

# Cabinet



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Wednesday, 21 June 2023

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Thursday, 29 June 2023 at 11.30 am.**

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

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

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

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

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

**To:** 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

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

**1. TO RECEIVE APOLOGIES FOR ABSENCE**

**2. MINUTES**

1 - 10

To approve, as a correct record, the minutes of the meeting of the Cabinet held on 05 June 2023.

**3. PUBLIC QUESTIONS AND STATEMENTS**

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

**4. DECLARATIONS OF INTEREST**

11 - 16

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. RECOMMENDATIONS FROM PLANNING POLICY & BUILT HERITAGE WORKING PARTY**

The following recommendations were made by the Planning Policy & Built heritage Working Party at the meeting on 12<sup>th</sup> June 2023:

Health Protocol Update:

To recommend to Cabinet that the Council endorses the update to the Health Protocol (in so far as it relates to contact details, factual changes, and reference systems) but does not endorse the content of the protocol in its entirety.

Further, Planning Policy & Built Heritage Working Party recommends to Cabinet that the Council requests that the Norfolk Strategic Planning Framework reconsiders the scope of the Protocol including mental health, dentistry and public health in the broader sense, and addresses the issues around practical implementation.

Executive Summary	<p>Following the District Council elections on 4<sup>th</sup> May the Cabinet and Corporate Leadership Team have worked to develop a new Corporate Plan which sets out the intent and ambition of the authority for the period 2023 – 2027.</p> <p>The draft Corporate Plan document is now presented for formal approval by Cabinet and thereafter presentation to Full Council for adoption.</p>
Options considered	<p>The Council is required to publish a Corporate Plan.</p> <p>The development of this Plan reflects the priorities of the administration based upon their manifesto statements and looks to take forward new actions under the principal themes from the 2019 – 2023 Corporate Plan – particularly with respect to the environment and Net Zero, housing, the local economy, quality of life and engagement with our residents and communities.</p>
Consultation(s)	<p>The development of the new Corporate Plan has not in itself involved a specific process of consultation. The Plan has been developed recognising those critical issues facing North Norfolk and its communities and reflects the priorities of the incoming council administration for the period 2023 – 2027. These issues are not new and will involve the Council working with established partners to develop responses to these challenges. The Corporate Plan is a high level document setting out the priorities of the Council over the next four years, with specific project proposals and interventions developed to address those challenges being the subject of engagement and consultation in the months ahead.</p>
Recommendations	<p>That Cabinet resolves to:</p> <ol style="list-style-type: none"> <li>1. Agree the content of the draft Corporate Plan 2023 – 2027 as a statement of the Council's intent and ambition for the term of this Council administration.</li> <li>2. Authorises the Chief Executive, in consultation with the Leader of the Council, to agree any minor revisions and changes to the final draft of the</li> </ol>

	<p>Corporate Plan document and thereafter the format / design of the document for publication, following adoption by Full Council.</p> <p>3. That Cabinet publishes an Action Plan detailing how the objectives detailed in the Corporate Plan will be delivered / achieved to its November 2023 meeting.</p> <p>That Cabinet recommends to Full Council:-</p> <p>4. That Full Council adopts the Corporate Plan 2023 – 2027.</p>
Reasons for recommendations	<p>The Corporate Plan details the Council's ambitions and intent for the next four years. It will provide the framework and context for the Council's service provision, project interventions and resource allocation (financial and staffing) for the period through to 2027.</p> <p>The Plan will be subject to annual review to ensure that it continues to reflect the Council's priorities and objectives throughout the next four years in response to emerging trends, policy developments and legislation.</p>
Background papers	No background papers were used in the preparation of this report.

Wards affected	All
Cabinet member(s)	Cllr Tim Adams, Leader of the Council
Contact Officer	Steve Blatch, Chief Executive <a href="tel:01263516232">Tel:- 01263 516232</a> Email: <a href="mailto:steve.blatch@north-norfolk.gov.uk">steve.blatch@north-norfolk.gov.uk</a>

