

Cabinet



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Friday, 26 May 2023

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Monday, 5 June 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. 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: Cllr W Fredericks, Cllr L Shires, Cllr T Adams, Cllr A Brown, Cllr H Blathwayt, Cllr P Heinrich, Cllr C Ringer, Cllr A Varley and Cllr L Withington

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

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A G E N D A

1. TO RECEIVE APOLOGIES FOR ABSENCE

2. MINUTES

1 - 12

To approve, as a correct record, the minutes of the meeting of the Cabinet held on 06 March 2023.

3. PUBLIC QUESTIONS AND STATEMENTS

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

4. DECLARATIONS OF INTEREST

13 - 18

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 OVERVIEW & SCRUTINY COMMITTEE

To consider any recommendations referred to the Cabinet by the Overview & Scrutiny Committee for consideration by the Cabinet in accordance within the Overview and Scrutiny Procedure Rules

8. NOURISHING NORFOLK PROGRAMME

To receive a verbal update on the Nourishing Norfolk Programme.

**9. TEMPORARY LETTING ACCOMMODATION - GOVERNMENT CONSULTATION
(19 – 28)**

Executive Summary	This report seeks Cabinets' support to agree a response on behalf of North Norfolk District Council to two consultations proposing to introduce new regulations in relation to the use of dwellings as temporary letting accommodation (holiday, Air B&B).
Options considered	Alternative consultation responses have been considered.
Consultation(s)	This report is in response to a Government consultation and members and officers have provided comments and views.

Recommendations	That Cabinet resolves to respond to the consultations as outlined in Appendix A to this report
Reasons for recommendations	To support government proposals to introduce a more effective regulatory framework for the use of dwellings for purposes other than as principal residences and hence give local authorities better tools to manage the potential impacts of such uses.
Background papers	None

Wards affected	All
Cabinet member(s)	Cllr A Brown, Portfolio Holder for Planning, Cllr W Fredericks, Portfolio Holder for Housing
Contact Officer	Mark Ashwell, Planning Policy Manager

Links to key documents:	
Corporate Plan:	Local Homes for Local People
Medium Term Financial Strategy (MTFS)	N/A
Council Policies & Strategies	N/A

Corporate Governance:	
Is this a key decision	Yes / No
Has the public interest test been applied	No
Details of any previous decision(s) on this matter	Overview & Scrutiny Committee considered this issue in July 2022

10. MANAGING PERFORMANCE QUARTER 4 AND CUMULATIVELY FOR 2022/2023

29 - 74

Managing Performance Quarter 4 and cumulatively for 2022/2023	
Executive Summary	<p>The Managing Performance Report attached, as Appendix A, will enable the Council to assess delivery against objectives detailed in the Corporate Plan Delivery Plan 2019-2023 and operational service performance during the period 1st April 2022 to 31st March 2023.</p> <p>It gives an overview of progress towards achieving the objectives in the Corporate Plan and wider corporate performance around core service delivery during the year, and the actions taken to address any issues and proposes further action as needed.</p>
Options considered	<p>Actions to address any areas of under-delivery or poor service performance are raised with the relevant Assistant Director. Where there are ongoing issues with project delivery or service performance these are presented separately, for Cabinet's information and comment.</p>
Consultation(s)	<p>The preparation of this report itself has not involved consultation. Initially the development of the Corporate Plan in 2019 involved extensive consultation and the progression of specific actions within the Plan have involved further public engagement and consultation processes.</p>
Recommendations	<p>That Cabinet resolves to note this report and endorses the actions being taken by Corporate Leadership Team detailed in Appendix A – Managing Performance.</p>
Reasons for recommendations	<p>To ensure the objectives of the Council are achieved and service performance monitored, reviewed and as necessary improved.</p>
Background papers	<p>The 2019 – 2023 Corporate Plan and In-Phase performance management system</p>

Wards affected	All
Cabinet member(s)	Cllr Tim Adams, Leader of the Council
Contact Officer	<p>Steve Blatch, Chief Executive Email:- steve.blatch@north-norfolk.gov.uk Tel:- 01263 516232</p>

Links to key documents:	
Corporate Plan:	<p>This performance management report records outcomes against each of the Council's Corporate Plan's six key themes, and reports by exception on the operational performance of the Council.</p>

Medium Term Financial Strategy (MTFS)	This report in itself does not raise any issues in respect of the Council's Medium Term Financial Strategy – although individual project proposals and actions need to be considered in the context of the Council's financial position and be supported by a business case and agreed budget / savings or efficiency targets.
Council Policies & Strategies	The Council's Corporate Plan is a key document for the authority, supported by a number of corporate policies and strategies, some of which have been developed as specific actions or objectives of the Corporate Plan.

Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	Not an exempt item of business.
Details of any previous decision(s) on this matter	This is a quarterly performance report presented to Cabinet and Overview and Scrutiny Committee

11. PURCHASE OF TWO ADDITIONAL REFUSE COLLECTION VEHICLES (75 – 82)

Executive Summary	This report outlines the requirement for allocation of capital funding for the purchase of two new refuse collection vehicles for the commercial and garden waste collection services delivered by Serco on behalf of the Council. These services have experienced significant customer growth over the last few years and are at a point whereby additional vehicles are required to ensure that the Council can continue to meet customers' expectations and deliver its statutory duties around domestic and commercial waste collections.
Options considered	Do nothing – this would result in a deteriorating service level and loss of customers resulting in lost income for the Council. Hiring additional vehicles – deemed poor value for money. Purchasing second-hand vehicles – no availability of suitable vehicles. Contractor purchasing vehicles – poor value for money and not in line with current fleet.
Consultation(s)	The proposal has been drawn up in conjunction with Serco who have recommended the provision of the additional vehicles and will look to factor their use in to a future round reorganisation.

Recommendations	That Cabinet recommend to full Council an addition to the Capital programme of £385,000 to purchase two new refuse collection vehicles and that the £385,000 be added to the residual £65,000 that is left over from the original budget to purchase refuse vehicles from 2019 to date. That Cabinet recommend to full Council that the purchase be funded by borrowing of £335,000 and a revenue contribution of £50,000.
Reasons for recommendations	To ensure the Council can meet customers' expectations and provide a service that can keep up with the continuing increase in demand for garden and commercial waste collection services. To ensure statutory duties around waste collection can be fulfilled. To support the future growth in revenue generating services.
Background papers	None

Wards affected	All
Cabinet member(s)	Cllr. Callum Ringer
Contact Officer	Scott Martin, Environment and Safety Manager, scott.martin@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	N/A
Medium Term Financial Strategy (MTFS)	The provision of additional resources on the revenue generating garden and commercial waste services will enable a better level of service delivery and help achieve future customer and revenue growth, supporting the MTFS.
Council Policies & Strategies	None

Corporate Governance:	
Is this a key decision	Yes
Has the public interest test been applied	Is the item exempt, if so, state why.
Details of any previous decision(s) on this matter	N/A

Executive Summary	Stalham was selected as a suitable town for an investigation into the opportunities for improving the health (vitality and viability) of its town centre. A successful application was made in 2022 for a government-funded scheme and the Council subsequently progressed the initiative. A meeting took place in March with the appointed consultants and relevant stakeholders and subsequently a report was prepared, entitled 'Unlocking Your Place Potential.'
Options considered	The study has been undertaken and the further offer of support is available. The alternative option of taking this no further would not be sensible, however, once the further work has been done options for further support to the town's High Street will be considered.
Consultation(s)	In the lead up to the preparation of the HSTF initiative, representatives of Stalham Town Council (STC) and Stalham Business Forum (SBF) were engaged to agree the scope of the activities. Through the 'Unlocking Your Place Potential' study, representatives of Stalham Neighbourhood Development Committee, the Museum of the Broads, New Anglia Local Enterprise Partnership and Norfolk County Council were involved, alongside officers and members from NNDC and representatives of STC and SBF.
Recommendations	<p>Cabinet is asked to endorse the findings of the UYPP report and agree to the following actions:</p> <ul style="list-style-type: none"> • Continue to work with interested organisations in Stalham to progress options for supporting its town centre and local businesses operating there • arrange a meeting in the summer to discuss the findings of the HSTF investigation and to develop a scope for future actions by the relevant stakeholders • host a workshop in Stalham on improving local capacity, leadership and partnerships led by a High Streets Task Force expert that will consider governance and place management partnership structures, with an awareness of identified needs and potential future responsibilities • following the workshop, act on the recommendations to establish a partnership with a timetable and cycle of meetings suitable to prepare a joined-up plan and coordinate future delivery • evaluate the scope for a 'Place Making Programme' workshop to follow on from the above actions.
Reasons for recommendations	To support the further exploration of ways for Stalham's town centre to be improved.
Background papers	Stalham High Street Task Force Unlocking Your Place Potential (attached as an Appendix)

