

Cabinet



Please contact: Democratic Services

Please email: democraticservices@north-norfolk.gov.uk

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Friday, 21 February 2025

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Monday, 3 March 2025 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:democraticservices@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 this meeting is live-streamed: [NNDC eDemocracy - YouTube](#)

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 - 18

To approve, as a correct record, the minutes of the meetings of the Cabinet held on 20th January 2025 and 3rd February 2025.

3. DECLARATIONS OF INTEREST

19 - 24

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)

4. 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

5. PUBLIC QUESTIONS AND STATEMENTS

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

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

The following recommendations to Cabinet were made at the meeting of Overview & Scrutiny Committee on 12th February:

Homelessness Task & Finish Group

RESOLVED that the:

1. the Portfolio Holder for Housing & People Services writes to central government, setting out the situation in North Norfolk regarding the private rental sector reducing housing stock levels and the key reasons for the withdrawals and asks central government for action to address the progressive stock loss and help this Council retain and even grow private sector stock levels; and
2. Committee should receive a further report on this subject in July 2025 to coincide with the pre scrutiny of the homeless strategy.

Corporate Plan 23-27 Action Plan 24-25

Resolved

1. to note that Corporate Plan 2023-27 Action Plan 2024-2025; and
2. that the Cabinet undertakes a review of the available options to:
 - i. analyse the reasons why mobile phone mast applications fail.
 - ii. develop a map of signal "not spots" from data gathered by the current surveying program.
 - iii. support providers to improve mobile signals strength.
 - iv. evaluate how it communicates its actions regarding this issue to both residents and businesses.

8. CORPORATE PLAN 2023-2027 - ANNUAL ACTION PLAN 2025/26

25 - 36

Executive Summary	This report and accompanying appendix present the 2023 – 2027 Corporate Plan Action Plan for the period April 2025 – March 2026 to Cabinet for approval.
Options considered	<p>The actions detailed in the Action Plan have been developed in support of the five themes in the adopted Corporate Plan recognising the increasing pressure on the Council’s budget, the moves towards establishing a Combined Authority for Norfolk and Suffolk under the Government’s English Devolution programme and proposed Local Government Reorganisation which will change the context in which the District Council operates and works over the next three years, alongside continuing with Business As Usual maintaining service delivery for the district’s residents until any proposals for new unitary councils in Norfolk are agreed.</p> <p>The actions proposed seek to balance the capacity of the organisation to deliver, taking into account the staff and financial resources available to the Council, the need to focus on supporting the transition of services into any new unitary council(s) and the potential to access external funding or partnership resources, with the aspirations laid out in the Corporate Plan.</p> <p>In this respect it is recognised that there is some degree of choice and prioritisation as to the actions proposed for delivery in the period April 2025 – March 2026, although perhaps less compared to previous years given the need to create capacity to respond to and engage with the process of local government reorganisation across the County</p>
Consultation(s)	The development of the 2025/26 Action Plan has been somewhat later than in previous years

	<p>when the Annual Action Plan has been agreed in the autumn. This has been due to uncertainties around the 2025/26 local government financial settlement impacting on the setting of the Council's 2025/26 budget, new policy announcements being made by Government during the autumn following the July General Election, and the publication of the English Devolution White Paper which raises the prospect of significant public service reform through proposals for devolution and local government reorganisation.</p> <p>The 2025/26 Annual Action Plan has been developed against this background but has involved processes of consultation and engagement in terms of development of a strengthened Medium-Term Financial Strategy and preparation of the 2025/26 budget, which has been taken through Cabinet and Overview and Scrutiny processes before adoption at the 19th February 2025 meeting of Full Council.</p>
Recommendations	That the Cabinet approves the Corporate Plan Annual Action Plan for 2025/26.
Reasons for recommendations	Sound management of the authority's staff, property and financial resources to deliver projects and initiatives which support improved service delivery and positive outcomes aligned to the previously agreed Corporate Plan themes and seeks to position North Norfolk's residents, communities and businesses strongly in the context of any proposals to establish a Norfolk and Suffolk Combined Authority through the English Devolution proposals and any related programme of local government reorganisation in Norfolk which seeks to replace the existing two-tier County and District structure of local government with unitary councils.
Background papers	2023 – 2027 Corporate Plan

Wards affected	All
Cabinet member(s)	Cllr Tim Adams, Leader of the Council
Contact Officer	Steve Blatch, Chief Executive Email:- steve.blatch@north-norfolk.gov.uk Tel:- 01263 516232

