

Cabinet



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Friday, 22 September 2023

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Monday, 2 October 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 04 September 2023.

Please note that there is an exempt minute for Agenda item 15 – Rocket House, Cromer, which is not included in the public agenda pack.

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. RECOMMENDATIONS FROM CABINET WORKING PARTIES

The following recommendations were made at the meeting of Planning Policy & Built Heritage Working Party meeting held on 11th September:

To recommend to Cabinet that:

1. The responses received to the first round of public consultation on the Glaven Valley Conservation Area Appraisal are noted, and the subsequent revisions made to the text and boundary are endorsed;
2. Another round of public consultation is undertaken on the revised appraisal document as laid out in the report, the results of which will be brought back to Working Party in due course.

Executive Summary	The Managing Performance Report attached, as Appendix A, enables the Council to assess delivery against objectives detailed in the Corporate Plan Delivery Plan 2019-2023 and operational service performance for the first quarter of the 2023/24 civic year – i.e. 1 st April – 30 th June 2023.
Options considered	Options considering action regarding performance are presented separately, issue by issue, to the appropriate Council Committee where committee approval is required.
Consultation(s)	The Section 151 officer and the Monitoring Officer reviewed this report prior to it being presented to Overview and Scrutiny Committee on 13 September 2023.
Recommendations	That Cabinet resolves to note this report, address any recommendations from Overview and Scrutiny committee and endorse the actions being taken by Corporate Leadership Team detailed in Appendix A – Managing Performance.
Reasons for recommendations	To ensure the objectives of the Council are achieved and service performance monitored, reviewed and as necessary improved.
Background papers	The 2019 – 2023 Corporate Plan and In-Phase performance management system

Wards affected	All
Cabinet member(s)	Cllr Tim Adams
Contact Officer	Steve Blatch, Chief Executive Email:- steve.blatch@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	The large part of this report is concerned with ensuring the objectives within the Corporate Plan 2019-23 are achieved.
Medium Term Financial Strategy (MTFS)	Achieving the objectives in the Corporate Plan 2019-23 and delivering services effectively and efficiently is a part of ensuring the MTFS is achieved.
Council Policies & Strategies	Corporate Plan 2019 – 23

Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	Not applicable. Item not exempt.
Details of any previous decision(s) on this matter	Not applicable. Quarterly performance management report presented throughout the life of the Corporate Plan 2019-23.

10. ROUND 2 - LOCAL AUTHORITY HOUSING FUND (LAHF)

53 - 62

Executive Summary	<p>NNDC has been offered government grant through Round 2 of the Local Authority Housing Fund (LAHF) to acquire four homes to meet housing need.</p> <p>Three homes are to be initially used to meet the needs of resettled Afghan households and one is to provide Temporary Accommodation (TA) for homeless households.</p> <p>The grant available can cover up to 40% of the capital cost of homes with a further £20k per home for associated costs. This report considers options for delivering these four homes and the associated costs and implications.</p>
Options considered	<p>a) NNDC takes up the offer of Round 2 LAHF and delivers four homes – match funding the grant largely using existing Capital funding earmarked for Temporary Accommodation</p> <p>b) NNDC takes up the offer of Round 2 LAHF and works with a partner Registered Provider to deliver four homes</p> <p>c) NNDC takes up the offer of Round 2 LAHF and delivers four homes – match funding from borrowing</p> <p>d) NNDC does not take up the offer of Round 2 LAHF</p>
Consultation(s)	<p>Portfolio Holder for Housing & People Services Assistant Director People Services Housing Options Manager Estates and Asset Strategy Manager Flagship Housing Group – Head of Development</p>
Recommendations	<ol style="list-style-type: none"> 1. NNDC accept the Round 2 LAHF grant 2. Officers seek to work with Flagship to acquire three of the four homes, and officers seek to identify one LAHF home to acquire for use as TA to be match funded from our existing TA budget 3. In the likely event that Flagship are unable to find three homes to purchase, that officers seek to identify up to four homes to acquire to be match funded using the existing TA budget and HPG

	<p>funding</p> <p>4. Cabinet give delegated authority to the Section 151 Officer / other member of Corporate Leadership Team, in consultation with the Portfolio Holder for Housing and Peoples Services, to agree the specific purchase of up to four properties (within the identified budget limits).</p>
Reasons for recommendations	To seek approval for the Council to accept the LAHF grant and agree the delivery option recommended
Background papers	<p>Cabinet March 2023 – LAHF Round 1 Opportunity</p> <p>Cabinet June 2023 - Purchase of Temporary Accommodation Unit</p> <p>Cabinet June 2023 – Outturn Budget report 2022/23</p> <p>Cabinet November 2022 - Purchase of Temporary Accommodation Unit</p>