Wards affected	Stalham
Cabinet member(s)	Cllr Paul Heinrich, Cabinet Member for Sustainable Growth
Contact Officer	Rob Young, Assistant Director for Sustainable Growth Tel: 01263 516162 Email: robert.young@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	Boosting Business Growth
Medium Term Financial Strategy (MTFS)	None
Council Policies & Strategies	North Norfolk Local Plan

Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	N/A
Details of any previous decision(s) on this matter	None

13. NORTH NORFOLK HYDROGEN STUDY

101 - 108

Executive Summary	<p>Increasing consideration is being given to the potential of the Bacton Energy Hub playing a major role in the UK's future energy security strategy as our national economy looks to transition to Net Zero, moving away from reliance on natural gas to sources of low carbon and renewable energy, including hydrogen and carbon capture and storage.</p> <p>The District Council therefore needs to understand the implications and opportunities presented for the future of the Bacton Energy Hub site through commissioning some research into how hydrogen production and carbon capture and storage might be accommodated on the site and understand the potential benefits which might be realised for the North Norfolk economy through such investments in terms of jobs, training, supply chains etc.</p> <p>This report therefore recommends that the District Council establishes a budget to commission a research report into the future opportunities for the Bacton Energy Hub site.</p>
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Options considered	<p>Commission research into the future opportunities for the Bacton Energy Hub site so that the Council is able to take an informed and proactive position in engaging with investors proposing investments at the site to produce hydrogen and in the storage of carbon in depleted offshore gas fields in the southern North Sea.</p> <p>Do nothing – not considered to be an appropriate position for the Council as potentially major proposals are developed for the Bacton Energy Hub site</p>
Consultation(s)	<p>The Council has held initial meetings with the North Sea Transition Authority, National Grid Gas Transmission, Cadent, and the Hydrogen Capital and Hydrogen Valley projects about the potential of future investments at the Bacton Energy Hub site.</p> <p>However, these conversations are at a very early and formative stage and have not provided the Council with much information such that it can take an informed position of the opportunities and implications of such proposals for the Bacton site.</p> <p>The Council therefore wishes to commission some initial, independent, research into these project proposals in order that it can, in due course, represent the interests of local communities and businesses in the further development of proposals made for the site.</p>
Recommendations	<p>Cabinet is recommended to establish an initial budget as detailed in the exempt appendix funded from the Corporate Plan Delivery Plan Reserve to commission a piece of independent research of the opportunities being proposed for the future of the Bacton Energy Hub site, particularly as a location for the production of hydrogen and the capture and storage of carbon, in order that the Council can take an informed position with respect to these significant proposals in support of the UK's Net Zero ambitions.</p>
Reasons for recommendations	<p>To position North Norfolk strongly in respect of developing proposals for the Bacton Energy Hub to make a significant contribution to the UK's Net Zero strategy and ambitions.</p>
Background papers	<p><u>North Sea Transition Authority (NSTA): Bacton Energy Hub - The move to
net zero (nstauthority.co.uk)</u></p> <p><u>North Sea Transition Authority (NSTA): Carbon Capture and Storage - The move to
net zero (nstauthority.co.uk)</u></p> <p><u>Capital Hydrogen</u></p> <p><u>Hydrogen Valley</u></p>

Wards affected	Bacton, Trunch, Mundesley
Cabinet member(s)	Cllr Tim Adams, Leader of the Council Cllr Adam Varley, Cabinet member for Net Zero and Climate Change Cllr Paul Heinrich, Cabinet Member for Sustainable Growth
Contact Officer	Steve Blatch, Chief Executive Tel: 01263 516232 Email: steve.blatch@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	Environment, Coast and Climate Change Sustainable Business Growth
Medium Term Financial Strategy (MTFS)	None directly, but the Bacton Energy Hub site is one of the largest business rated premises in the District and so contributes to our business rate base
Council Policies & Strategies	North Norfolk Local Plan Net Zero Strategy and Action Plan North Norfolk Coast Shoreline Management Plan

Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	Part exempt (Paragraph 3 of Section 12A of the Local Government Act 1972) in terms of the budget to be established so as not to compromise procurement regulations in seeking prices / proposals for the research study.
Details of any previous decision(s) on this matter	None

14. EXCLUSION OF PRESS AND PUBLIC

To pass the following resolution:

“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 of Part I of Schedule 12A (as amended) to the Act.”

15. PRIVATE BUSINESS