Debit. This was not included in the original Appendix A that appeared on page 77 of the full Council papers.

3 Capital Programme Amendments

- 3.1 The Capital Programme presented to full Council on 22 February 2023 had some capital projects under the wrong heading. This has been amended so that all projects should now be included under the correct theme heading. There was also a typing error for the Scheme included under the heading 'Boosting Business Sustainability and Growth' which should have been 'Public Convenience Improvements Sheringham and North Walsham' but had Walsingham instead of Walsham. This has been corrected.
- 3.2 There have also been amendments for the North Walsham HAZ project and the Cromer Pier Pavilion Theatre Bar Upgrade both of which had two lines in for elements of both schemes. This has been amended to include only one line for each scheme.
- 3.3 There have been additions to the capital programme which were not included but as the schemes are at an advanced stage of development it is proposed that they should be included in the capital programme and then the detailed business cases will be presented to Cabinet for approval in due course.
- 3.4 The first scheme is the Reef Solar Car Port. In summary this is a scheme to build a 2-bay solar car port at the Reef. This will contribute towards reducing the Council's carbon footprint. It will supply the Reef with renewable energy which will be sold to the leisure provider, thus providing a return on the investment for

the Council. A budget of £596,000 is requested to cover all the capital costs. This is to be funded from reserves and the ongoing revenue costs will be covered by the income generated. A detailed business case has been prepared for submission to Cabinet, Full Council approval is being sought to include this in the capital programme for 2023/24 as the work can take place in May and June 2023 if approved.

- 3.5 The second scheme is the Cromer 3G pitch. Extensive work has been carried out to prepare a proposal to present to external partners and grant funders. The scheme is to update the current facility in Cromer. All the other partners are committed to the scheme. If the scheme is approved by full Council, then external funding of up to £700,000 can be secured. This would require match funding of a maximum of £300,000 by the Council and will come from reserves.
 - 3.6 The scheme is ready to go as all the feasibility work has been done and the scheme has been discussed with all the involved partners and if approved by the Council the development would start immediately. However due to the nature of the scheme there is a long lead in time to starting on the ground which would not be for a further 18 months. This is normal for this type of scheme. A detailed report will be presented to Cabinet for approval if full Council approve the scheme's inclusion in the capital programme.
 - 3.7 The updated Capital Programme can be found as Appendix B to this report and includes all the amendment as outlined above and the two additional schemes.
- 4 **Financial Implications and Risks** - The financial implications are included in the report above. Expenditure will be monitored to ensure that budgets are adhered to.
 - 5 **Sustainability** – None as a direct consequence of this report. However the approval of the solar car port scheme will contribute towards meeting the Council's net zero carbon target.
 - 6 **Equality and Diversity** - None as a direct consequence of this report.
 - 7 **Section 17 Crime and Disorder considerations** - None as a direct consequence of this report.

This Fees and Charges schedule replaces the same schedule for the Professional Estates Service that was included in Appendix A at page 97 of the Fees and Charges Report presented to full Council on 22 February 2023.

The full schedule of Fees and Charges was not included for the Professional Estates Service.

<u>Finance & Assets Service Area</u>					
	VAT	2022/23 Charge £ : p	2023/24 Proposed Charge £ : p	Statutory Service / Discretionary Services	Set by Government / Set By District
PROFESSIONAL ESTATE SERVICE					
Application fee for Events (per application). Commercial day event from -	0			Discretionary	District
Application fee for Events (per application). Commercial 2 + days event from -	0		£125.00	Discretionary	District
Skip Licence Admin Fee (excludes the hire of the land)	0		£100.00	Discretionary	District
Initial Application fee for Events (per application) - Charitable Events Local. Excludes hire fees	0		£35.00	Discretionary	District
Initial Application fee for Events (per application) - Charitable Events National. Excludes hire fees	0		£100.00	Discretionary	District
Estate Service - Land and Property Transactions - lease renewals, consents, from	0		£200.00	Discretionary	District
Estate Service - Land and Property Transactions - dilapidations surveys	0		£250.00	Discretionary	District
Estate Service Land and Property New Transactions	0		£450.00	Discretionary	District
Estate Service Shared Equity Transactions	0		£200.00	Discretionary	District
Licence Admin Fee - less 28 days	0		£60.00	Discretionary	District
Licence Admin Fee - less 29 - 3 months	0		£150.00	Discretionary	District
Licence Admin Fee - 3 months plus	0		£250.00	Discretionary	District
Licence Admin Fee - for environmental community projects	0		£35.00	Discretionary	District
Disposal of Assets/Asset Proposal Initial Application Fee	0	£50.00	£80.00	Discretionary	District
Annual licence for table with maximum 4 chairs	0	£70.00	£90.00	Discretionary	District

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This Fees and Charges schedule replaces the same schedule for the Garden Bin Collection Service that was included in Appendix A at page 77 of the Fees and Charges Report presented to full Council on 22 February 2023.

The changes are to include the Garden Bin Collection - Per Annum (Full price if not paying by Direct Debit)

<u>Environmental Health Service Area</u>					
	VAT	2022/23 Charge £ : p	2023/24 Proposed Charge £ : p	Statutory Service / Discretionary Services	Set by Government / Set By District
WASTE COLLECTION SERVICES					
Clinical Waste - Commercial & Prescribed		Charges set separately under Delegated Power	Charges set separately under Delegated Power	Discretionary	District
Commercial Waste Bins - Collection & Hire				Discretionary	District
Commercial Recycling Bins - Collection & Hire				Discretionary	District
Sacks - Commercial & Prescribed				Discretionary	District
Bulky Items - Commercial, Prescribed & Household				Statutory	District
Garden Bin Collection - Per Annum (Discounted price for making one annual payment by Direct Debit)		£50.00	£56.00	Statutory	District
Garden Bin Collection - Per Annum (Full price if not paying by Direct Debit)		£58.50	£65.00	Statutory	District