Wards affected	District-wide (potentially)
Cabinet member(s)	Councillor Wendy Fredericks - Portfolio Holder for Housing & Peoples Services
Contact Officer	Nicky Debbage / Graham Connolly, Housing Strategy & Delivery Manager, nicky.debbage@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	Meeting Our Local Housing Need
Medium Term Financial Strategy (MTFS)	One of the four homes will be used immediately for Temporary Accommodation for homeless households delivering savings compared to the cost of alternatives such as bed and breakfast. The remaining three homes can be used as Temporary Accommodation in the longer-term.
Council Policies & Strategies	Housing Strategy 2021 – 2025

Corporate Governance:	
Is this a key decision	Y
Has the public interest test been applied	NA
Details of any previous decision(s) on this matter	NA

11. PROPOSED 2023/24 SECTION 106 COMMUTED SUMS GRANTS TO SUPPORT DELIVERY OF AFFORDABLE HOMES 63 - 72

Executive Summary	<p>Cabinet in February 2021 agreed to the establishment of an annual budget in the Capital Programme to provide grants, using section 106 capital receipts held by the council, to support Registered Providers to deliver new affordable homes.</p> <p>A budget of £500k in 2021/22 and £300k per annum 2022/23 - 2024/25 was established. No grants have yet been paid so this budget has been carried forward.</p> <p>This report now details the programme of grants for 2023/24 and seeks support to provide s106 grant totalling £1,186,000, which will provide 71 affordable homes (an average of less than £17k grant funding per home).</p>
Options considered	<p>The housing section 106 monies held can only be used to fund delivery of affordable homes.</p> <p>The option of retaining the monies for alternative future affordable housing schemes is rejected as this runs the risk of some of the current proposed affordable housing schemes not going ahead.</p> <p>Additionally, as some section 106 receipts have a time limit on their use, not using them risks needing to repay them.</p>
Consultation(s)	<p>Portfolio Holder for Housing and Peoples Services Finance team S106 Officer</p>
Recommendations	<p>That Cabinet support the granting of £1,186,000 of existing s106 housing monies in 2023/24 to support Registered Providers deliver new affordable housing schemes as detailed in the report.</p>
Reasons for recommendations	<p>To provide support for £1,186,000 grant funding to help deliver affordable homes</p>
Background papers	<p>Cabinet February 2021 - Use of s106 Commuted Sums to support delivery of affordable homes in North Norfolk Cabinet March 2022 - Proposed 2022/23 programme of Section106 Commuted Sums to support delivery of affordable homes in North Norfolk</p>
Wards affected	<p>Holt, Stibbard, Coastal, Priory, Bacton, Suffield Park</p>
Cabinet member(s)	<p>Cllr Wendy Fredericks, Portfolio Holder Housing & Peoples Services</p>
Contact Officer	<p>Nicky Debbage, Housing Strategy & Delivery Manager, nicky.debbage@north-norfolk.gov.uk</p>

Links to key documents:	
Corporate Plan:	Meeting our Local Housing Need – specifically: <ul style="list-style-type: none"> - Supporting the delivery of more affordable housing, utilising partnership and external funding wherever possible. - Working with partners to deliver more rural exception sites
Medium Term Financial Strategy (MTFS)	NA
Council Policies & Strategies	Housing Strategy 2021-25

Corporate Governance:	
Is this a key decision	Yes
Has the public interest test been applied	NA
Details of any previous decision(s) on this matter	NA