**10. 2022/2023 OUTTURN REPORT**

<b>Executive Summary</b>	<p>This report presents the provisional outturn position for the 2022/23 financial year which shows a General Fund overspend of ££0.782m, which is made up of a £0.261m revenue services' overspend and a £0.561k income shortfall in retained business rates.</p> <p>This report also presents the Council's capital programme outturn position.</p> <p>Details are included within the report of the more significant year-end variances compared to the current budget for 2022/23. The report also makes recommendations for contributions to reserves.</p>
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	<p>The report provides a final budget monitoring position for the 2022/23 financial year. The report makes recommendations that provide funding for ongoing commitments and future projects.</p>
<b>Options considered</b>	<p>The revenue outturn position as of 31 March 2023 shows an overall overspend of £0.782m. The final position allows for £1.137m from budget and grant underspends to be rolled forward within Earmarked Reserves to fund ongoing and identified commitments in 2023/24. This draft outturn position will form the basis for the production of the statutory accounts, which will then be subject to audit by the Council's external auditors.</p>
<b>Consultation(s)</b>	<p>None – This is a factual report of the financial year end position for 2022/23.</p>
<b>Recommendations</b>	<p><b>Members are asked to consider the report and recommend the following to Full Council:</b></p> <p><b>a) The provisional outturn position for the General Fund revenue account for 2022/23;</b></p> <p><b>b) The transfers to and from reserves as detailed within the report (and appendix C) along with the corresponding updates to the 2023/24 budget;</b></p> <p><b>c) The deficit of £0.261m relating to service overspends be funded from the General Reserve;</b></p> <p><b>d) The deficit of £0.561m relating to retained business rates be funded from the Business Rates Reserve;</b></p> <p><b>d) The financing of the 2022/23 capital programme as detailed within the report and at Appendix D;</b></p> <p><b>e) The balance on the General Reserve of £2.649m;</b></p> <p><b>f) The updated capital programme for 2023/24 to 2025/26 and scheme financing as outlined within the</b></p>

	<p>report and detailed at Appendix E;</p> <p>g) The roll-forward requests as outline in Appendix F are approved.</p> <p>h) The transfer of £0.500m from the Delivery Plan Reserve to a new reserve 'Net Zero Initiatives' set up specifically to fund projects, initiatives and works to achieve net zero.</p> <p>i) The Provision of Temporary Accommodation capital budget for 2024/25 and 2025/26 of £0.250m per year be moved into 2023/24 giving a total budget of £0.750m in 2023/24 and that this be funded by temporary borrowing until it can be replaced by preserved right to buy capital receipts</p>
<b>Reasons for recommendations</b>	To approve the draft outturn position on the revenue and capital accounts used to produce the statutory accounts for 2022/23.
<b>Background papers</b>	Budget report, Budget Monitoring reports, NNDR3 return

<b>Wards affected</b>	All
<b>Cabinet member(s)</b>	Cllr Lucy Shires
<b>Contact Officer</b>	Tina Stankley Director of Resources <a href="mailto:Tina.Stankley@north-norfolk.gov.uk">Tina.Stankley@north-norfolk.gov.uk</a> 01263 516439

<b>Links to key documents:</b>	
Corporate Plan:	Financial Sustainability and Growth
Medium Term Financial Strategy (MTFS)	The outturn position will have an impact on the Reserve Balances, which will become the revised starting balances for the MTFS
Council Policies & Strategies	N/A

Executive Summary	This report sets out the Treasury Management activities undertaken during 2022/23 compared with the Treasury Management Strategy for the year.
Options Considered	This report must be prepared to be ensured members are aware of Treasury activities. It is also a requirement for the Council to comply with the CIPFA Treasury Management and Prudential Codes.
Consultation(s)	Link Treasury Services have provided the economic information in Appendix T associated with this report.
Recommendations	That Cabinet reviews and approves this report, with the recommendation that it is submitted to Full Council for final approval.
Reasons for recommendations	This report requires approval by Full Council for the Authority to be compliant with the CIPFA Treasury Management and Prudential Codes.
Background papers	This report refers to the Council's Capital Strategy Report 2022/23 which was approved by Members on 31/01/2022.  This report refers to the Council's Treasury Management Strategy 2022/23 which was approved by Members on 23/02/2022.

Wards affected	All
Cabinet member(s)	Cllr Lucy Shires
Contact Officer	James Moore - Accountancy Assistant - James.Moore@north-norfolk.gov.uk

<b>Links to key documents:</b>	
Corporate Plan:	This report shows the Council's current Treasury position against the cost of delivering its Capital Programme (CFR – Capital Financing Requirement). This shows the Council's current ability to finance its current Capital Programme.
Medium Term Financial Strategy (MTFS)	This report supports the Medium Term Financial Strategy through protecting Council funds and cash flows, whilst minimizing borrowing costs.  This report shows the Council's Investment and Borrowing position against the Council's Capital Financing Requirement, showing the net debt position of the Authority as at the end of the financial year.
Council Policies & Strategies	This report refers to the Council's Capital Strategy Report 2022/23 which was approved by Members on 31/01/2022.  This report refers to the Council's Treasury Management Strategy 2022/23 which was approved by Members on 23/02/2022.

