

# Cabinet



**Please contact:** Democratic Services

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Thursday 2nd April 2026

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Council Offices, Holt Road, Cromer, NR27 9EN on **Tuesday, 14 April 2026 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](mailto: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. This meeting is live-streamed: [NNDC eDemocracy - YouTube](#)

**Emma Denny**  
**Democratic Services & Governance Manager**

**To:** Cllr L Shires, Cllr T Adams, Cllr A Brown, Cllr H Blathwayt, Cllr C Ringer, Cllr J Toye, Cllr A Varley, Cllr L Withington and Cllr J Boyle

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 09 March 2026

**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**

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 FULL COUNCIL**

13 - 14

The following recommendations were made by Full Council to Cabinet at the meeting held on 25<sup>th</sup> March 2026:

Full Council RESOLVED to ask Cabinet to:

- i) Investigate fly-tipping instances and where suitable evidence exists, take appropriate enforcement action possible against those responsible.
- ii) Ensure all fixed penalty notices for littering and fly-tipping to the legal maximum as appropriate
- iii) Promote regularly the "Lets S.C.R.A.P. fly-tipping" campaign to increase awareness of the householder Duty of Care requirements so that they only use registered waste carriers to dispose of their waste.
- iv) Ensure that all businesses in the district have appropriate Duty of Care arrangements in place and take appropriate action

where this is found not to be the case.

- v) Lobby the Government to amend the Environmental Protection Act 1990 so that the Government take financial responsibility for the removal of fly-tipping waste from private land.

*The substantive motion agreed by Full Council is attached for information.*

**9. IMPLEMENTATION OF THE RENTERS RIGHTS ACT 2025 AND ASSOCIATED POLICIES (15 – 82)**

<p><b>Executive Summary</b></p>	<p>The Renters’ Rights Act 2025 introduces major reforms to landlord and tenant law, significantly expanding the duties and enforcement responsibilities of local authorities.</p> <p>To ensure North Norfolk District Council can lawfully implement these new powers from 1 May 2026, including enhanced investigatory powers, new tenancy rights, and extended civil penalty provisions, a new Housing Standards Enforcement Policy and the Civil Penalties Policy must be in place.</p> <p>The policies will set out how the Council will apply these new statutory duties, including enforcing new offences, applying increased penalty thresholds, and ensuring consistent and transparent decision making.</p>
<p><b>Options considered</b></p>	<p>The only alternative is to continue with current policies, but this would be unlawful after 1 May 2026.</p>
<p><b>Consultation(s)</b></p>	<p>As these changes are in response to legislation, there is no requirement to hold a public consultation, and the law has now been enacted with an effective date of 1<sup>st</sup> May 2026.</p>
<p><b>Recommendations</b></p>	<p>Cabinet is recommended to:</p> <p>(a) Approve the contents of the new Housing Standards Enforcement Policy, attached as Appendix 1 and agree that this policy shall be implemented and take effect from the 1st of May 2026.</p> <p>(b) Grant delegated authority to the Assistant Director People Services, to make where necessary any minor amendments and updates to the Housing Standards Enforcement Policy required, to reflect any organisational or further legislative changes which take place following implementation.</p>

	<p>(c) Approve the Civil Penalties Policy, attached as Appendix 2 and agree that this policy shall be implemented and take effect from the 1st of May 2026.</p> <p>(d) Grant delegated authority to the Assistant Director for People Services and Assistant Director Environmental &amp; Leisure Services in consultation with the relevant Portfolio Holder, to make where necessary any minor amendments and updates to the Civil Penalties Policy required, to reflect any organisational or further legislative changes which take place following implementation.</p>
<b>Reasons for recommendations</b>	The adoption of these two new policies in place of the Council's current policies is required to enable the Council to undertake its new duties under the Renters' Rights Act 2025 from 1 <sup>st</sup> May 2026.
<b>Background papers</b>	To assist local authorities in understanding their new rights and responsibilities under the Renters' Rights Act 2025 the Government has published a new collection of statutory and other related guidance for local authorities which can be found here: Renters' Rights Act: guidance for local authorities and councils - GOV.UK

<b>Wards affected</b>	All Wards
<b>Cabinet member(s)</b>	Cllr. Callum Ringer Cllr. Jill Boyle
<b>Contact Officer</b>	Emily Capps and Trudi Grant