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<u>Scheme</u>	Updated Budget 2022/23	Budget 2023/24	Budget 2024/25	Budget 2025/26
	£	£	£	£
Boosting Business Sustainability and Growth				
Rocket House	39,620	1,000,000	0	0
Collectors Cabin	24,400	0	0	0
Cornish Way Industrial Units	161,860	0	0	0
Fakenham Connect/Crinkle Wall	96,060	0	0	0
North Walsham Heritage Action Zone	2,097,280	307,250	0	0
Public Convenience Improvements Fakenham and Wells	535,360	0	0	0
Public Convenience Improvements Sheringham and North Walsham	500,000	0	0	0
Weybourne Car Park Public Convenience	31,000	0	0	0
Unit 1 & 2, Surf Lifesaving School, Cromer Promenade	55,000	0	0	0
Purchase of Property Services Vehicles	25,000	0	0	0
Car Park Ticket Machine Replacement Programme	140,570	0	0	0
Fakenham Urban Extension	1,800,000	0	0	0
CPO of Long Term Empty Properties	444,000	0	0	0
Loans to Housing Providers	150,000	150,000	150,000	0
Public Conveniences	99,000	0	0	0
Crinkle Crankle Wall	130,000	0	0	0
Countryside Machinery	27,700	0	0	0
Property Acquisitions	0	710,000	0	0
Chalet Refurbishment	0	125,000	0	0
Marrams Roof Repair	0	50,000	0	0
Red Lion Roof	0	30,000	0	0
Car Parks refurbishment	0	311,000	0	0
Changing Places Toilets	0	360,000	0	0
	6,356,850	3,043,250	150,000	0
Local Homes for Local Need				
REFCUS - Disabled Facilities Grants - grants paid out	1,000,000	1,000,000	1,000,000	1,000,000
Compulsory Purchase of Long Term Empty Properties	184,820	0	0	0
Community Housing Fund	1,335,160	250,000	0	0
Provision of Temporary Accommodation	336,040	250,000	250,000	250,000
S106 Enabling	1,425,000	175,000	300,000	300,000
	4,281,020	1,675,000	1,550,000	1,550,000
Climate, Coast and the Environment				
Coastal Erosion Assistance	45,370	0	0	0
Coastal Adaptations	247,490	0	0	0
Cromer Pier - Infrastructure Steelworks	881,920	0	0	0
Pier Theatre Drainage	200,000	0	0	0
Sea Palling Ramp	9,650	0	0	0
Replacement of Flood Gates at Cable Gap Bacton, The Ship Bacton & Walcott Post Office	45,500	0	0	0
Coastal Management Fund	100,000	150,000	200,000	250,000
Mundesley - Refurbishment of Coastal Defences	0	2,959,860	0	0
Cromer Coast Protection Scheme	0	3,516,180	0	0
	1,529,930	6,626,040	200,000	250,000

<u>Scheme</u>	Updated Budget 2022/23	Budget 2023/24	Budget 2024/25	Budget 2025/26
	£	£	£	£
Quality of Life				
Steelwork Protection to Victory Pool and Fakenham Gym	27,470	0	0	0
Fakenham Gym	62,500	0	0	0
The Splash Gym Equipment	161,830	0	0	0
Artificial Football Pitch - North Walsham/Fakenham	848,870	0	0	0
The Reef Leisure Centre	147,640	0	0	0
Sheringham Enabling Land	99,030	0	0	0
Green Road Football Facility	50,220	0	0	0
Holt Country Park	150,000	0	0	0
Pavilion Theatre Bar Upgrade	46,000	0	0	0
The Reef Solar Car Port	0	596,000	0	0
Cromer 3G Football Facility	0	1,000,000	0	0
	1,593,560	1,596,000	0	0
Customer Focus and Financial Sustainability				
Administrative Buildings	10,100	0	0	0
Cromer Office LED Lighting	60,000	0	0	0
LED Lighting Programme	90,000	0	0	0
Fire Sensors	150,000	0	0	0
Electric Vehicle Charging Points	87,980	0	0	0
Waste vehicles	32,600	0	0	0
Purchase of Bins	8,780	20,000	20,000	20,000
User IT Hardware Refresh	131,070	60,000	60,000	60,000
Storage Hardware	17,570	0	0	0
Server Replacement	60,000	100,000	0	0
Members IT	23,540	25,000	0	0
Backup Network Upgrade	14,000	0	0	0
Network Hardware Replacement	100,000	0	0	0
Fire Wall Replacements	3,510	0	0	0
Computer Hardware Purchases (Printers - MFDs)	48,000	0	0	0
Digital Mailroom Scanner	20,000	0	0	0
Refurbishment of IT Training Room	15,000	0	0	0
Financial Management System	75,000	0	0	0
Folding Machine/Laminator	24,500	0	0	0
Planning S106 Software (Exacom)	40,000	0	0	0
Civica Revenues System	11,090	0	0	0
Long Income Family Track (LIFT) Dashboard	23,430	0	0	0
Recruitment Software	35,050	0	0	0
Citizen App	1,000	0	0	0
	1,082,220	205,000	80,000	80,000
TOTAL EXPENDITURE	14,843,580	13,145,290	1,980,000	1,880,000
Capital Programme Financing				
Grants	2,847,140	7,662,750	1,000,000	1,000,000
Other Contributions	2,325,000	300,000	300,000	300,000
Asset Management Reserve	294,020	0	0	0
Capital Project Reserve	555,620	0	0	0
Other Reserves	2,786,560	1,456,000	0	0
Capital Receipts	6,035,240	2,142,840	680,000	32,000
Internal / External Borrowing	0	1,583,700	0	548,000
TOTAL FINANCING	14,843,580	13,145,290	1,980,000	1,880,000

NORTH NORFOLK LOCAL PLAN SUBMISSION

- Summary: To seek Council authority to submit the North Norfolk Local Plan for independent examination.
- Options considered: To delay submission of the Plan until after the results of a current government consultation on changes to the planning system.
- Conclusions: That the Plan should be submitted for examination without further delay.
- Recommendations: **That Full Council resolves to submit the Draft North Norfolk Local Plan to a government appointed Inspector for independent examination.**
- Reasons for Recommendations: To ensure that the District has an up to date and sound Local Plan in place against which to make decisions on planning and related applications for development.