<b>Corporate Governance:</b>	
Is this a key decision	No
Has the public interest test been applied	This report is available to the public.
Details of any previous decision(s) on this matter	This is an annual report on the Council's current Treasury position.

**12. PURCHASE OF AFFORDABLE HOME - LAHF GRANT -122**

**117**

<b>Executive Summary</b>	This report recommends purchase of a 4-bed home partly funded from government Local Authority Housing Fund grant. Initially the home will be used to help meet the resettlement needs of Afghan households but in the longer-term the Council will be able to use the home as temporary accommodation for homeless households.
<b>Options considered</b>	Do not use government grant and allocated budget to purchase property and therefore do not add to the stock of affordable homes in the district. Transfer the grant funding to a Registered Provider for them to acquire a 4-bedroom home for affordable housing



<b>Consultation(s)</b>	Portfolio Holder for Housing, Housing Options Manager, Estates and Assets Strategy Manager, Finance Team.
<b>Recommendations</b>	That Cabinet approves the purchase of a 4-bed home, partly supported by funding from the government's Local Authority Housing Fund grant
<b>Reasons for recommendations</b>	To give authority for spend over £100k
<b>Background papers</b>	Local Authority Housing Fund grant opportunity- 6 March 2023 Purchase of Temporary Accommodation Unit - 7 November 2022

<b>Wards affected</b>	District-wide
<b>Cabinet member(s)</b>	Cllr Wendy Fredericks
<b>Contact Officer</b>	Nicky Debbage, Housing Strategy & Delivery Manager <a href="mailto:nicky.debbage@north-norfolk.gov.uk">nicky.debbage@north-norfolk.gov.uk</a>

<b>Links to key documents:</b>	
Corporate Plan:	Local Homes for Local Need
Medium Term Financial Strategy (MTFS)	Provision of good quality council owned temporary accommodation can deliver savings compared to more expensive and inferior alternatives such as bed and breakfast
Council Policies & Strategies	North Norfolk District Council Housing Strategy 2021 - 2025

<b>Corporate Governance:</b>	
Is this a key decision	Yes
Has the public interest test been applied	-

<p>Details of any previous decision(s) on this matter</p>	<p>Cabinet 6 March 23, Agenda item 12 - Local Authority Housing Fund Grant Opportunity</p> <p>Decision</p> <p>RESOLVED that</p> <p>The Council accepts the Local Authority Housing Fund grant funding in full and commits to the delivery of 11 homes.</p> <p>The source of the homes is from market sales including new-build when available (and if affordable).</p> <p>The Council delivers the new homes in partnership with Flagship. The Council will pass the grant on to Flagship, who will provide the match funding and own the homes, in return the Council will have nomination rights to the homes in perpetuity.</p>
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**13. COUNCIL LOAN TO HOMES FOR WELLS TO ENABLE PURCHASE OF TWO PROPERTIES** 123 - 128

<p>Executive Summary</p>	<p>The delivery of new affordable housing is a key priority for the Council. This is an opportunity to support the delivery of two affordable homes and support the work of a partner community-led housing organisation.</p> <p>The support takes the form of a loan of £110,000 at commercial rates and at minimal risk to the Council.</p>
<p>Options considered</p>	<p>The alternatives are:</p> <p>a) To provide a loan for one property only.</p> <p>b) Not to provide any loan funding at all.</p>
<p>Consultation(s)</p>	<p>Cllr. Wendy Fredericks – Portfolio Holder.</p> <p>Finance team – support for and terms of the loan.</p> <p>Homes for Wells – amount of loan and number of properties.</p>
<p>Recommendations</p>	<p>This is a <u>resolution</u> for Cabinet to approve a loan of £110,000 to Homes for Wells to help with the purchase of two properties.</p>
<p>Reasons for recommendations</p>	<p>The two homes will provide affordable housing for low-income households from the Homes for Wells waiting list.</p>

Background papers	No other background papers.
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Wards affected	Wells with Holkham
Cabinet member(s)	Cllr. Wendy Fredericks
Contact Officer	Graham Connolly, Housing Strategy and Delivery Manager, <a href="mailto:graham.connolly@north-norfolk.gov.uk">graham.connolly@north-norfolk.gov.uk</a>

<b>Links to key documents:</b>	
Corporate Plan:	This proposal supports the Council's Local Homes for Local Need by facilitating new homes and by using loan funding to achieve that aim.
Medium Term Financial Strategy (MTFS)	No links to the MTFS.
Council Policies & Strategies	This proposal supports the Council's aim to provide more affordable housing in the district.

