

Cabinet



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Thursday 24th August 2023

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Monday, 4 September 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 - 10

To approve, as a correct record, the minutes of the meeting of the Cabinet held on 29 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.

There were no recommendations made to Cabinet at the meeting of the Overview & Scrutiny Committee on 12th July.

8. RECOMMENDATIONS FROM CABINET WORKING PARTIES

The following recommendations were made to Cabinet by the Planning Policy & Built Heritage Working Party:

Meeting of 10th July 2023:

Resolved to recommend to Cabinet:

Agenda Item 6 – Local Plan Update – Examination Process

That delegated authority be given to the Planning Policy Manager in consultation with the Planning Portfolio Holder and Chairman of the Planning Policy & Built Heritage Working Party to respond to the Inspectors questions prior to and during the Examination hearings.

Meeting of 7th August 2023:

Resolved to recommend to Cabinet:

Agenda Item 6: Holt Neighbourhood Plan

That having been subject to successful local referendum;

1a. The Holt Neighbourhood Plan be made (brought into force) as part of the statutory Development Plan for North Norfolk in accordance with section 38A(4) of the Planning and Compulsory Purchase Act 2004 (as amended) on the 25th August 2023;

1b. The issuing of the Decision Statement required under Regulation 19 of the Neighbourhood Planning (General) Regulations 2012 (as amended) in order to bring to the attention of the qualifying body, the people who live, work and or carry out business in the Neighbourhood Plan Area is delegated to the Assistant Director of Planning in conjunction with the Planning Policy Team Leader;

2. Acknowledge that the required consequential amendments to the adopted policies map and the required minor consequential changes to the referendum version of the neighbourhood plan through delegated powers to the Planning Policy Team Leader

Agenda Item 7: Horning Knackers Wood – updated Joint Position Statement

To authorise the Assistant Director of Planning (in consultation with the Planning Policy Team Leader) as signatory to the updated Joint Position Statement (JPS) and incorporation of any minor changes as a result of Environment Agency or other Local Planning Authority sign off process.

Agenda Item 8: Emerging Local Plan

That, as soon as reasonably practical, weight is given to the emerging Plan policies in line with para 48 of the NPPF as detailed in appendix 1 of the report to the committee.

Agenda Item 9: Adoption of Coastal Adaptation Supplementary Planning Document

1. That the Coastal Adaptation Supplementary Planning Document is adopted.
2. That the Planning Policy Manager, in consultation with the Portfolio Holder for Planning, is authorised to make any presentational or typographical amendments to the Coastal Adaptation Supplementary Planning Document prior to it being published.

Agenda Item 10: North Walsham Development Brief Public Consultation

That the draft version of the North Walsham West Development Brief be used as a basis for a period of public consultation.

9. DELEGATED DECISIONS

17 - 22

Executive Summary	This report details the decisions taken under delegated powers from March to August 2023.
Options considered	Not applicable – the recording and reporting of delegated decisions is a statutory requirement.
Consultation(s)	Consultation is not required as this report and accompanying appendix is for information only. No decision is required and the outcome cannot be changed as it is historic, factual information.
Recommendations	To receive and note the report and the register of decisions taken under delegated powers.
Reasons for recommendations	The Constitution: Chapter 6, Part 5, sections 5.1 and 5.2 details the exercise of any power or function of the Council where waiting until a meeting of Council or a committee would disadvantage the Council. The Constitution requires that any exercise of such powers should be reported to the next meeting of Council, Cabinet or working party (as appropriate) Section 2.1 sets out the requirements regarding the reporting of conditional delegated decisions.
Background papers	Signed delegated decision forms.

Wards affected	All
Cabinet member(s)	Leader, Cllr T Adams
Contact Officer	Emma Denny, Democratic Services Manager, emma.denny@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	N/A
Medium Term Financial Strategy (MTFS)	N/A – information report only
Council Policies & Strategies	N/A

Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	Yes – no exempt information is included.
Details of any previous decision(s) on this matter	Dates of any Cabinet decisions providing delegated authority are included in the attached appendix.