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)

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Cabinet Member(s) Cllr Andrew Brown	Ward(s) affected All
Contact Officer, telephone number and email: Mark Ashwell, 01263 516325. Mark.ashwell@north-norfolk.gov.uk	

1. Introduction

- 1.1 The current Development Plan (Local Plan) for the District is in two parts, a Core Strategy containing development management policies which provide the statutory basis for determining planning applications, and a Site Allocations Plan which allocates sites for various types of development. Both parts of the Plan were adopted some years ago and although their policies remain largely up-to-date there is a growing need for review and to identify suitable development sites in the District to meet future needs. The absence of an up to date Plan can reduce the effectiveness of local decision making and in some circumstances result in decisions not favoured by the Council or local communities.
- 1.2 Work on a new North Norfolk Local Plan, which will replace both of the existing documents, commenced in 2016 with the aim of producing a new

Plan by around 2020 to cover the period up until 2036. Changes in national policy, the Covid19 pandemic, and more recently issues in relation to new legal requirements under the Habitats Regulations (nutrient neutrality) have delayed Plan production. The draft Plan has been subject to three significant rounds of public consultation to identify key issues, present a range of alternative options, and recently to seek views on the final proposals. Following each consultation the Authority has modified the emerging proposals, most notably to respond to the declaration of a climate change emergency and to ensure that climate change and delivering sustainable growth are at the heart of the Plan.

- 1.3 The emerging Plan has now reached the stage where it is ready for submission to an independent government appointed Inspector for examination. The examiner will consider the Plan against a number of procedural, legal, and soundness tests and issue a binding report confirming if the Plan is suitable for formal adoption. Once adopted the Plan will replace the existing Plans and will be used as a basis for making planning decisions in the District. The examination will focus on the Draft Plan which was subject to the most recent round of public consultation with the Inspector considering all of the 900 or so comments received alongside a schedule of potential further modifications that the Planning Policy and Built Heritage Working Party and Cabinet have agreed in response to the public consultation.
- 1.4 This report provides a short summary of the content of the Plan as endorsed by Cabinet with an emphasis on the key areas where it is proposed to change policies. A full list of policies and their main requirements is included as **Appendix A**. Subject to Full Council agreement the Plan will be submitted for formal examination. This examination process includes hearing sessions at which the Council, developers, town and parish councils, infrastructure providers and the wider public will have the opportunity to explain their support, or objections, to the Plan and seek modifications. The Inspector has extensive powers to suggest further modifications to the Plan but it will ultimately be for the Council to decide if the resulting Plan, following examination, should be adopted.
- 1.5 Government has indicated an intention to change the planning system through revisions to the National Planning Policy Framework (currently the subject of consultation), new provisions in the Levelling Up and Regeneration Bill, and through associated legislative and guidance updates. For Local Plans it is proposed to introduced a significantly streamlined process both in terms of Plan content and required production processes. Government has indicated that any changes will be introduced over a transitional period to allow those Authorities with an advanced Plan already in preparation to continue with submission and adoption of those Plans. The examination process may consider if there is a need for the Plan to be modified further to reflect any new national requirements when they are published. Officers are currently satisfied that any such modifications are unlikely to be significant and should not delay submission of the current Plan.

2. Summary Content of Plan

- 2.1 The Local Plan is a statutory requirement and corporate priority with links to multiple Corporate Plan objectives. It has been developed to align with evolving national policy, guidance, legislation, changes to permitted development rights and other changing circumstances. It will provide an effective and up to date basis for future decision-making, will greatly reduce the likelihood of challenge and appeal, and provide clearer working parameters for decision makers and applicants. Critically it will provide a transparent and Plan-led approach towards addressing the future development needs of the District and reduce the likelihood of speculative, unplanned developments, which do not enjoy policy or public support.
- 2.2 The Local Plan sets high-level aims and objectives which respond to local needs and changing circumstances. These aims are derived from the early stages of public consultation and the associated evidence which supports the Plan. They include:
- Managing and adapting to climate change
 - Delivering sufficient homes of the right types in the right places
 - Strengthening the local economy
 - Protecting natural and built heritage
 - Contributing towards health and well-being
- 2.3 These key themes are reflected in 78 separate policies which either apply across the entirety of the District, relate to specific policy area designations such as Employment Areas or Town Centres, or are only applicable to the specific development sites (allocations) identified in the Plan. In preparing the Plan the opportunity has been taken to review many of the existing policy area designations and to update the defined development boundaries of settlements so that these are up-to-date and reflect the changes which have happened since these were previously reviewed when preparing the currently adopted Plan. The revised policy area designations and the individual site allocations are shown on a Policies Map.
- 2.4 The Plan is required to address all likely future development needs in the District as identified in a detailed evidence base which has been prepared as part of Plan preparation including providing for around 12,000 new homes between 2016 and 2036, employment growth, recreation and green spaces, and a range of supporting infrastructure which is necessary to make development acceptable. A key challenge for the Local Plan is to enable the required growth whilst also conserving and enhancing the landscape and natural environment of the District. This must be achieved in the context of moving towards net zero and increasing resilience to climate change.
- 2.5 Following public consultation at the options stage, the Plan has been substantially modified to ensure that climate change policies are given greater attention. It includes new and updated policies on energy efficient construction, water efficiency, net biodiversity gain within developments, and policies to minimise the exposure of developments to flood risk and coastal erosion.
- 2.6 The vast majority of development proposed in the Plan is located in the larger towns so that residents can access a broader range of facilities and services without the need to travel and so that the impacts of development

on open countryside and designated landscapes can be minimised. Smaller amounts of development are proposed in a number of selected villages which either have small site allocations or are subject to a policy which allows for a 6% growth in housing over the Plan period (around 20-30 dwellings in each). This aspect of the Plan is the focus of some objection with some pointing to the relative absence of services in these smaller communities and therefore the need to travel elsewhere.