12. AGE FRIENDLY COMMUNITIES

73 – 80

Executive Summary	<p>According to the latest Office for National Statistics (ONS) census data, North Norfolk is the local authority area with the highest average age in England and Wales. With a median age of 54, the average age of people living in North Norfolk is 14 years higher than the national average (40 years old).</p> <p>An Age-Friendly Community is a place that enables people to age well and live a good later life. Somewhere that people can stay living in their homes, participate in the activities they value, and contribute to their communities, for as long as possible.</p> <p>Alignment with the UK network for Age Friendly Communities and the World Health Organisation (WHO) Global Network of Age Friendly Cities and Communities will support the delivery of work by both NNDC and the North Norfolk Health and Wellbeing Partnership (NNHWP) in developing a culture of Age Friendly Communities across the district through sustainable projects and schemes.</p> <p>This alignment requires the political buy in of the Council</p>
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	<p>and to align with the World Health Organisation (WHO) Global Network of Age Friendly Cities and Communities there needs to be written confirmation of political support from the leader of the Council.</p>
<p>Options considered</p>	<ul style="list-style-type: none"> • To commit to the development of Age Friendly Communities and align with the UK and global networks of age friendly (cities and) communities. <p>This is the recommended option, as it would confirm commitment to supporting our demographic, which is the oldest population in the UK. It will also allow for access to peer support from other Age Friendly Communities nationally and globally, and to access resources which may not be available without the affiliations.</p> <p>Age Friendly Communities and the work surrounding it already has the endorsement and support of the NNHWP and its Older Persons Working Group. In committing to this alignment it may open up opportunities to access funding for this work.</p> <ul style="list-style-type: none"> • To not align with age friendly communities networks, and not commit to the development of age friendly communities and associated projects. <p>This option is not recommended as it would restrict the work of the NNHWP and its working groups in relation to Older People. Political buy-in is required to make the alignments as without it, any work completed would stand alone and be detached from national and global collaborations and there would be restricted access to support and potential resources including funding.</p>
<p>Consultation(s)</p>	<p>Consultation has been held with the NNHWP and its Older people working group, including public health.</p> <p>The NNHWP, of which NNDC are the lead organisation, released a strategy and action plan for 2023 to 2026. The strategy was devised in consultation with partners from across statutory and voluntary organisations and charities, and three priority areas were addressed at individual workshops, which included input from wider stakeholders.</p> <p>Older people were identified as a priority area and, in response, a number of actions were identified to support work in this area.</p> <p>The first of these actions was the adoption of Age Friendly Communities and alignment with the UK and global networks for age friendly communities.</p> <p>At the inaugural meeting of the NNHWP Older Peoples Working Group, it was agreed unanimously to support this</p>

	action and to request the political buy-in required to make these alignments.
Recommendations	<p>Cabinet to receive the report and to formally confirm</p> <ul style="list-style-type: none"> • Political commitment and support for the development of Age Friendly Communities in North Norfolk. • Alignment with UK network of Age Friendly Communities (Centre for better ageing). • Alignment with the WHO Global for Age Friendly Cities and Communities, which should be evidenced by written confirmation of the political support from the leader of the Council.
Reasons for recommendations	<p>Political support and endorsement is required to enable alignment with and access to networks which will provide guidance, resources and peer support to progress the achievement of Age Friendly Communities in North Norfolk.</p> <p>With the current older demographic of the district and predicted increase of older residents in North Norfolk aligning with Age Friendly Communities will assist in developing a culture of supporting older residents and visitors to live and enjoy healthy and active later lives.</p> <p>In turn, this will support other services and systems within the district, including those provided by NNDC and health services, by reducing admissions to hospital and use of resources which are better provided elsewhere, increasing community and individual resilience, helping maintain independence and improving wellbeing.</p> <p>The NNWHP have identified the development of Age Friendly Communities as an action within their 2023-2026 strategy and action plan. The Partnership's Older People Working group have agreed to support taking this task forward, alongside the work of NNDC and other partners, and support the request for political buy-in.</p>
Background papers	<ul style="list-style-type: none"> • North Norfolk Health and Wellbeing Partnership Strategy 2023-2026 • Centre for Better Ageing – becoming an Age Friendly Community • WHO - The Global Network for Age-friendly Cities and Communities • Centre for Better Ageing – The State of Ageing 2022

Wards affected	All wards
Cabinet member(s)	Cllr Liz Withington & Cllr Wendy Fredericks
Contact Officer	Lucy Cubitt, Service Development Officer (Early Help and prevention), 01263 516233 lucy.cubitt@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	<p>Developing our communities:</p> <p>Engaged and supported individuals and communities</p> <p>Increase accessibility and inclusion for all</p> <p>Promote culture, leisure and sports activities</p> <p>Promote health wellbeing and independence for all</p>
Medium Term Financial Strategy (MTFS)	No
Council Policies & Strategies	<p>Corporate Plan 2023-2027</p> <p>Quality of Life 2022-2024</p> <p>Community Engagement Strategy 2022-2024</p> <p>North Norfolk Health and Wellbeing Partnership Strategy 2023-2026</p>

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

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

14. PRIVATE BUSINESS