

Cabinet – Monday, 2 December 2024 Decision List

Notes:

All decisions in this Decision List which are not identified as RECOMMENDATIONS to Council are capable of being "called-in" under Section 8 of Chapter 4, Part 3 of the Constitution. If not called-in, they will take effect on the expiry of 5 clear working days after the publication of this decision list.

For the avoidance of doubt, the deadline for a call-in request for this decision list will be 11th December 2024

The officer listed as taking action will generally be the author of the original report unless otherwise notified to the Democratic Services Team.

ACTION BY

6 - Recommendations from Overview & Scrutiny Committee

RECOMMENDATIONS FROM OVERVIEW & SCRUTINY COMMITTEE

Visitor Information Centre

The Overview and Scrutiny Committee recommended that Cabinet consider:

- The building being made available for an alternative income generating use.
- What provision can be made to continue a tourist information service – be that through an enhanced online presence, electronic information boards or physical leaflet stands at prominent locations within Cromer such as the Pier and other visitor attractions.
- Relocation of the current Deep History Coast display housed within the North Norfolk Visitor Centre to a suitable alternative location, possibly Cromer Museum.

MTFS

The Overview and Scrutiny Committee confirmed support for the proposed steps to close the gaps within the MTFS.

It also made the following recommendations to Cabinet:

1. To take a twin track approach to savings, looking not only at those

that can be achieved within 2025/26 but also those with a longer lead in time to ensure savings are progressed into 2026/27 and beyond.

2. The awaited Workforce strategy be used to help understand staff costs arising from use of part time and hybrid working and agency staff cover to explore scope for greater efficiency savings.
3. A Workshop be arranged to understand options around statutory and non-statutory service provisions and to explore and evaluate options for beneficial changes. Action Cllr Shires.

Budget Monitoring

O&S noted the contents of the report and the current forecast year end position and recommended that:

1. Officers to work to further reduce the overall projected General Fund deficit for 2024/25
2. In respect of item 7 below, the Estates Team to explore the most cost-effective materials options (in addition to rethatching) for the re-roof of the Collectors Cabin with competitive quotes and that the budget for the work should be up to £30,000.

The Overview and Scrutiny Committee supports Cabinet seeking approval from Full Council in respect of the following:

3. to include an addition to the revenue budget of £13,000 for an addition to existing Exacom software as laid out in paragraph 4.8.1
4. to include a permanent increase to the revenue budget of £34,000 for an additional member of staff in the Licensing Team as detailed in paragraphs 4.8.2 to 4.8.5. This will be funded from the ring-fenced licencing income.
5. to include an additional capital budget of £22,000 to complete the Cromer Offices LED lighting project. This is to be funded from the Net Zero Initiatives reserve as detailed in paragraph 5.4.2
6. to include an additional capital budget of £5,600 to pay the retention sum for the Crinkle Crankle Wall and that this is funded from the Major Projects Reserve as detailed in paragraph 5.4.3
7. to include an additional capital budget of £30,000 to rethatch the Collector's Cabin roof and that this is to be funded from the Asset Management reserve as detailed in paragraph 5.4.4

- 8. to include an additional capital budget of £23,400 to develop the customer services C3 software and is to be funded from the Development Plan reserve. as detailed in paragraph 5.4

7 - Recommendations from Planning Policy & Built Heritage Working Party

RECOMMENDATIONS FROM PLANNING POLICY & BUILT HERITAGE WORKING PARTY

Norfolk Green Infrastructure and Recreational Impact Avoidance and Mitigation Strategy

- I. The Action Plan and Governance arrangements are endorsed, subject to caveats, with additional requests made to the Norfolk Strategic Framework that other stakeholders (such as Norfolk County Council) and those that have wider environmental interests across the County are actively engaged with and, where appropriate, invited to attend board meetings. Final Wording to be delegated to the Acting Planning Policy Manager in consultation with the Planning Portfolio Holder and Chairman of Planning Policy & Built Heritage Working Party.
- II. Nominate appropriate Member to sit on the GIRAMS board. The Working Party endorsed Cllr Victoria Holliday as its preferred nominee.

Planning In Health Protocol

- I. The revised Planning for Health Protocol be used when preparing Local Plans and determining planning applications.

8 - Hickling Public Toilet Lease Surrender

HICKLING PUBLIC TOILET LEASE SURRENDER

<p>Cabinet approved:</p> <ul style="list-style-type: none"> • To surrender the Council’s lease of the public toilet at Hickling Staithe • Delegated authority to the Asset Strategy Manager to agree terms and associated costs relating to the lease surrender. 	
<p><u>9 - Housing Allocations Scheme Proposals 2024</u></p> <p>Housing Allocations Scheme proposals 2024</p> <p>Cabinet:</p> <ul style="list-style-type: none"> • Agreed the proposed allocations scheme summarised in this report and attached as Appendix A • Gave delegated authority to officers, in consultation with the Portfolio Holder for Housing & Peoples’ Services, for the implementation of the revised allocation scheme over the next 18-months within allocated service budgets. 	
<p><u>10 - Delegated Decisions (September to December 2024)</u></p> <p>Delegated Decisions (September to December 2024)</p> <p>Cabinet received and noted the report and the register of decisions taken under delegated powers.</p>	
<p><u>11 - Visitor Information Service</u></p> <p>Visitor Information Centre</p> <p>This item was deferred to the Cabinet meeting on Monday 20 January 2025</p>	
<p><u>12 - Budget Monitoring P6 2024/2025</u></p> <p>BUDGET MONITORING P6 2024/25</p> <p>Cabinet:</p> <ol style="list-style-type: none"> 1. Noted the contents of the report and the current forecast year end position. 2. Noted that officers will work together to take action to reduce the overall projected 	

General Fund deficit for 2024/25.

Cabinet seek approval from full Council:

3. to include an addition to the revenue budget of £13,000 for an addition to existing Exacom software as laid out in paragraph 4.8.1
4. to include a permanent increase to the revenue budget of £34,000 for an additional member of staff in the Licensing Team as detailed in paragraphs 4.8.2 to 4.8.5. This will be funded from the ring-fenced licencing income.
5. to include an additional capital budget of £22,000 to complete the Cromer Offices LED lighting project. This is to be funded from the Net Zero Initiatives reserve as detailed in paragraph 5.4.2
6. to include an additional capital budget of £5,600 to pay the retention sum for the Crinkle Crankle Wall and that this is funded from the Major Projects Reserve as detailed in paragraph 5.4.3
7. to include an additional capital budget of £30,000 to rethatch the Collector's Cabin roof and that this is to be funded from the Asset Management reserve as detailed in paragraph 5.4.4
8. to include an additional capital budget of £23,400 to develop the customer services C3 software and is to be funded from the Development Plan reserve. as detailed in paragraph 5.4.5

13 - Medium Term Financial Strategy 2025-2029

MEDIUM TERM FINANCIAL STRATEGY 2025-2029

Cabinet noted the Medium Term Financial Strategy 2025-2029

14 - Fees & Charges 2025/26

Fees & Charges 2025/26

Cabinet agreed and recommended to full Council

- The fees and charges from 1 April 2025 as included in Appendix A.
- That delegated authority be given to the Section 151 Officer, in consultation with the Portfolio Holder for Finance and relevant Directors/Assistant Director to agree the

fees and charges not included within Appendix A as required (outlined within the report).	
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