**14. DISCRETIONARY DISABLED FACILITIES GRANT POLICY**

129 - 136

<b>Executive Summary</b>	<p>The current mandatory Discretionary Facilities Grant (DFG) service delivered by the Integrated Housing Adaptations Team (IHAT) is valued, effective and efficient.</p> <p>Demand for mandatory DFGs is increasing due to an increasing older population and the desire by many people with disabilities and long term health conditions to remain in their own home rather than in residential or nursing care.</p> <p>A Discretionary DFG Policy is needed to widen the scope and services available through the DFG process. It will offer an early intervention service and contribute to the resolution of cases that require works outside the scope of the current DFG fund. A Discretionary DFG Policy will reduce the formal process and enable adaptations to be progressed more quickly for those with life limiting conditions.</p> <p>Overall the Discretionary DFG Policy will widen the DFG offer, improve customer service, reduce DFG process wait times and support the promotion of independent living.</p>
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<p><b>Options considered</b></p>	<p><b>Not to adopt a Discretionary DFG Policy - not recommended</b></p> <p>Whilst there is no legal requirement for North Norfolk District Council (NNDC) to have a Discretionary DFG Policy, without one the DFG funding can only be used to fund eligible, mandatory DFG works. There is evidence of unmet need amongst clients who require adaptations that are outside the financial or eligible scope of current mandatory DFG works.</p> <p>Without a Discretionary DFG Policy, NNDC would not be able to access designated additional Better Care Fund funding for the period 2023 – 2025 as this is specifically for discretionary DFG works and is conditional on the Council having a Discretionary DFG Policy. The exact amount is to be confirmed but it is believed to be around £240,000 for the period 2023 – 2025.</p> <p><b>To adopt the Discretionary DFG Policy and utilise the additional Better Care Fund for the period 2023 – 2025 to allocation to expand the current DFG service to meet identified and unmet need. - Recommended</b></p> <p>NNDC will not be able to access the additional Better Care Fund discretionary allocation without a Discretionary DFG Policy. The Discretionary elements identified within the Policy are believed to be those that will have the most positive benefit for residents, will meet current unmet need and which can be delivered at this time within existing staff capacity and resources.</p> <p>The Discretionary DFG Policy will be reviewed annually and recommendations for change made if appropriate.</p>
<p><b>Consultation(s)</b></p>	<p>Cllr Wendy Fredericks, Portfolio Holder for Housing and Peoples' Services</p>
<p><b>Recommendations</b></p>	<p>Recommendation - Cabinet to adopt the Discretionary DFG Policy.</p>
<p><b>Reasons for recommendations</b></p>	<p>To enhance and improve DFG provision with the aim of promoting independent living and wellbeing.</p> <p>To increase the range of DFG Services that are available and to enhance the existing services offered to meet unmet need.</p>
<p><b>Background papers</b></p>	<p><a href="#">Adult social care system reform: next steps to put People at the Heart of Care</a></p> <p>NNDC Discretionary DFG Policy</p>  <p>DFG Discretionary Policy document SJ.dc</p>

<b>Wards affected</b>	All wards in North Norfolk
<b>Cabinet member(s)</b>	Cllr Wendy Fredericks
<b>Contact Officer</b>	Sonia Shuter, Early Help & Prevention Manager <a href="mailto:sonia.shuter@north-norfolk.gov.uk">sonia.shuter@north-norfolk.gov.uk</a>

<b>Links to key documents:</b>	
Corporate Plan:	Quality of Life
Medium Term Financial Strategy (MTFS)	No
Council Policies & Strategies	Discretionary