- 2.7 New housing mix policies are intended to ensure that built development more closely matches future forecast needs with new requirements to deliver specialist elderly persons accommodation, the highest viable proportion of affordable homes, and a lower site size threshold above which affordable homes must be provided. More one and two bedroomed homes, the introduction of national minimum space standards and a greater proportion of wheelchair accessible homes are also proposed.
- 2.8 The preparation of a new Local Plan is not the mechanism for review of environmental designations. For example, the AONB, Conservation Areas, and Listed Buildings are all designated under separate procedures with Conservation Areas in particular being subject to a separate, and on-going, process of periodic review (Conservation Area Appraisal). Policies in the Local Plan ensure that the defining characteristics or special qualities of particular designations are taken account of in decisions. For example, it is a statutory requirement that development proposals in Conservation Areas should either preserve or enhance the character of those areas.
- 2.9 The Plan includes a number of new policies relating to wildlife and environmental issues including new requirements for larger developments to demonstrate a 10% net gain in biodiversity, measures to ensure no new phosphate and nitrate pollution in internationally important rivers and broads, and a new tariff based contributions process to help mitigate the impacts of visitors to designated wildlife sites. When new homes are built the Plan also includes requirements to incorporate homes for wildlife such as bat and bird boxes.
- 2.10 The Plan includes a range of policies on supporting and growing the Local Economy including retail, tourism, re-use of buildings and the delivery of employment land. A new sequential approach towards the identification of employment land allows for employment creating development outside of adopted boundaries where designated sites are not available.

Case for submission

- 2.11 Although the policies in the current Plan have, and continue to provide a sound basis for making planning decisions most of the housing allocations made in it are now largely built out. (with the exception of the large strategic allocation at Fakenham). There is an increasing need to top up the supply of development sites not least to ensure that the Council is able to restore a five-year land supply. Many of the new policies in the Plan will also require enhanced standards to be complied with and early introduction of these is desirable.

- 2.12 Should government introduce proposed changes to the Local Plan system over the coming year the suggested transitional provisions outlined in the current consultation will allow North Norfolk to adopt it's current Plan and retain it for a period of five years following which a review would need to commence.

3. Corporate Plan Objectives

- 3.1 Preparation of the Local Plan is central to the delivery of a number of corporate priorities.

4. Financial and Resource Implications

- 4.1 Budgetary provision has been made for the costs associated with examination of the Plan

5. Legal Implications and Risks

- 5.1 The Council must produce a Local Plan which complies with various regulatory and legal requirements and in determining its policy approaches must be justified and underpinned by up to date and proportionate evidence, be informed by appropriate sustainability appraisals and take account of and demonstrate how public feedback, national policy & guidance have been used to inform the production through the application of a consistent methodology.
- 5.2 The statutory process requires plan production to accord to the statutory requirements as set out in The Town and Country Planning (Local Planning), (England) Regulations 2012 (as amended). Failure to undertake Plan preparation in accordance with the regulations and NPPF is likely to render the plan 'unsound' at examination and result in the need to return to earlier stages. Substantial additional costs would be incurred.
- 5.3 There remains a residual risk of planning reform which, could undermine the production of the Plan to date through further changes to the National Planning Policy Framework, either through incremental changes or substantive changes leading to wholesale replacement. Early submission reduces the risks associated with changes in government policy and puts the authority in a stronger position to take advantage of any subsequent transitional arrangements should they be introduced. If production is extended there remains an increased risk of early Plan review, further evidence gathering and substantial time and costs along with increased pressure and challenge on the continued use of existing adopted policies.

6. Sustainability

- 6.1 The Plan is subject to a continuous process of Sustainability Appraisal throughout the preparation process to ensure that its policies and proposals perform well against an extensive range of sustainability indicators.

7. Climate / Carbon impact

- 7.1 Managing the impacts of climate change is a key objective of the Plan which includes a comprehensive set of policies aimed at mitigating risks, adding resilience, and reducing the carbon impacts of new development.

8. Equality and Diversity

8.1 Both the preparation process of the Plan and its content have been subject equality and diversity impact assessment.

9. Conclusion and Recommendations

That Full Council resolves to submit the Draft North Norfolk Local Plan to a government appointed Inspector for independent examination.

Appendix A

North Norfolk Local Plan Proposed Submission Version

Summary of Proposed Policies

This document provides a simple summary of the purpose of the proposed policies, indicating if they are new, or modified, policies and their main requirements. It is not the purpose of this document to explain the policies in detail, many of which include multiple criteria which must be complied with in order to secure planning permission.

The Plan covers the period 2016-2036 and includes a high-level vision, key strategic objectives, and around 80 separate policies. The Vision for North Norfolk and the associated Objectives provide the foundation for these policies and are derived from public consultation and locally specific evidence.

The list of Policies below indicates if they are entirely New Policies, are Modified versions of existing policies, or are Existing policies. Where policies are indicated as 'Existing' they will nevertheless have been subject to some updating and adjustment.

3 Delivering Climate Resilient Sustainable Growth

Policy CC 1 - Delivering Climate Resilient Sustainable Growth (new policy)

The purpose of this policy is to set out the key guiding principles that development proposals should address in order to ensure that new development positively contributes to mitigating and adapting to climate change and delivers climate resilient sustainable growth to address the challenges most relevant for North Norfolk.

Policy CC2 - Renewable & Low Carbon Energy (new policy)

The purpose of this policy is to help increase the use and supply of renewable and low carbon energy.

Policy CC3 - Sustainable Construction, Energy Efficiency & Carbon Reduction (new policy)

The purpose of this policy is to promote a proactive strategy to mitigate and adapt to climate change through moving towards a low carbon future in building construction.

Policy CC4 - Water Efficiency (new policy)

The purpose of this policy is to reduce the use of water by requiring developments to meet the higher optional water use standard of 110 litres per person per day, (lpppd), as set out in Building Regulations Part G2 2016, or any higher standard subsequently set nationally or locally. The policy has been agreed across all Norfolk Authorities with the support of Anglian Water.

Policy CC5 - Coastal Change Management (modified policy)

The purpose of this policy is to reduce the risk from coastal change by managing the types of development in potential risk areas. It limits the types of development permitted in defined Coastal Change Management Areas (CCMAs) which are derived from the latest available Shoreline Management Plans.

Policy CC6 - Coastal Change Adaptation (modified policy)

The purpose of this policy is to make provision for development and infrastructure that needs to be relocated away from Coastal Change Management Areas otherwise referred to as 'rollback' proposals and is supported by a new coastal management SPD being prepared by a partnership of coastal authorities. The policy adopts a more permissive approach to coastal rollback than current approaches.