10. BUDGET MONITORING PERIOD 4 2023 – 2024

23 - 64

BUDGET MONITORING P4 2023/24	
Executive Summary	<p>This report summarises the budget monitoring position for the revenue account, capital programme and reserves statement to the end of July 2023.</p> <p>The overall position at the end of July 2023 shows a £3,905,574 underspend for the current financial year on the revenue account, this is however currently expected to deliver a full year overspend of £25,000.</p>
Options considered	Not applicable
Consultation(s)	Cabinet Member Section 151 officer Budget Managers
Recommendations	<p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"> 1) Note the contents of the report and the current budget monitoring position. <p>Recommend the following to Full Council:</p> <ol style="list-style-type: none"> 2) That a new capital budget of £0.050m is added to the capital programme to fund repair works to the Marrams Footpath, with funding coming from the Council's Capital Receipts. 3) That a new capital budget of £0.370m is added to the capital programme to demolish and rebuild the Public Conveniences at Albert Street, Holt with £0.120m to be funded from an insurance claim and £0.250m to be funded from the Council's Capital Receipts. 4) That a new capital budget of £1.040m is added to the capital programme in respect of the Local Authority Housing Fund.

	<p>5) That the current Provision of Temporary Accommodation Budget is increased by £0.178m to £0.983m for 2023/24 following receipt of the Local Authority Housing Fund grant.</p> <p>6) That a capital budget of £1.458m be added to the capital programme for the Rural England Prosperity Fund expenditure and £0.266m be added to the capital programme for the UK Shared Prosperity Fund expenditure as shown in paragraph 4.7 and note that this will be funded by external funding.</p> <p>7) That a capital budget of £14.610m be added to the capital programme as shown in paragraph 4.8 and note that the project will be funded by external funding.</p>
Reasons for recommendations	To update members on the current budget monitoring position for the Council.
Background papers	Finance system budget monitoring reports E:\Moderngov\Data\AgendaDocs\2\1\0\A00002012\\$\$Agenda.doc
Wards affected	All
Cabinet member(s)	Cllr Lucy Shires
Contact Officer	s151 Tina Stanley, Tina.stankley@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	Budgets set to support the Corporate Plan objectives.
Medium Term Financial Strategy (MTFS)	Budget process in line with MTFS
Council Policies & Strategies	Service Budgets set in line with the council policies and strategies,

Corporate Governance:	
Is this a key decision	no
Has the public interest test been applied	Not an exempt item
Details of any previous decision(s) on this matter	N/A

DEBT RECOVERY REPORT 2022-23	
Executive Summary	<p>This is an annual report detailing the council's collection performance and debt management arrangements for 2022/23</p> <p>The report includes a:</p> <ul style="list-style-type: none"> ▪ A summary of debts written off in each debt area showing the reasons for write-off and values. ▪ Collection performance for Council Tax and Non-Domestic Rates. ▪ Level of arrears outstanding ▪ Level of provision for bad and doubtful debts
Options considered	To leave the write off limits as they currently are allowing team leaders to write off up to £2k and the Revenues Manger up to £10k or to increase these to a higher figure.
Consultation(s)	Your report must include details of any internal or external consultation processes undertaken. If consultation has not been necessary – state, why
Recommendations	<p>This is a recommendation to Full Council.</p> <ol style="list-style-type: none"> 1. To approve the annual report giving details of the Council's write-offs in accordance with the Council's Debt Write-Off Policy and performance in relation to revenues collection. 2. To approve the suggested changes to the delegated authority as shown in appendix 2 for write offs.
Reasons for recommendations	Recommendations to approve the annual report giving details of the Council's write-offs in accordance with the Council's Debt Write-Off Policy and performance in relation to revenues collection and the suggested delegated authorisation changes to ensure the Council seeks best use of its staff resources and manages the finances to ensure best value for money.
Background papers	Corporate Debt Management and Recovery Policy Appendix 1, Debt Write Off Policy Appendix 2 and Enforcement Agent Code of Practice and Enforcement Agent Instructions Appendix 3.

Wards affected	All wards
Cabinet member(s)	Lucy Shires
Contact Officer	Sean Knight Revenues Manger Sean.Knight@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	List here which corporate plan priorities (if any) that your proposals are linked to
Medium Term Financial Strategy (MTFS)	Maximises Income of revenues.
Council Policies & Strategies	Corporate Debt Management and Recovery Policy and Debt Write Off Policy

Corporate Governance:	
Is this a key decision	Yes.
Has the public interest test been applied	Yes.
Details of any previous decision(s) on this matter	September 2022, 2021/22, Debt Report.