9. BUDGET MONITORING P10 2024-2025

37 - 60

Executive Summary	<p>This report provides an update on the Council's financial performance and projected full year outturn position for 2024/25 for the revenue account, capital programme and reserves statement as at the end of January 2025.</p> <p>As at 31 January 2025, the General Fund projected surplus is £0.048m for the full year 2024/25. This is after adjusting for all known variations and full year forecasting by service managers.</p>
Options considered	<p>This is an update report on the Council's financial position and so no other options were considered.</p>
Consultation(s)	<p>Cabinet Member Section 151 officer Budget Managers</p>
Recommendations	<p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"> 1. Note the contents of the report and the current forecast year end position. 2. Continue the work to minimise the risk of a General Fund revenue deficit for 2024/25. 3. Seek approval from full Council to make all the changes to the Capital Programme as laid out in paragraph 5.5 of the report.
Reasons for recommendations	<p>To update members on the current budget monitoring position for the Council.</p>
Wards affected	<p>All</p>
Cabinet member(s)	<p>Cllr Lucy Shires</p>
Contact Officer	<p>Tina Stankley, Director for Resources.</p>

10. COASTWISE - HAPPISBURGH COMMUNITY CAR PARK - DELEGATION OF APPOINTMENT OF CONSTRUCTION CONTRACTOR AND LEASE ARRANGEMENTS

61 - 70

Executive Summary	<p>Erosion is impacting on the existing Happisburgh car park and it is critical that the progression of construction is taken forward as soon as possible. The car park is operated under a lease arrangement with Happisburgh Parish Council, and authority is sought to undertake appointment of a contractor and to finalise a lease arrangement.</p>
Options considered	<p>Construction Contract: A1: Cabinet delegate authority to appoint the</p>

	<p>construction contractor. Recommended.</p> <p>B1: Awaiting evaluation of tenders and present to Cabinet to approve contractor. Would delay progress of the scheme with local and programme impacts.</p> <p>C1: Not progress with appointment and construction. Would impact on the local community, long term local revenue generation and investment, reputational impacts locally and nationally, limit delivery of Coastwise, not work to deliver Corporate Priorities regarding preparing for climate/coastal change.</p> <p>Lease arrangements:</p> <p>A2: Cabinet delegate authority to finalise amended lease arrangements with Happisburgh Parish Council. Recommended.</p> <p>B2: Awaiting final lease arrangements to be completed for Cabinet approval.</p> <p>C2: Not to progress with amending existing successful lease arrangement.</p>
Consultation(s)	<ul style="list-style-type: none"> • Cllr. Harry Blathwayt, Portfolio Holder for Coast • Cllr. Luke Paterson, District Councillor, Happisburgh • Martyn Fulcher, Director for Place and Climate Change • Joe Ferrari, Communications Manager • Tina Stankley, Director of Resources • Cara Jorden, Assistance Director Legal and Governance
Recommendations	<ul style="list-style-type: none"> • That Cabinet authorises the Chief Executive, in consultation with Coastal Portfolio Holder and Head of Finance, to undertake the appointment the of Happisburgh Car park construction contractor, following tender appraisal. • That Cabinet authorises the Chief Executive, in consultation with Coastal Portfolio Holder, Estates Manager and Head of Finance, to agree to the surrender of Happisburgh Parish Councils current lease for the Beach Road car park and enter into a new lease for the relocated car park off Lighthouse Lane.
Reasons for recommendations	<ul style="list-style-type: none"> • To enable transition of current car park away from erosion risk. • To build community resilience to coastal erosion. • To support the viability of the community through the continued revenue generated by the car park. • To provide examples of coastal

	<p>transition and generate learning to support national coastal adaptation.</p> <ul style="list-style-type: none"> To contribute to the delivery of the Coastwise programme
Background papers	Planning Application ref: PF/22/2510

Wards affected	Happisburgh
Cabinet member(s)	Cllr. Harry Blathwayt, Portfolio Holder for Coast
Contact Officer	<p>Rob Goodliffe, Coastal Transition Manager, Rob.Goodliffe@north-norfolk.gov.uk 01263 516321</p> <p>Alastair Zangs, Coastal Transition Place Maker, Alastair.Zangs@north-norfolk.gov.uk 01263 516277</p>

11. 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 3 of Part I of Schedule 12A (as amended) to the Act.”

Information in this appendix 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.

12. PRIVATE BUSINESS

71 - 78

Exempt Appendix – Lighthouse car park, Happisburgh