Policy CC7 - Flood Risk & Surface Water Drainage (updated policy)

The purpose of this policy is to ensure flood risk is evaluated in development proposals and to require the appropriate management of surface and foul water disposal in order to reduce flood risk across the District. Brings the policy up to date with latest evidence and best practice on the use of SUDs.

Policy CC8 - Electric Vehicle Charging (new policy)

The purpose of this policy is to promote and ensure delivery of appropriate electric vehicle charging infrastructure and to future-proof developments in the District. Requires the incorporation of electric charging points in dwellings and parking areas and supports the delivery of charging infrastructure.

Policy CC9 - Sustainable Transport (updated policy)

The purpose of this policy is to ensure that new development maximises the opportunities for the use of sustainable forms of transport and that the public highway remains safe and convenient to use for all road users.

Policy CC10 - Biodiversity Net Gain (new policy)

The purpose of this policy is to ensure biodiversity net gain is achieved through development in order to help protect and enhance the natural environment, which in turn, will support the long-term adaptability and resilience to climate change across the District. Requires proposals for all new dwellings and most new build commercial developments to show a ten percent improvement in biodiversity.

Policy CC11 - Green Infrastructure (updated policy)

The purpose of this policy is to conserve and enhance existing green infrastructure and ensure the provision of new green infrastructure to improve connectivity and access.

Policy CC12 - Trees, Hedgerows & Woodland (updated policy)

The purpose of this policy is to support the retention and incorporation of existing and new trees, including street trees, within development proposals and to protect trees, hedgerows, woodland and other natural features from harm, including loss and deterioration and ensure compensatory replacement is provided.

Policy CC13 - Protecting Environmental Quality (updated policy)

The purpose of this policy is to ensure that every opportunity is taken to avoid, minimise and reduce all emissions and other forms of pollution, including light (dark skies) and noise pollution, and to ensure no deterioration in water quality including meeting the legal requirement to demonstrate nutrient neutrality in designated watercourses.

4 Spatial Strategy

Policy SS1 - Spatial Strategy (updated policy)

The purpose of this policy is to set out the distribution of development (Spatial Strategy) and provide the framework to deliver the growth that is necessary to meet the District's existing and future needs for all types of development. The policy determines how much growth (mainly housing) will be permitted in each settlement with growth distributed in accordance with a four tier Settlement Hierarchy. Under the hierarchy most development is located in town with a small quantity in a number of Selected Villages.

Policy SS2 - Development in the Countryside (updated policy)

The purpose of this policy is to manage the types of development allowed in the designated Countryside Policy Area ensuring that the Countryside is protected from developments with permissible types limited to those which require a rural location. Permissive policies towards the provision of affordable homes are retained (rural exceptions).

Policy SS3 - Community-Led Development (new policy)

The purpose of this policy is to make clear the Council's support for various types of development proposals which are led by, and have the support of, the community. This policy allows local communities to develop a wide range of locally supported development initiatives and complements the Neighbourhood Plan process.

5 Delivering Well Connected, Healthy Communities

Policy HC 1 - Health & Wellbeing (new policy)

The purpose of this policy is to ensure that health infrastructure and well-being are considered as integral to the development process. It sets out requirements for developer to demonstrate how they have considered health impacts and outcomes as part of the development process.

Policy HC 2 - Provision & Retention of Open Spaces (modified policy)

The purpose of this policy is to protect existing open spaces from the possible adverse impacts of development and to ensure that where new development takes place it is served by the right quantity and type of open space to meet the needs of residents. The policy is supported by a review of open land areas and public open spaces in the District.

Policy HC 3 - Provision & Retention of Local Facilities (modified policy)

The purpose of this policy is to allow for new community facilities and services in sustainable locations and to prevent the premature loss of important local facilities where their continued use is considered to remain a reasonable prospect. Health facilities and care homes are added to the range of community facilities which should be retained where possible.

Policy HC 4 - Infrastructure Provision, Developer Contributions & Viability (modified policy)

The purpose of this policy is to set out the strategic approach to ensure that all of the social, physical and green infrastructure, which is necessary to make development acceptable is provided in a timely manner as development takes place. It sets out the approach to developer contributions to support infrastructure delivery whilst ensuring development viability across the District and that there is transparency in the process.

Policy HC 5 - Fibre to the Premises (new policy)

The purpose of this policy is to improve the provision and quality of digital communications including broadband across North Norfolk and to ensure that all new dwellings and work places are connected by fibre, or are able to be connected in the future.

Policy HC 6 - Telecommunications Infrastructure (modified policy)

The purpose of this policy is to maximise digital connectivity across North Norfolk by supporting the provision of well-designed digital infrastructure, which takes account of its visual impacts

Policy HC 7 - Parking Provision (modified policy)

The purpose of this policy is to ensure the provision of adequate safe and secure vehicle and cycle parking.

Policy HC 8 - Safeguarding Land for Sustainable Transport (modified policy)

The purpose of this policy is to safeguard land for potential sustainable transport related uses.

6 Environment

Policy ENV 1 - Norfolk Coast Area of Outstanding Natural Beauty & The Broads (existing policy)

The purpose of this policy is to ensure that the statutory duty and appropriate high level of protection is given to these designated landscapes through conservation and enhancement of the defined special qualities of the Norfolk Coast Area of Outstanding Natural Beauty and the Broads.

Policy ENV 2 - Protection & Enhancement of Landscape & Settlement Character (existing policy)

The purpose of this policy is to ensure that development proposals reflect the defining and distinctive qualities of the varied landscape character areas, their key characteristics and valued features and the character, appearance and integrity of the historic and cultural environment of North Norfolk.

Policy ENV 3 - Heritage & Undeveloped Coast (existing policy)

The purpose of this policy is to protect the appearance and character of the coast.

Policy ENV 4 - Biodiversity & Geodiversity

The purpose of this policy is to protect and enhance biodiversity and geodiversity.

Policy ENV 5 - Impacts on International & European sites: Recreational Impact Avoidance & Mitigation Strategy (new policy)

The purpose of this policy is to ensure compliance with the Conservation of Habitats and Species Regulations 2017 (as amended) and enable growth in the District through the implementation of measures to avoid adverse effects on the integrity of Habitats Sites arising from recreational disturbance, through the Norfolk-wide Green infrastructure & Recreational Impact Avoidance & Mitigation Strategy (GIRAMS).