12. CROMER PHASE 2 AND MUNDESLEY COASTAL MANAGEMENT SCHEMES

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Executive Summary	<p>The detailed design for the Schemes is now completed, the consenting process and further funding is progressing. We are in the process of reviewing the Construction Phase Proposal.</p> <p>This report is to give an update on the Schemes as well as recommending next steps.</p>
Options considered	<p>Option 1 - Do not proceed: This option would cease all progression of work and inform funding bodies to reallocate funds to other priorities. The communities of Cromer and Mundesley would not benefit from the coastal protection afforded by the schemes. Such an option would not deliver the intent of the Shoreline Management Plan policies for these locations. Option Discounted.</p> <p>Option 2 - Seek protection measures further to the proposal: This option would seek to delay delivery in order to seek to raise further funds for additional protection measures. This could inadvertently lead to the loss of the government grant and damage to the localities in the intervening years of seeking to make further arrangements. Given the current economic environment, if we were to delay these schemes any further, the costs of supplies and materials will continue to increase requiring significantly more funding from the Environment Agency.</p>

	<p>Option Discounted.</p> <p>Option 3 - Continue with proposed scheme: This option would see the continuation of the scheme as proposed, seeking to maximise on protection to communities and assets. Funding for the proposed scheme is available now including some funding from the EA to cover inflation costs. Recommended Option.</p>
<p>Consultation(s)</p>	<p>In October 2018 both the Cromer Phase 2 and Mundesley Coastal Management Schemes went to Cabinet and were granted support for the schemes to go ahead:</p> <ul style="list-style-type: none"> - support the approach outlined in progressing the delivery of the Mundesley Coastal Management Scheme - endorse the approach outlined in progressing the delivery of the Cromer Coast Protection Scheme Phase 2. <p>In February 2022 both the schemes returned to Cabinet for the below approvals:</p> <ul style="list-style-type: none"> - Support the continued approach of the Mundesley and Cromer Phase 2 Coastal Management Schemes. - Support of the appointment of Mott MacDonald to complete detailed design and consenting via the Dynamic Purchasing System and additional scope identified to complete the supporting Environmental Impact Assessments. - Approve construction via the Local Authority SCAPE framework. - Approve the submission of applications for consents and licences - Delegate to Director of Place and Climate Change with Portfolio Holder consultation to approve quotations, tenders, funding applications, access agreements and contractual appointments/variations to allow for timely progression of the schemes. <p>A communication and publicity plan has been put in place for these schemes, which outlines the ongoing and future communications with stakeholders and communities.</p> <p>The communication plan includes all the following groups:</p> <ol style="list-style-type: none"> 1) Monthly officer working group meetings 2) Monthly Major Project Board meetings 3) Local Liaison Group meetings - key milestones 4) Town and Parish Council meetings - key milestones 5) Statutory Bodies and Public Consultation for Marine Management Organisation (MMO) and

	<p>Planning Licences – ongoing</p> <p>6) Public Drop-In sessions held (7th and 8th March 2023)</p> <p>7) Websites</p>
Recommendations	<p>It is recommended that Cabinet resolves to:</p> <ol style="list-style-type: none"> 1) Confirm its continued support for the approach being taken in the delivery of the Mundesley and Cromer Phase 2 Coastal Management Schemes; <p>And that Cabinet recommends to Council, that it</p> <ol style="list-style-type: none"> 2) Approves an increase to the value of the Cromer and Mundesley coastal protection schemes from the £14.1m secured (but only £6.476m within the approved Capital Programme) to £25m within the Capital Programme, subject to the additional £10.5m from the Environment Agency (EA) as per applications dated August 2023. 3) Delegates the authority to Director of Place and Climate Change, in consultation with the Coastal Portfolio Holder, to approve quotations, tenders, access agreements and contractual appointments/variations as the schemes move to the Construction phase. 4) Approves increases in the delegated financial authority for the Director of Place and Climate Change (up to £1 million), for the Assistant Director of Place and Climate Change (up to £500,000) and for the Project Manager (up to £100,000) for these two schemes only subject to the condition that there is agreement with the Coastal portfolio holder and the Finance and Assets portfolio holder and a signed delegation form completed. 5) If the full funding request for an additional £10.5m from the Environment Agency is not secured, agrees that the schemes are re-scoped to reflect the smaller scheme values.
Reasons for recommendations	<p>To enable continued and timely progression for the Mundesley and Cromer Phase 2 Coastal Management Schemes.</p> <p>An increase to the delegated financial authority is required as the payments made to contractors and suppliers will be of large value due to the size of the schemes. The increased authority levels will enable invoices to be paid promptly and in accordance with the contractual terms and conditions.</p> <p>Full Council need to approve all additions to the Capital Programme, in accordance with the Constitution. Whilst additional grant has been applied for from the EA, which if</p>

