

# Cabinet



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Friday, 5 April 2024

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Monday, 15 April 2024 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. It will not always be possible to accommodate requests after that time. This is to allow time for the Committee Chair to rearrange the order of items on the agenda for the convenience of members of the public. 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).

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. Please note that this meeting is live-streamed: [youtube.com/@nndcedemocracy/streams](https://youtube.com/@nndcedemocracy/streams)

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

**To:** Cllr W Fredericks, Cllr L Shires, Cllr T Adams, Cllr A Brown, Cllr H Blathwayt, Cllr C Ringer, Cllr J Toye, 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 - 6

To approve, as a correct record, the minutes of the meeting of the Cabinet held on 11 March 2024.

**3. PUBLIC QUESTIONS AND STATEMENTS**

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

**4. DECLARATIONS OF INTEREST**

7 - 12

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**

The Overview & Scrutiny Committee made the following recommendation to Cabinet at the meeting held on 20<sup>th</sup> March 2024:

Agenda Item 12: Progress Report on Net Zero:

**(C) all reports to the Council's decision-making bodies should include a section on net zero impact so that a change in the carbon footprint is highlighted and explained.**

**8. HOUSING STRATEGY - UPDATED ACTION PLAN**

13 - 32

Executive Summary	This report sets out a review of the Council's existing Housing Strategy (2022-2026) including an evaluation of progress against the existing aims and action plan; and proposes an updated action plan for the period 2024 - 2027
Options considered	A range of interventions were considered as part of the development of the current Housing Strategy. These have shaped the proposed updated action plan
Consultation(s)	Portfolio Holder for Housing and Peoples' Services Officers identified in the action plan in Appendix B

Recommendations	It is recommended that Cabinet agree the proposed new Housing Strategy actions set out in Appendix B of this report
Reasons for recommendations	To ensure the Council's Housing Strategy continues to provide a framework for delivery of the Corporate Plan aim "Meeting our housing need".
Background papers	None

Wards affected	Districtwide
Cabinet member(s)	Cllr Fredericks, Portfolio Holder for Housing and Peoples' Services
Contact Officer	Nicky Debbage / Graham Connolly, Housing Strategy & Delivery Manager, <a href="mailto:nicky.debbage@north-norfolk.gov.uk">nicky.debbage@north-norfolk.gov.uk</a> / <a href="mailto:graham.connolly@north-norfolk.gov.uk">graham.connolly@north-norfolk.gov.uk</a>

## 9. HOUSING ALLOCATIONS SCHEME 2024

33 – 100

<b>Executive Summary</b>	<p>NNDC is responsible for assessing and addressing housing need in the District. The Council's Allocation Schemes sets out the rules, criteria and procedures that determine how we allocate affordable homes to households in North Norfolk.</p> <p>The current Allocations scheme has broadly been in place for over 14 years and now requires review to ensure that it is fit for purpose and that there is a consistent and fair approach for our Registered Provider (RP) partners to letting homes to meet the greatest housing needs.</p> <p>Following consultation with partner RPs and feedback from customers, a proposed new Allocations Scheme has been produced.</p> <p>The proposed new Allocations Scheme will require statutory consultation before any changes could be implemented</p>
<b>Options considered</b>	The Allocations Scheme is a statutory policy of the Council which must be relevant and effective, not providing an up to date Allocations Scheme in line with current legislation is not an option
<b>Consultation(s)</b>	RP partners Customers of "Your Choice Your Home" Staff across housing / housing related teams
<b>Recommendations</b>	<p>It is recommended that Cabinet:</p> <ul style="list-style-type: none"> <li>- Support the proposed allocations scheme summarised in this report and attached as Appendix A</li> <li>- Agree that NNDC undertake statutory consultation with key stakeholders</li> <li>- Agree that, following consultation, a further report be bought back to Cabinet for consideration ahead of formal adoption of the Allocation Scheme</li> <li>-</li> </ul>

<b>Reasons for recommendations</b>	To ensure the Council has an effective Allocations Scheme in place – a statutory policy of the Council
<b>Background papers</b>	None

<b>Wards affected</b>	Districtwide
<b>Cabinet member(s)</b>	Cllr Fredericks, Portfolio Holder for Housing and Peoples' Services
<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>

## 10. CABELL PARK - FURTHER UPDATE

101 - 106

<b>Executive Summary</b>	<p>Cabbell Park is situated on Mill Road in Cromer and was previously the home of Cromer Town Football Club.</p> <p>Ownership of Cabbell Park was taken on by NNDC in 2015, with a section at the front of the site sold to make way for a new medical practice. The capital sum from this sale (approx. £360k) is held for the purpose of providing/improving football facilities in the town.</p> <p>Cromer Youth Football Club (CYFC) have for many years been seeking a home for their club. Since the late 80s they have been playing matches at various satellite sites across the district, including Fearn's Field, Northrepps, Southrepps, Bodham, East Runton and more.</p> <p>A project is currently underway to build a 3G football facility on the adjacent Academy/Sports Centre site, for which the youth football club are a partner club.</p> <p>It is proposed that Cabbell Park could become the home of CYFC. This report provides further information regarding potential costs for such a project</p>
<b>Options considered</b>	<ol style="list-style-type: none"> <li>1. The necessary improvements are made, and additional facilities added, to Cabbell Park to enable CYFC to lease the ground and have a home for all of their football operations.</li> <li>2. Do not follow option one and investigate further options for the site.</li> </ol>
<b>Consultation(s)</b>	This proposal has been loosely discussed with CYFC, Norfolk FA, NNDC Estates Team, The Local Member and senior officers prior to the report being brought forward.
<b>Recommendations</b>	That cabinet instruct officers to deliver this project as outlined in this report, providing the necessary improvements and provision of additional facilities to Cabbell Park to enable Cromer Youth Football Club to