Policy ENV 6 - Protection of Amenity (new policy)

The purpose of this policy is to maintain, protect and promote adequate living and working conditions for the District's communities in order to ensure that all occupants benefit from a good standard of amenity.

Policy ENV 7 - Protecting & Enhancing the Historic Environment (modified policy)

The purpose of this policy is to conserve and where possible, enhance the historic environment.

Policy ENV 8 - High Quality Design (modified policy)

The purpose of this policy is to provide a set of design principles which will result in improved design and ensure the special character and qualities of North Norfolk are maintained and enhanced.

7 Housing

Policy HOU 1 - Delivering Sufficient Homes (new policy)

The purpose of this policy is to set a minimum housing target for the District that ensures that all existing and future housing needs are addressed in locations that comply with the Settlement Hierarchy in **Policy SS 1 'Spatial Strategy'**.

Policy HOU 2 - Delivering the Right Mix of Homes(modified policy)

The purpose of this policy is to ensure that the type, size and tenure of homes provided closely matches the existing and predicted future needs of the local population.

Policy HOU 3 - Affordable Homes in the Countryside (modified approach to Rural Exceptions Housing)

The purpose of this policy is to provide for the delivery of an increased supply of affordable homes in locations close to where the need for such accommodation arises.

Policy HOU 4 - Essential Rural Worker Accommodation (existing policy)

The purpose of this policy is to meet the need for essential accommodation associated with the use of land for agriculture, forestry and other rural based businesses in locations that would otherwise be judged as unsustainable.

Policy HOU 5 - Gypsy, Traveller & Travelling Showpeople's Accommodation (existing policy)

The purpose of this policy is to meet the needs for both permanently occupied and transit pitches for the gypsy and traveller communities.

Policy HOU 6 - Replacement Dwellings, Extensions, Domestic Outbuildings & Annexed Accommodation (modified policy)

The purpose of this policy is to manage the visual impacts of proposed replacement dwellings, house extensions and domestic outbuildings on the character of the District. **Policy ENV 8 'High Quality Design'** and the detailed advice of the North Norfolk Design Guide are also applicable.

Policy HOU 7 - Re-use of Rural Buildings in the Countryside (modified policy)

The purpose of this policy is to allow for the conversion and re-use of good quality, structurally sound buildings in ways which respects their character and protects wildlife.

Policy HOU 8 - Accessible & Adaptable Homes (modified policy)

The purpose of this policy is to ensure that new homes address the District's needs, are built to accessible and adaptable standards and as such can:

1. be easily and cost effectively adapted as people's needs change throughout their lifetime;
2. increase the overall percentage of appropriate housing across all housing types and tenures;
3. address the historical deficiency in supply.

Policy HOU 9 - Minimum Space Standards (new policy)

The purpose of this policy is to ensure that new homes offer a reasonable minimum level of residential amenity and quality of life, ensuring that there is sufficient internal space, privacy and storage facilities to ensure long term sustainability and usability of new homes.

8 Economy

Policy E 1 - Employment Land (new policy)

The purpose of this policy is to ensure that a sufficient quantity of land is reserved for employment generating developments across the District.

Policy E 2 - Employment Areas, Enterprise Zones & Former Airbases (modified policy)

The purpose of this policy is to ensure that designated employment land within the District is protected for employment uses.

Policy E 3 - Employment Development Outside of Employment Areas (modified policy)

The purpose of this policy is to provide opportunities for businesses situated outside of designated Employment Areas with the potential to expand and thrive and to recognise the importance of employment outside the designated Employment Areas to the wider economy by requiring such uses to be retained, where possible.

Policy E 4 - Retail & Town Centre Development (modified policy)

The purpose of this policy is to maintain and enhance the vitality, viability and sustainability of the District's town centres.

Policy E 5- Signage & Shopfronts (existing policy)

The purpose of this policy is to seek to avoid the proliferation of advertisements in sensitive locations, such as in Conservation Areas and rural locations or locations which have high visual amenity, where it is considered that the amenity of the locality will be impaired and to ensure new and replacement shopfronts are well designed to reflect the character of the surrounding area and enhance the visual amenity of the local area.

Policy E 6 - New Tourist Accommodation, Static Caravans & Holiday Lodges, & Extensions (modified policy)

The purpose of this policy is to ensure that new-build tourist accommodation, static holiday caravans and holiday lodges are located in appropriate locations and to allow flexibility for existing businesses within the countryside the opportunity to expand where appropriate.

Policy E 7 - Touring Caravan & Camping Sites (modified policy)

The purpose of this policy is to ensure that the use of land for touring caravan and camping sites is located in appropriate locations.

Policy E 8 - New Tourist Attractions & Extensions (modified policy)

The purpose of this policy is to ensure that tourist attractions that broaden the tourism opportunities across the District and extend the tourist season are encouraged in appropriate locations.

Policy E 9 - Retaining an Adequate Supply & Mix of Tourist Accommodation (modified policy)

The purpose of this policy is to retain a mix of all types of tourist accommodation.

9 Places & Sites

Policies allocate a range of sizes of sites located within the selected settlements identified in the settlement hierarchy with each site providing homes, open space and supporting infrastructure with larger sites providing for elderly persons accommodation, sports facilities and local employment opportunities .

Policy DS1 - Development Site Allocations (new policy)

The purpose of this policy is to ensure that sufficient development land is available in the District to meet all likely future development needs in locations that comply with the **Settlement Hierarchy**. Policy DS1 allocates a range of available, suitable and deliverable sites for homes, employment, open space and other uses. This policy ensures that development proposals on allocated sites comply with all of the general policies of the Plan and the specific requirements of policies applicable to each individual site.

10 Cromer

Policy C07/2

Residential: Land at Cromer High Station, Norwich Road (site already allocated in current Plan)

The site is allocated for approximately 22 dwellings, public open space and associated on and off-site infrastructure.

Policy C16

Residential: Former Golf Practice Ground, Overstrand Road (new allocation)

The site is allocated for development of approximately 150 dwellings, specialist elderly care accommodation, public open space and associated on and off-site infrastructure.