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

**15. INFORMATION, ADVICE & ADVOCACY**

137 - 144

<b>Executive Summary</b>	<p>North Norfolk District Council (NNDC) is committed to reducing inequality and supporting residents of North Norfolk to have access to Information, Advice &amp; Advocacy (IAA) services that meet a range of generic and specialised needs.</p> <p>There is an ongoing and increasing need for the provision of generic IAA and specialist debt services. This has been exacerbated as a result of Covid and the Cost of Living increases.</p> <p>Norfolk Citizens Advice (Norfolk CA) have worked in partnership with NNDC for at least ten years providing a range of generic and specialist IAA services across North Norfolk. They are also a Government approved debt advisor organisation.</p> <p>Awarding a grant of £66,323 to Norfolk CA will enable the continuation of established advice and information services in North Norfolk and the provision of a dedicated specialist debt</p>
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	<p>advisor for direct referrals by NNDC for the period 1st April 2023 – 31st March 2024.</p>
<p><b>Options considered</b></p>	<p><b>Not to provide funding towards IAA services. - Not recommended</b></p> <p>There has been an increase in demand for a range of IAA services in North Norfolk particularly in relation to finance, benefit and debt. The impact of Covid and the continued Cost of Living increases and considered to be the main contributing factors.</p> <p>The provision of accredited IAA services in a range of community locations across North Norfolk contributes towards the achievement of Quality of Life objective in the Corporate Plan.</p> <p><b>Utilising the identified IAA budget to increase internal support for people requiring IAA services. – Not recommended</b></p> <p>The focus of the People Services Directorate is to provide a range of services including IAA to residents particularly those who are vulnerable and experience hardship.</p> <p>Whilst the majority of the People’s Services do provide an element of community provision mainly through visiting people in their own homes if necessary there is no consistent community presence. People are encouraged to utilise a range remote service provision to contact NNDC and a range of effective methods are available. However, for some people often those who are most vulnerable an in person appointment is more appropriate. NNDC currently does not have the capacity or resources to provide the range of IAA services needed in the community. This means that unless people are able to travel to NNDC offices in Cromer or Fakenham there are limited opportunities for them to receive face to face IAA services.</p> <p>NNDC are not a Government Approved Debt Advisor and therefore are limited to the range of debt support they can offer.</p> <p><b>Utilise the IAA budget to fund an external, debt accredited IAA provider. - Recommended</b></p>

	<p>IAA services has been in North Norfolk provided by Citizens Advice for many years. Norfolk CA has been the main provider of IAA in North Norfolk for at least ten years. Norfolk CA has a positive reputation and a visible presence in dedicated offices, community venues and more recently food banks.</p> <p>Norfolk CA are the only provider offering face to face IAA services in North Norfolk who are also a Government approved debt advisor.</p> <p>Offering the IAA grant to Norfolk CA would offer value for money as it would contribute to existing funding and provide a more comprehensive generic and specialised IAA service across North Norfolk.</p>
<b>Consultation(s)</b>	Consultation with Portfolio Holder and Assistant Director for People's Services.
<b>Recommendations</b>	<p>It is considered that the proposed use of the grant to enhance and secure IAA services in North Norfolk offers better value than funding a stand alone or in house service.</p> <p>Cabinet are asked to recommend that a grant of £66,323 is awarded to Norfolk CA towards for the provision of generic IAA services in North Norfolk and a Specialist Debt Relief Order Advisor to take direct referrals from NNDC and to be based at NNDC at least one day a week.</p>
<b>Reasons for recommendations</b>	To recognise and respond to the ongoing and increasing demand for generic and specialist IAA services in North Norfolk.
<b>Background papers</b>	 North Norfolk Report April 2023 v2.pptx

<b>Wards affected</b>	All Wards
<b>Cabinet member(s)</b>	Cllr. Wendy Fredericks
<b>Contact Officer</b>	Sonia Shuter, Early Help & Prevention Manager. <a href="mailto:sonia.shuter@north-norfolk.gov.uk">sonia.shuter@north-norfolk.gov.uk</a>

<b>Links to key documents:</b>	
Corporate Plan:	Quality of Life

Medium Term Financial Strategy (MTFS)	No
Council Policies & Strategies	None

<b>Corporate Governance:</b>	
Is this a key decision	No
Has the public interest test been applied	No
Details of any previous decision(s) on this matter	