**10. LOCAL AUTHORITY HOUSING FUND ROUND 4 - PURCHASE OF TEMPORARY ACCOMMODATION**

83 - 90

<b>Executive Summary</b>	North Norfolk District Council has negotiated a higher level of grant funding for 2026/27 in Round 4 of the Government's Local Authority Housing Fund (LAHF). This report sets out proposals to accept the grant offered (£1.336m) to help purchase a further nine units of Temporary Accommodation for homeless households.
<b>Options considered</b>	<ul style="list-style-type: none"> <li>- To accept the LAHF grant to help fund purchase of nine homes for use as temporary accommodation, with the Council providing the match funding and staffing resources to undertake the purchases and necessary repairs to the properties, by April 2027.</li> <li>- To not accept the LAHF grant funding</li> </ul>

	offered
<b>Consultation(s)</b>	Portfolio Holder for Housing and Peoples' Services. Officers in Housing Options, Estates and Property Services
<b>Recommendations</b>	It is recommended that Cabinet: <ul style="list-style-type: none"> <li>- Agree to accept the £1.336m of Local Authority Housing Fund grant</li> <li>- Use the LAHF grant to part fund the purchase of nine further units of temporary accommodation, including any resources needed to support this</li> <li>- Give delegated authority to the Section 151 Officer in consultation with the Portfolio Holder for Housing and Peoples' Services, to agree the actual purchases of the properties (within the identified budget limits as may be agreed by Full Council).</li> </ul>
<b>Reasons for recommendations</b>	To seek approval for the Council to accept the LAHF grant and use the grant to help acquire further homes to use as temporary accommodation
<b>Background papers</b>	Cabinet January 2026 - Local Authority Housing Fund Round 4 - Purchase of Temporary Accommodation Overview and Scrutiny January 2025 - Analysis of the performance of the Council's Temporary Accommodation properties 2024/25 Cabinet March 2025 - Local Authority Housing Fund Round 3 - Purchase of Temporary Accommodation Cabinet October 2023 – Round 2 Local Authority Housing Fund Cabinet June 2023 - Purchase of Temporary Accommodation Unit Cabinet March 2023 – LAHF Round 1 Opportunity Cabinet November 2022 - Purchase of Temporary Accommodation Unit

<b>Wards affected</b>	Districtwide
<b>Cabinet member(s)</b>	Cllr. Jill Boyle, 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>

<b>Wards affected</b>	Districtwide
<b>Cabinet member(s)</b>	Cllr. Jill Boyle, 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>

#### 11. FAKENHAM LEISURE AND SPORTS HUB - PROGRESS UPDATE

91 - 96

<b>Executive Summary</b>	This report seeks to update the Cabinet on the progress made to date on the delivery of the Fakenham Leisure and Sports Hub project.
<b>Options considered</b>	Not Applicable as the report is an update only.
<b>Consultation(s)</b>	Not applicable as the report is an update only.
<b>Recommendations</b>	That Cabinet notes the update on the Fakenham Leisure and Sports Hub project.
<b>Reasons for recommendations</b>	To keep the Cabinet updated on the progress of the Fakenham Leisure and Sports Hub project.
<b>Background papers</b>	

<b>Wards affected</b>	Fakenham
<b>Cabinet member(s)</b>	Liz Withington, Portfolio holder for Community, Leisure & Outreach
<b>Contact Officer</b>	Steve Hems, Director for Service Delivery

#### 12. ACCEPTANCE OF GRANT - 3G PITCH TRAP LANE FAKENHAM

97 - 104

<b>Executive Summary</b>	<p>North Norfolk District Council submitted a bid under round 2 of the Governments Levelling Up programme which included the provision of a 3G pitch as part of the match funding required to meet the criteria for funding. The bid was successful and works are progressing associated with the swimming pool extension and upgrades to the existing sports centre.</p> <p>Officers have been working with the Football Foundation to prepare an application for funding towards the provision of the 3G pitch and have heard recently that the award has</p>
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	<p>been approved.</p> <p>This report sets out the options around accepting the Football Foundation grant funding and recommends acceptance of the grant award.</p>
<b>Options considered</b>	<ul style="list-style-type: none"> <li>• Accept the Football Foundation grant funding and proceed with the 3G pitch provision at Trap Lane Fakenham</li> <li>• Reject the Football Foundation grant funding and proceed with the 3G pitch provision using the Councils own finances.</li> <li>• Reject the Football Foundation grant funding and do not proceed with the 3G pitch provision.</li> </ul>
<b>Consultation(s)</b>	<ul style="list-style-type: none"> <li>• Football Foundation</li> <li>• Everyone Active</li> <li>• Fakenham Town Council</li> <li>• Portfolio Holder for Community, Leisure and Outreach.</li> </ul>
<b>Recommendations</b>	<ul style="list-style-type: none"> <li>• That Cabinet accepts the Football Foundation grant funding and proceed with the provision of a 91m x 55m FIFA Quality 3G pitch at Trap Lane Fakenham.</li> <li>• That Cabinet authorises Officers to sign the relevant agreements with the Football Foundation to allow delivery of the 3G pitch provision.</li> </ul>
<b>Reasons for recommendations</b>	<ul style="list-style-type: none"> <li>• The provision of the 3G pitch was an integral part of the bid submission for Levelling Up funding and formed part of the match funding to the grant amount awarded in 2023.</li> <li>• The acceptance of the grant will enable the completion of the Fakenham Leisure and Sports Hub project as submitted Government and will meet the need identified in the Playing Pitch Strategy.</li> </ul>
<b>Background papers</b>	None

<b>Wards affected</b>	Fakenham North
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<b>Cabinet member(s)</b>	Cllr Liz Withington Portfolio Holder for Community, Leisure and Outreach.
<b>Contact Officer</b>	Steve Hems, Director of Service Delivery <a href="mailto:steve.hems@north-norfolk.gov.uk">steve.hems@north-norfolk.gov.uk</a>