	lease the ground and have a home for all of their football operations.
<b>Reasons for recommendations</b>	This is the first time in 30 years that a tangible option exists to provide a home for CYFC, a solution which will also maximise the use of Cabbell Park. A permanent home in Cromer for the club would enable them to grow and secure football in the town for a number of years to come. Football clubs for many are the heart of the community and this is an opportunity to bring this back to the town.
<b>Background papers</b>	NA

<b>Wards affected</b>	Cromer Town & Suffield Park
<b>Cabinet member(s)</b>	Cllr Liz Withington
<b>Contact Officer</b>	Colin Brown, Leisure and Locality Services Manager

#### 11. ROCKET HOUSE, CROMER

107 - 114

<b>Executive Summary</b>	<p>The Rocket House building is a multi-let property with community facilities on Cromer East Promenade that requires substantial repairs, maintenance and energy improvement works to ensure a sustainable future for the building.</p> <p>Following the previous report to Cabinet on 4<sup>th</sup> September 2023, detailing options available, a visit to the property and technical briefing was made available for members.</p> <p>To gain further clarity over the damp issues, at the 8<sup>th</sup> January 2024 Cabinet meeting it was agreed to commission further additional investigation into the fabric of the building to identify the cause of damp, establish remedial options and budget costings. This investigation has since been completed and officers seek approval to use the existing capital budget and move forward with repairing the building.</p>
<b>Options considered</b>	Options have been previously considered in the 4 <sup>th</sup> September 2023 Cabinet report. All options in that report remain open following the investigations into the building condition.
<b>Consultation(s)</b>	Local Members
<b>Recommendations</b>	<p>That Cabinet:</p> <p>1.1 Delegate to and the Asset Strategy Manager (Estates), in consultation with the s.151 officer, the existing allocated capital budget to action remedial works as soon feasibly possible to the property, as</p>

	<p>outlined in the Intrusive Inspection and Damp Investigation Report, subject to the vacation of the tenant (RNLI).</p> <p>1.2 Delegate to and the Asset Strategy Manager (Estates), in consultation with the s.151 officer, to utilise any remaining capital budget to undertake energy improvement works to the property in order to increase the energy performance rating to the required standard for leasing.</p> <p>1.3 Delegates authority to the Asset Strategy Manager to commence negotiation of terms for a new lease, with the existing RNLI tenant, with a further report back to Cabinet in accordance with governance procedures.</p>
<b>Reasons for recommendations</b>	To address the ongoing issues with damp in the building and increase the energy performance of the building for leasing.
<b>Background papers</b>	Cabinet reports September 2023 and January 2024

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

## 12. SHERINGHAM - ENABLING LAND

115 - 120

<b>Executive Summary</b>	An area of land (“the enabling land”) adjacent to the Reef Leisure Centre had been marketed with offers received and with Cabinet supporting one particular option on 2 March 2020. The proposed purchaser has obtained planning consent for a 37 room apart-hotel. It is now requested there be an extension to the legal agreement to provide time to satisfy the relevant purchase condition in the agreement.
<b>Options considered</b>	Alternative options have been considered and can be found in exempt appendix B and C.
<b>Consultation(s)</b>	PFH for Finance and Assets
<b>Recommendations</b>	<p>It is recommended that Cabinet resolve:</p> <ul style="list-style-type: none"> <li>To grant a 4 month extension to the legal agreement to enable the purchaser sufficient time to satisfy the remaining offer condition.</li> </ul>

	<ul style="list-style-type: none"> <li>To monitor the progress of the party to ensure they satisfy the remaining offer condition, to be delegated to the Asset Strategy Manager, in consultation with the Portfolio Holder for Assets.</li> <li>To explore the previous offers submitted for this site, in parallel to the extension.</li> </ul>
<b>Reasons for recommendations</b>	To ensure the sound management of the Council's land holding and assets.
<b>Background papers</b>	Cabinet paper Sheringham Enabling Land 2 <sup>nd</sup> March 2020

<b>Wards affected</b>	Sheringham
<b>Cabinet member(s)</b>	Cllr, L Shires
<b>Contact Officer</b>	Renata Garfoot. Asset Strategy Manager. Renata.Garfoot@North-Norfolk.gov.uk

### 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 paragraph 3 of Part I of Schedule 12A (as amended) to the Act."

Information in this appendix (Agenda Item 12) 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.

This paragraph relates to:

Para 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)

The public interest in maintaining the exemption outweighs the public interest in disclosure for the following reasons:

The information is commercially sensitive, relating to commercial options being considered by the authority. Releasing this information would be likely to have a prejudicial impact upon third parties as well as the Council in obtaining best value.

### 14. PRIVATE BUSINESS