## 16. CROMER - MARRAM'S BOWLS CLUB, PROPOSED REDEVELOPMENT

145 – 204

<b>Executive Summary</b>	<p>The Council own the premises leased to and occupied by Marrams Bowls Club on Runton Road, Cromer.</p> <p>The Club is managed by Trustees.</p> <p>The external elements of the premises are in dis-repair and will require major capital expenditure by NNDC to consolidate the building structure and ongoing revenue cost to then maintain.</p> <p>In this paper the potential to demolish part of the property and to refurbish and reconfigure the Clubhouse into a reduced area has been considered and both plans and costs have been provided by external architects and quantity surveyors.</p> <p>The recommended option would provide the opportunity to create a newly refurbished clubhouse and a new bespoke area for up to 3x separate income producing concessions.</p>
<b>Options considered</b>	<p>The following options have been considered as being possible and implementable;</p> <ol style="list-style-type: none"> <li>1. Termination of the current lease and closure of the Club to provide for redevelopment - discounted</li> <li>2. Demolition of the whole and development of a new Clubhouse and restaurant at first floor level – not viable.</li> <li>3. Demolish the whole and re-use for concessions and re-provide putting concession – discounted as</li> </ol>



	<p>loss of bowls amenity</p> <ol style="list-style-type: none"> <li>4. Reduced scale of repairs (roof and windows) – discounted as doesn't meet net zero priorities</li> <li>5. Demolition of part and refurbishment of the Clubhouse to provide new community club facilities and space for concessions viable scheme (the recommended scheme).</li> <li>6. Disposal to tenants or 3<sup>rd</sup> party - discounted</li> </ol>
<b>Consultation(s)</b>	<ol style="list-style-type: none"> <li>1. Planning – the proposal to redevelop or refurbish has been discussed at a high level with the planning team and conservation officer</li> <li>2. Several meetings have been held with senior Club members to discuss the options and they have seen the plans for refurbishment being Option 4 above.</li> <li>3. Local Members are aware of the proposals albeit at a high level.</li> <li>4. The pitch &amp; putt tenant has been advised of the proposed plans.</li> </ol>
<b>Recommendations</b>	<p>It is recommended to Cabinet to approve:</p> <ol style="list-style-type: none"> <li>1)The proposal (Option 4) to redevelop the club house to respond to significant building repair needs</li> <li>2) Additional capital budget of £350,000 to fund the project alongside the £50,000 of Capital for roof repairs previous allocated.</li> <li>3)That should there be any further negotiations to the lease terms, to delegate to the Assistant Director Finance Assets Legal, s151 officer, in consultation with the portfolio holder, the ability to amend the lease terms.</li> <li>4) The surplus area to be marketed and let to concession operators</li> </ol>
<b>Reasons for recommendations</b>	<p>This recommendation is being made as it provides the best return on the capital to be employed in responding to repairs and maintenance issues at the property and supports the Councils Corporate Plan objectives.</p>
<b>Background papers</b>	<p>None</p>

<b>Wards affected</b>	<p>Cromer Town; Cllr Adams, Cllr Boyle</p>
<b>Cabinet member(s)</b>	<ol style="list-style-type: none"> <li>1) Finance, Estates &amp; Property Services; Cllr Shires</li> <li>2) Community, Leisure &amp; Outreach; Cllr Withington</li> <li>3) Climate &amp; Net Zero; Cllr Varley</li> <li>4) Sustainable Growth; Cllr Heinrich</li> </ol>
<b>Contact Officer</b>	<p>Renata Garfoot, Estates &amp; Asset Manager  <a href="mailto:Renata.garfoot@north-norfolk.gov.uk">Renata.garfoot@north-norfolk.gov.uk</a></p>

<b>Links to key documents:</b>	
Corporate Plan:	The proposals are linked to the following Corporate Plan priorities; <ul style="list-style-type: none"> <li>• Boosting Business Sustainability and Growth</li> <li>• Financial Sustainability and Growth</li> <li>• Quality of life</li> <li>• Climate, Coast &amp; the Environment</li> </ul>
Medium Term Financial Strategy (MTFS)	These proposals are linked to the MTFS in that any income generated from this building would be an entirely new income source for the Council and any new lease could pass other ongoing costs to the tenant(s)/concession holders
Council Policies & Strategies	The proposals in this report are linked to the Asset Management Plan 2018 and fully support the policies in that plan. Net Zero Strategy and Action Plan.

<b>Corporate Governance:</b>	
Is this a key decision	Yes
Has the public interest test been applied	The Exempt Appendix provides information that is commercially and financially sensitive.
Details of any previous decision(s) on this matter	None

## 17. EXCLUSION OF PRESS AND PUBLIC

To pass the following resolution:

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

Agenda Item Number	Paragraph of Part 1 Schedule 12A
16	3

Information relating to the financial or business affairs of any particular

person (including the authority holding that information). The appended report contains commercially confidential information.

**18. PRIVATE BUSINESS**