Policy C22/2

Mixed-Use: Land West of Pine Tree Farm (new allocation)

The site is allocated for development of approximately 400 dwellings, specialist elderly person's accommodation, sport and recreational facilities and associated on and off-site infrastructure.

11 Fakenham

Policy F01/B

Residential: Land North of Rudham Stile Lane (second phase of existing large urban extension)

The site is allocated for residential development of approximately 560 dwellings, elderly person's accommodation, public open space, and associated on and off-site infrastructure.

Policy F02

Land Adjacent to Petrol Filling Station, Wells Road (new allocation)

The site is allocated for approximately 70 dwellings, public open space and associated on and off-site infrastructure.

Policy F03

Residential: Land at Junction of A148 and B1146 (new allocation)

The site is allocated for development of approximately 65 dwellings, public open space and associated on and off-site infrastructure.

Policy F10

Residential: Land South of Barons Close (new allocation)

The site is allocated for development of approximately 55 dwellings, 2.6 hectares of public open space, and associated on and off-site infrastructure.

12 Holt

Policy H17

Residential: Land North of Valley Lane (new allocation)

The site is allocated for residential development of approximately 27 dwellings, public open space, and associated on and off-site infrastructure.

Policy H20

Residential: Land at Heath Farm (second phase of recently developed residential area)

The site is allocated for residential development of approximately 180 dwellings, elderly persons accommodation, public open space, and associated on and off-site infrastructure.

13 Hoveton

Policy HV01/B

Residential: Land East of Tunstead Road (new allocation adding to recently developed area)

The site is allocated for approximately 150 dwellings, elderly person's accommodation, open space and associated on-site and off-site infrastructure.

14 North Walsham

Policy NW01/B

Mixed-Use: Land at Norwich Road & Nursery Drive (site part new and part existing allocation)

The site is allocated for a mixed-use development including approximately 350 dwellings, elderly person's accommodation the retention 2 hectares of existing employment land and provision of 3.5 hectares of public open space and supporting infrastructure.

Policy NW52

Employment: Land East of Bradfield Road (new allocation)

The site is allocated for employment development.

Policy NW62/A

Mixed-Use: Land West of North Walsham (new urban extension to the west of North Walsham)

The site is allocated for approximately 1,800 dwellings, 7 hectares of employment land, green infrastructure, community facilities and a road linking Norwich Road, Cromer Road and the industrial estate.

15 Sheringham

Policy SH04

Residential: Land Adjoining Seaview Crescent (existing allocation in current Plan)

The site is allocated for residential development of approximately 45 dwellings, public open space, and associated on and off-site infrastructure.

Policy SH07

Residential: Former Allotments, Weybourne Road, Adjacent to The Reef (now has planning permission for affordable residential and care home)

The site is allocated for residential development of approximately 40 dwellings, public open space, and associated on and off-site infrastructure.

Policy SH18/1B

Residential: Land South of Butts Lane (second phase of under construction scheme)

The site is allocated for residential development of a maximum of 48 dwellings, public open space, and associated on and off-site infrastructure.

16 Stalham

Policy ST19/A

Residential: Land Adjacent Ingham Road (extension of recently built development)

The site is allocated for residential development of approximately 70 dwellings, public open space, and associated on and off-site infrastructure.

Policy ST23/2

Mixed-Use: Land North of Yarmouth Road, East of Broadbeach Gardens (extension to recently built development)

The site is allocated for mixed use development of approximately 80 dwellings, not less than 1 hectare of employment land, open space, and associated on and off-site infrastructure.

17 Wells-next-the-Sea

Policy W01/1

Residential: Land South of Ashburton Close (extension of recently built development)

The site is allocated for residential development of approximately 20 dwellings, public open space, and associated on and off-site infrastructure.

Policy W07/1

Residential: Land Adjacent Holkham Road (new allocation)

The site is allocated for residential development of approximately 50 dwellings, 0.6 hectares public open space, and associated on and off-site infrastructure.

Large Growth Villages

18 Blakeney

Policy BLA04/A

Residential: Land East of Langham Road

The site is allocated for residential development of approximately 30 dwellings, public open space and on and off-site infrastructure.

19 Briston

Policy BRI01

Residential: Land East of Astley Primary School

The site is allocated for residential development of approximately 25 dwellings, public open space, school parking and associated supporting on and off-site infrastructure.

Policy BRI02

Residential: Land West of Astley Primary School

The site is allocated for residential development for approximately 40 dwellings, public open space, school parking and associated supporting on and off-site infrastructure.

20 Ludham

Policy LUD01/A

Residential: Land South Of School Road

The site is allocated for residential development of approximately 20 dwellings inclusive of open space and associated on and off-site infrastructure.

Policy LUD06/A

Residential: Land at Eastern End of Grange Road

The site is allocated for residential development of approximately 15 dwellings, inclusive of open space, and associated on and off-site infrastructure.

21 Mundesley

Policy MUN03/B

Residential: Land off Cromer Road & Church Lane

The site is allocated for residential development of approximately 30 dwellings inclusive of open space and associated on and off-site infrastructure.

Other Areas

22 Tattersett

Policy E7

Employment: Tattersett Business Park

The site is allocated for employment development.

INTERIM POLLING REVIEW – FINAL RECOMMENDATIONS

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)

none

Cabinet Member(s) Cllr. Tim Adams	District Ward(s) affected: Stody; Poppyland; Hoveton & Tunstead; Wells with Holkham; North Walsham West
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Contact Officer, telephone number and email: Rob Henry; x6327; robert.henry@north-norfolk.gov.uk

1. Introduction

Following a period of consultation which ran to 31st January we received good engagement from the various parishes included in this review. We have also received some good feedback in terms of additional information which we were not previously aware of and also alternative potential locations.

We are now in position to make final recommendations for Full Council to consider with any adoptions being implemented at the forthcoming Local Council Elections on Thursday 4th May 2023.

2. Polling Stations proposed for change

2.1 Thornage All Saints Church Vestry – Thornage (STO7)

This consultation received responses of 25 in favour; 8 against and 3 neither for nor against.