	<p>successful would bring the total value of the two schemes up to £25m, the Council may not be successful in securing the full amount of the additional funding now being sought. If this is the case then approval for the schemes to be re-scoped is sought in advance to reduce any delays in delivery of the two schemes.</p>
Background papers	<p>In order to write this report the following documents were used:</p> <ul style="list-style-type: none"> - Project Appraisal Report (PAR) for the Cromer Phase 2 Scheme - Outline Business Case (OBC) for the Mundesley Coastal Management Scheme - Cabinet Reports, 2013/14, 2018 and 2022 - Feasibility report from Balfour Beatty - Preconstruction Report from Balfour Beatty - The Communications Plan

Wards affected	Cromer and Mundesley
Cabinet member(s)	Cllr. Harry Blathwayt
Contact Officer	<p>Tamzen Pope, Coastal Engineering and Operations Manager, 01263516171, Tamzen.pope@north-norfolk.gov.uk</p> <p>Fiona Keenaghan, Assistant Coastal Engineer, 01263516272, Fiona.keenaghan@north-norfolk.gov.uk</p>

Links to key documents: Comms plan to be shared once updated	
Corporate Plan:	<p>The scheme will meet the following corporate objectives: Our greener future, our leading role in coastal adaptation.</p> <p>By reaching the above corporate objectives, the following should be achieved:</p> <ol style="list-style-type: none"> 1. A reduced risk of erosion along the Cromer frontage 2. Being able to maintain a suitable degree of protection against coastal erosion to the population and cliff-top properties and facilitate adaptation to the impacts of climate change 3. Being able to maintain a stable beach in front of the seawalls and a beach for as long as possible 4. Preservation of the amenity of the beach, including beach access 5. Being able to maintain the historic and visual character of the frontage

<p>Medium Term Financial Strategy (MTFS)</p>	<p>By undertaking the Schemes as soon as possible, the improved level of protection against coastal erosion should minimise the need to take any action and incur revenue expenditure over the medium term. So, whilst this will not result in revenue savings it will minimise the pressure on revenue budgets that might otherwise arise.</p>
<p>Council Policies & Strategies</p>	<p>These schemes contribute to the following Corporate Plan Objective:</p> <p>Protect and Transition our Coastal Environments</p> <ul style="list-style-type: none"> • Realising the opportunities of external funding to secure a sustainable future for our coastal communities through transition and adaptation responses. • Implementing the Cromer and Mundesley Coast Protection Schemes. • Continuing our programme of investment in coastal and resort infrastructure and amenities, building upon the progress made in recent years

<p>Corporate Governance:</p>	
<p>Is this a key decision</p>	<p>Yes / No</p>
<p>Has the public interest test been applied</p>	<p>n/a</p>

<p>Details of any previous decision(s) on this matter</p>	<p>Cabinet:</p> <p>February 2014:</p> <p>Budget for the Mundesley Scheme discussed and £307,000 contribution from NNDC towards the Scheme</p> <p>October 2018:</p> <ul style="list-style-type: none"> - support the approach outlined in progressing the delivery of the Mundesley Coastal Management Scheme - endorse the approach outlined in progressing the delivery of the Cromer Coast Protection Scheme Phase 2. <p>February 2022:</p> <ul style="list-style-type: none"> - Support the continued approach of the Mundesley and Cromer Phase 2 Coastal Management Schemes. - Support of the appointment of Mott MacDonald to complete detailed design and consenting via the Dynamic Purchasing System and additional scope identified to complete the supporting Environmental Impact Assessments. - Approve construction via the Local Authority SCAPE framework. - Approve the submission of applications for consents and licences - Delegate to Director of Place and Climate Change with Portfolio Holder consultation to approve quotations, tenders, funding applications, access agreements and contractual appointments/variations to allow for timely progression of the schemes.
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13. NORTH NORFOLK SUSTAINABLE COMMUNITIES FUND ANNUAL REPORT 2022-2023 107 - 116