<b>Wards affected</b>	Fakenham North
<b>Cabinet member(s)</b>	Cllr Liz Withington
<b>Contact Officer</b>	Steve Hems, Director of Service Delivery <a href="mailto:steve.hems@north-norfolk.gov.uk">steve.hems@north-norfolk.gov.uk</a>

**13 RETENTION OF PUBLIC TOILET PROVISION - STATION APPROACH, SHERINGHAM 105 - 112**

<b>Executive Summary</b>	<p>The Station Approach Public Toilets, Sheringham were transferred to North Norfolk Railway in 2015. As part of this transfer North Norfolk Railway redeveloped the toilets and agreed to maintain them as Public Toilets for period of 10 years. The period comes to an end on the 31<sup>st</sup> March 2026.</p> <p>North Norfolk Railway, recognising the importance of these toilets to the wider tourist offering in Sheringham have offered to continue their provision as public toilets but have asked for contribution to reflect their additional financial cost in doing so.</p> <p>This paper set out the options available and recommends that the Council reaches a suitable agreement with North Norfolk Railway to retain public access to the toilets.</p>
<b>Options considered</b>	<ul style="list-style-type: none"> <li>To do nothing, in which case North Norfolk Railway will most likely remove the public access to the toilets and use them to serve users of the station only.</li> <li>To enter in an agreement with North Norfolk Railway to retain the toilets as public access throughout the year for the opening times specified in the report.</li> </ul>
<b>Consultation(s)</b>	<ul style="list-style-type: none"> <li>North Norfolk Railway</li> <li>Liz Withington</li> </ul>
<b>Recommendations</b>	<ul style="list-style-type: none"> <li>That Cabinet resolve to enter into an agreement with North Norfolk Railway to retain public access to the Station Approach Toilets.</li> <li>That Cabinet provides a steer on the period in years that they wish the agreement to run for.</li> <li>That Cabinet authorises the Director of Service Delivery to negotiate with North Norfolk Railway on the exact terms of the agreement in order to secure the best value for money position possible.</li> </ul>

	<ul style="list-style-type: none"> <li>That Cabinet delegate to the to the Director of Service Delivery and the Director for Resources, in consultation to with the Portfolio Holder for IT, Environmental &amp; Waste Services and the Portfolio Holder for Finance, Estates &amp; Property Services the ability to enter into the agreement to retain the Station Approach Toilets for public use.</li> </ul>
<b>Reasons for recommendations</b>	To continue the provision of public access toilets in line with the areas of the Corporate Plan objectives relating to Investing in our Local Economy and Infrastructure and also A Strong, Responsible and Accountable Council.
<b>Background papers</b>	None

<b>Wards affected</b>	Sheringham North
<b>Cabinet member(s)</b>	Cllr Callum Ringer
<b>Contact Officer</b>	Steve Hems, Director of Service Delivery <a href="mailto:steve.hems@north-norfolk.gov.uk">steve.hems@north-norfolk.gov.uk</a>

<b>Links to key documents:</b>	
Corporate Plan:	<p>INVESTING IN OUR LOCAL ECONOMY &amp; INFRASTRUCTURE</p> <ul style="list-style-type: none"> <li>Continuing to promote North Norfolk's diverse tourism and visitor offer</li> </ul> <p>A STRONG, RESPONSIBLE &amp; ACCOUNTABLE COUNCIL</p> <ul style="list-style-type: none"> <li>Reviewing service delivery arrangements so as to realise efficiencies without compromising service standards and outcomes</li> <li>Exploring opportunities to work further with stakeholders and partner organisations.</li> </ul>
Medium Term Financial Strategy (MTFS)	There is no direct budget provision made in respect of the Sheringham Station Approach Toilets however it is anticipated that savings associated with other public toilet provision within the Waste and Related Services Contract will cover a substantial part if not all of the costs of any agreement with North Norfolk Railway.
Council Policies & Strategies	Public Toilet Provision Strategy 2021

<b>Corporate Governance:</b>	
Is this a key decision	Yes

Has the public interest test been applied	This paper contains commercially sensitive information in relation to North Norfolk Railways cost of service provision for the public toilets. This has been included in a confidential appendix
Details of any previous decision(s) on this matter	Cabinet January 2015 Decision to transfer land to North Norfolk Railway.

<b>Wards affected</b>	Sheringham North
<b>Cabinet member(s)</b>	Callum Ringer
<b>Contact Officer</b>	Steve Hems, Director of Service Delivery steve.hems@north-norfolk.gov.uk

#### 14. 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.”

#### 15. PRIVATE BUSINESS

113 - 114

This item is exempt for the following reasons:

##### **Agenda Item 13: Sheringham Station Approach Toilets**

This paper 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 issues around cost of service provision and relevant to the entering into a contract with a third party. Releasing this information would be likely to prejudice the third party and the Council in obtaining best value, in the interests of Council Tax payers, and would reveal commercially sensitive financial information.