Given the concerns with the accessibility and working conditions of the polling station situated at All Saints Church, we had previously consulted on a proposal to re-locating parish polling to Briningham Village Hall which was the nearest to Thornage in terms of geography, ease of travel and it was considered to be the best suitable alternative in terms of space and accessibility.

Thornage Parish Council in their response advised that Thornage Hall had offered the use of Gregories Barn for use as a Polling Station to ensure a facility is retained within the parish.

A visited was conducted on Friday 10th February and the location was evaluated in terms of suitability and accessibility, parking facilities and staff comfort.

It was agreed that Gregories Barn would provide an excellent arrangement for parish polling and the Business Support Manager advised that this would be available for use at the time of an election going forward with suitable notice.

Considering the available options we firmly recommend that Gregories Barn be adopted as the designated Polling Station for the Parish of Thornage.

2.2 Overstrand Parish Hall – Overstrand (PO2)

This consultation received responses of 264 in favour and 418 against.

There were historical concerns over access to the Parish Hall situated down The Londs passage and the perceived lack of parking arrangements for staff and disabled electors and the poor access as detailed in the initial report.

The proposal was to adopt the Belfry Centre as the designated Polling Station for the parish of Overstrand going forward and this did prove to be a popular choice amongst residents of the parish.

However, upon arranging to visit the Parish Hall in Overstrand during the consultation period, the Chairman and the Clerk were able to inform on the alternative access arrangements for parking and access to the hall for disabled voters from Harbord Road which also provides space for parking for staff.

The hall itself provides more than sufficient space to conduct polling and it benefits from great facilities including kitchen, toilet and now also has available WIFI which will prove essential given the poor cellular service in Overstrand.

Although the Belfry Centre has received great support during the consultation period we cannot overlook the number of comments that highlight the risk that the increased traffic would bring to the area around the Belfry on the Cromer Road.

This has been a useful and valid consultation given we had previously been unaware of the full accessibility options at the Parish Hall and with all things considered we are recommending that the Overstrand Parish Hall be retained as the designated polling station for the parish.

2.3 Hoveton Village Hall – Hoveton (HT4)

This consultation received responses of 353 in favour; 62 against and 12 neither for nor against.

The consultation has provided a good level of response in which there is a large majority who support the proposals for adopting the Broadland Youth and Community Centre as the designated polling station for the parish of Hoveton.

During the consultation and after it, contact has tried to be established with the Village Hall to discuss their hire charges. It had previously been indicated that the Village Hall committee would be seeking approximately £1000 to hire the village hall for the day. This would make it by some way the most expensive polling station we hire at the time of an election.

There have been some comments in those against the proposals indicating that the car park isn't as large at the Youth and Community Centre, but considering the likely numbers using it on polling day it would be more than sufficient and has more available parking than some stations elsewhere in the district which serve larger electorates.

As the proposed venue was used during the election held in 2021 where the turnout will likely be lower than what is expected this year, we propose that ahead of any permanent designation, we use the Local Elections in May 2023 as a further trial to assess suitability at a higher turnout election, whilst attempting further dialog with the Village Hall over its hire charges.

2.4 The Victoria Resident's Lounge – Holkham (WH1)

This consultation received responses of 31 in favour and 0 against.

The consultation responses showed an overwhelming agreement that The Ancient House should be adopted for Parish Polling going forward. Indeed it was mentioned that it had been used as a polling station at some time in the past.

Our recommendation remains that we evaluate the use of The Ancient House on its ongoing suitability as a polling station at the Local Elections held on Thursday 4th May 2023 and providing it is successful it will receive official designation at the next whole review of the district polling places.

2.5 Designated Polling Place for North Walsham North polling district (NWW2)

This consultation received responses of 42 in favour; 1 against and 4 neither for nor against.

The responses received to the consultation provided conclusive agreement that St Benets Hall within the St Nicholas Church complex would provide a suitable polling arrangement for the North Walsham North polling district.

Having been used already during the May 2021 Norfolk County Council and Norfolk Police and Crime Commissioner Elections it is recommended that this location be designated as the polling station for the ward going forward.

3. Conclusion

Over the five different consultations there has been a great level of response from elected members, Parish Councillors and from within the communities themselves. The consultations themselves were all valid and based on the knowledge held at the time.

Where new information has been provided or suitable alternatives have been put forward, visits have been carried out by the Electoral Services team and changes to original proposals have been made and all are recommended for members of Full Council to decide upon.

4. Recommendation

In summary of the above comments for each of the five consultations which were ran with this review the final recommendations are as follows:

Thornage (STO7)

To recommend that Gregories Barn, Thornage Hall is designated the Polling Place and Polling Station for the civil parish of Thornage (STO7) replacing the existing arrangement at Thornage All Saints Church with immediate effect.

Overstrand (PO2)

To recommend that Overstrand Parish Hall is retained as the designated Polling Station for the civil parish of Overstrand (PO2).

Hoveton (HT4)

To recommend that The Broadland Youth and Community Centre is used on a trial basis as the Polling Place and Polling Station for the civil parish of Hoveton (HT4) at the forthcoming Local Elections in May with an evaluation taking place after the election.

Holkham (WH1)

To recommend that The Ancient House is used for parish polling for the civil parish of Holkham (WH1) at the Local Elections being held on Thursday 4th May 2023. Following an evaluation we will look to formally re-designating the polling station to The Ancient House at the next full review of the district arrangements.

North Walsham North (NWW2)

To recommend that St Benets Hall be designated as the Polling Place and Polling Station for the North ward of the civil parish of North Walsham with immediate effect.

5. Implications and Risks

It is considered that these recommendations carry minimal risks in terms of accessibility to polling for the parishes concerned.

6. Financial Implications and Risks

None as such, however it is always the aim to strive for the best value for money where possible and this is evident in section 2.3 of this report.

7. Sustainability

There are no sustainability issues relating to this report

8. Equality and Diversity

Legislation requires all polling stations to be accessible for all people wishing to exercise the right to cast their vote in person. The District Council gives this issue detailed consideration in the planning and conduct of elections in the District. Regular reviewing of the buildings we use indicates a commitment in continuous improvement and giving the best experience for our electors when they visit their polling station.

9. Section 17 Crime and Disorder considerations

There are no considerations required in relation to this.

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