<p>Executive Summary</p>	<p>The current focus of the North Norfolk Sustainable Communities Fund (NNSCF) is to support priorities in the Corporate Plan 2019 – 2023 in relation to Quality of Life, Climate, Coast and the Environment</p> <p>This report provides an overview of the NNSCF in the last financial year 2022/23.</p> <p>The new Corporate Plan 2023 – 2027 identifies Developing Our Communities as a priority. There is a stated commitment within this priority to continue to deliver the Sustainable Communities Fund focussing on community activities for all.</p>
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	In order to ensure that the NNSCF is aligned to the priorities and commitment in the new Corporate Plan a review of the focus and funding of the NNSCF is required.
Options considered	<p>The overview of the NNSCF for the financial period 2022 – 2023 is for information only.</p> <p>The Corporate Plan 2023 – 2027 commits to continue to deliver the NNSCF. A review of the NNSCF is needed to ensure it achieves this commitment. This will include the identification of finance to support the fund.</p> <p>A commitment has been made to continue the NNSCF. To ensure the fund is appropriately financed and is focussed on meeting the current and emerging needs of communities a review of the NNSCF is essential.</p> <p>Following a review of the NNSCF a further report will be submitted to Cabinet. This will identify a range of options which could include:</p> <ul style="list-style-type: none"> • Not continuing with the NNSCF • Changing the focus of the NNSCF • Reducing total NNSCF budget • Reducing maximum grant
Consultation(s)	Initial discussion with Assistant Directors Karen Hill and Rob Young.
Recommendations	<p>Cabinet to receive the report and note the contribution that the NNSCF makes on Council priorities in respect of Quality of Life and Climate, Coast and Environment.</p> <p>To approve a review of the NNSCF to ensure the achievement of the focus identified in the Corporate Plan 2023 – 2027.</p>
Reasons for recommendations	To ensure the NNSCF reflects the Developing Communities priorities in the Corporate Plan 2023 – 2027. To ensure the fund is appropriately financed and is focussed on meeting the current and emerging needs of communities
Background papers	N/A

Wards affected	All wards
Cabinet member(s)	Cllr. Tim Adams
Contact Officer	Sonia Shuter Early Help & Prevention Manager

Links to key documents:	
Corporate Plan:	Developing Communities
Medium Term Financial Strategy (MTFS)	Unknown until review is carried out.

Council Policies & Strategies	Corporate Plan 2023 - 2027
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Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	Exempt
Details of any previous decision(s) on this matter	Cabinet Report 2020 – Recommended renaming the fund from the Big Society Fund to the North Norfolk Sustainable Communities Fund. Refocussed to align with Corporate Plan Priorities 2019 – 2023.

14. CEDARS, NORTH WALSHAM - COMPLETION OF REFURBISHMENT UPDATE 117 - 124

Executive Summary	<p>The refurbishment of The Cedars building formed part of the Historic England North Walsham Heritage Action Zone programme and during the refurbishment phase marketing of the property was undertaken seeking lease proposals as outlined to Cabinet 03 October 2022.</p> <p>As refurbishment of The Cedars building is now complete, it is proposed to move forward with a mix of private and public sector lettings as detailed in the exempt Appendix. Officers will continue with the marketing of the remaining vacant space, through seeking to secure additional tenants.</p> <p>With The Cedars building refurbishment complete, a further review of the opportunities for other parts of the site continues and an options paper will be prepared once the outcome of Historic England’s Statutory List review, has been completed.</p>
Options considered	<ol style="list-style-type: none"> 1. Sale of the building – discounted due to grant conditions. 2. Lease of the whole building to a single occupier – no such interest received 3. Lease of individual rooms within The Cedars building to multiple occupiers – course of action being taken <p>A further paper outlining options for the balance of The Cedars site and adjoining land accessed from Hall Lane, to be prepared in due course following Historic England completing a review of the listing of The Cedars property.</p>

Consultation(s)	Consultation will be undertaken with respect to options for the balance of The Cedars site.
Recommendations	<p>It is recommended that Cabinet:-</p> <ol style="list-style-type: none"> 1. Notes the completion of the refurbishment works to The Cedars building as part of the North Walsham Heritage Action Zone programme. 2. Confirms the letting of rooms within The Cedars building as detailed in the exempt appendix, with authority delegated to the Asset Strategy Manager to complete the licence agreements, with details of tenants being made public once licences are complete. 3. Requests that the Asset Strategy Manager continues to advertise and seek tenants for the remaining space within the building with delegated authority to agree tenants in consultation with the finance and assets portfolio holder. 4. Receives a further report detailing options for the balance of The Cedars site and adjoining land off Hall Lane to the north once the outcome of the Historic England Statutory List review is known.
Reasons for recommendations	To advise Members of the completion of refurbishment works to The Cedars building as part of the North Walsham Heritage Action Zone Programme and in the sound management of the Council's property portfolio.
Background papers	Exempt Appendix

Wards affected	North Walsham Market Cross
Cabinet member(s)	Cllr L Shires, Cllr P Heinrich
Contact Officer	Renata Garfoot, Asset Strategy Manager. Renata.Garfoot@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	<p>Our greener future</p> <p>Investing in our local economy and infrastructure</p> <p>A strong responsible and accountable Council</p>

Medium Term Financial Strategy (MTFS)	The letting of the property will generate rental income that will support the Council in delivery of services to the community. Additional income budgets and expenditure budgets to cover the repairs and maintenance of the property will need to be included in the MTFS going forwards.
Council Policies & Strategies	Asset Management Plan 2018 - 2022

Corporate Governance:	
Is this a key decision	No

15 ROCKET HOUSE BUILDING, CROMER - REPAIRS, MAINTENANCE AND ENERGY IMPROVEMENT WORKS 125 - 132

Rocket House Building, Cromer - repairs, maintenance and energy improvement works	
Executive Summary	<p>The Rocket House building is a multi-let property with community facilities on Cromer East Promenade that now requires substantial repairs, maintenance and energy improvement works to ensure a sustainable future for the building.</p> <p>Officers have considered a range of options seeking to provide best value to the Council and to continue providing accommodation to the existing tenants, along with retention of the public toilets and lift.</p> <p>This public report places in the public domain the likely need for further investment in this building, but due to issues of commercial sensitivity relating to tenant leases, and the need to procure a programme of works in the building, much of the detail is included in an exempt appendix.</p>
Options considered	As listed in the exempt Appendix A
Consultation(s)	Coastal Team, Property Services/Car Parks, Eastlaw, Climate & Environmental Policy
Recommendations	<p>That Cabinet</p> <ol style="list-style-type: none"> 1. Considers the options detailed in the exempt appendix A and advises officers as to which is the preferred option, or priority of options and 2. Requests a further report to be presented in due course on the preferred option or options.

Reasons for recommendations	To respond to the need for essential repairs, maintenance and energy improvement works to the building.
Background papers	Background papers are exempt: Exempt Appendix

Wards affected	Cromer Town and Suffield Park
Cabinet member(s)	Cllr L Shires, Cllr H Blathwayt, Cllr A Varley, Cllr L Withington
Contact Officer	Renata Garfoot, Asset Strategy Manager Renata.garfoot@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	Our greener future Developing our communities Investing in our local economy and infrastructure A strong responsible and accountable Council
Medium Term Financial Strategy (MTFS)	A capital budget of £1,000,000 has been allocated as part of the annual budget setting process to address the maintenance issues of this asset.
Council Policies & Strategies	Asset Management Plan 2018 - 22

Corporate Governance:	
Is this a key decision	Yes

Has the public interest test been applied	<p>Exempt information – commercially sensitive data.</p> <p>This report and appendices are to be treated as exempt for the following reason:</p> <p>Information in this report and appendices involves the likely disclosure of exempt information as defined in paragraph 3, Part 1 of schedule 12A (as amended) to the Local Government Act 1972.</p> <p>These paragraphs relate to:</p> <p style="padding-left: 40px;">3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p> <p>The public interest in maintaining the exemption outweighs the public interest in disclosure for the following reasons:</p> <p>Paragraphs 3 The documents contain information relating to the business affairs of third parties and of the Council, and it is considered that those interests in withholding the information outweigh the public interest in disclosure.</p>
Details of any previous decision(s) on this matter	None

16. EXCLUSION OF PRESS AND PUBLIC

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To pass the following resolution:

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

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

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

17. PRIVATE BUSINESS