

Cabinet



Please contact: Emma Denny

Please email: emma.denny@north-norfolk.gov.uk

Please Direct Dial on: 01263 516010

Friday, 25 October 2019

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Council Chamber - Council Offices, Holt Road, Cromer, NR27 9EN on **Monday, 4 November 2019 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.

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: Mrs S Bütikofer, Mr A Brown, Mrs A Fitch-Tillett, Ms V Gay, Mr G Hayman, Mr R Kershaw, Mr N Lloyd and Mr E Seward

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

Heads of Paid Service: Nick Baker and Steve Blatch
Tel 01263 513811 **Fax** 01263 515042 **Minicom** 01263 516005
Email districtcouncil@north-norfolk.gov.uk **Web site** www.north-norfolk.gov.uk

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 Cabinet held on 7th October 2019.

3. PUBLIC QUESTIONS AND STATEMENTS

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

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. DECLARATIONS OF INTEREST

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.

6. MEMBERS' QUESTIONS

To receive oral questions from Members, if any.

7. OVERVIEW & SCRUTINY MATTERS

An additional meeting of the Overview & Scrutiny Committee was held on 9th October 2019 to review the Draft Framework of the Corporate Plan. Further discussions took place at the meeting held on 16th October 2019 and the following recommendations were agreed:

To recommend to Cabinet:

1. To share with Overview & Scrutiny Committee Members as soon as possible, the residents' survey used to inform the Corporate Plan, together with relevant distribution and return metrics. The Committee agreed that Cabinet should be notified of their concerns that the survey had not been shared in time for the drafting of the recommendations below and thus wasn't available to support validation of the six themes.
2. That two copies of the final version of the Corporate Plan be placed in all public libraries (including mobile libraries) across the district and a copy sent to every parish clerk, to provide accessibility for members of the public without internet access.
3. That consideration be given to renaming the 'Affordable Housing' theme 'Local Homes for Local People', as this has broader application.

4. That consideration be given to including a reference to the 'sustainability' of existing businesses, both in the heading and underlying content of the 'Boosting Business Growth' theme of the Corporate Plan. The revised title of "Boosting Business Sustainability and Growth" was supported.
5. That consideration be given to identifying the specific barriers faced when doing business in North Norfolk within the Business theme of the Corporate Plan.
6. To share a summary of the feedback from the environmental consultation undertaken at the Greenbuild event held in September.
7. To give consideration to renaming the 'Customer Focus' theme to encompass everyone who used the Council's services. The options discussed included: People Focus, Resident Focus, Service User Focus, etc, but 'Customer Focus' gained most support.
8. To consider adding an additional descriptor to the Environment theme title - such as "Protecting the Environment"; the Cabinet Member had advised 'Climate Change, Coast and Environment' could be an option.
9. To remove the high level challenge statements from future documents, as they had now served their purpose.
10. To consider developing progress/success descriptors for each theme alongside performance monitoring and management targets/indicators as part of the delivery and action work stage.

Summary: This report summarises the budget monitoring position for the revenue account and capital programme to the end of September 2019.

Options considered: Not applicable.

Conclusions: The overall position at the end of September 2019 shows an £710,908 underspend for the current financial year on the revenue account, this is currently expected to deliver a full year overspend of £41,115.

Recommendations: It is recommended that:

- 1) Cabinet note the contents of the report and the current budget monitoring position;
- 2) Cabinet agree to the release of £68,000 from the Asset Management Reserve to fund the Asset Valuation Programme;
- 3) Cabinet approve the Capital project funding in section 6.2 or recommend approval to Full Council where appropriate

Reasons for

Recommendations: To update Members on the current budget monitoring position for the Council.

LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW

(Papers relied on to write the report and which do not contain exempt information)

System budget monitoring reports

Cabinet Member(s)	Ward(s) affected
Cllr Eric Seward	

Contact Officer, telephone number and email:

Duncan Ellis,
01263 516330,

Duncan.ellis@north-norfolk.gov.uk

9. MARKET TOWN INITIATIVE - ROUND THREE FUNDING REPORT

47 - 54

Summary: This report seeks Cabinet approval of the recommendations made by the Market Towns Initiative Working Group, in order to award grant funding to successful applicants from North Norfolk's four inland market towns for the third round of funding.

Options considered: All applications and funding options considered.

Conclusions: On the recommendations of the Market Towns Initiative Working Group, Cabinet previously approved funding of £377,910.33 of the available £400,000 to North Norfolk's four inland market towns. This left a total of £22,089.67 remaining for a third round of funding, with the residual sum made available to eligible organisations from all four towns.

The MTI Working Group has now considered the third round applications and consequently recommended that £22,004.50 of funding be awarded, leaving £85.17 remaining. The applications are summarised in this report.

Recommendations:

- 1. That Cabinet approve the MTI Working Group's recommendations to award £22,004.50 of funding to applications outlined in the report.**
- 2. That Cabinet request the Overview & Scrutiny Committee to continue to monitor the progress and outcomes of all applications that receive funding.**
- 3. That any remaining or returned MTI funds be retained in the general reserve.**
- 4. Delegated authority be given to The Head of Economic and Community Development to agree suitable conditions in respect of the approved applications, issue grant decision letters, and make any necessary funding adjustments in accordance with the delegated authority policy.**

Cabinet Member(s): Ward(s) affected:
Cllr Richard Lancaster North, Lancaster South, Holt, North
Kershaw Walsham East, North Walsham West, North
Walsham Market Cross & Stalham

Contact Officers, telephone number and email:

Rob Young, Head of Economic and Community Development ext 6162
Robert.Young@north-norfolk.gov.uk

Emma Duncan, Head of Legal Services ext 6045
Emma.Duncan@north-norfolk.gov.uk

Matt Stembrowicz, Democratic Services Officer (Scrutiny) ext 6047
Matthew.Stembrowicz@north-norfolk.gov.uk

Summary: Since the District Council elections in May of this year the Cabinet has worked to develop a new Corporate Plan which sets out the intent and ambition of the authority for the period 2019 – 2023. The final draft document is now presented for formal approval by Cabinet and thereafter presentation to Full Council for adoption.

Options considered: The Council is required to publish a Corporate Plan. The development of this Plan has involved extensive discussion and engagement with a wide range of stakeholders.

Conclusions: That the draft Corporate Plan, as attached as an Appendix to this report, is recommended for approval by Cabinet and presentation to and adoption by Full Council.

Recommendations: **That Cabinet resolves to:**

1. **Agree the content of the draft Corporate Plan 2019 – 2023 as a statement of the Council’s intent and ambition for the term of this Council administration.**
2. **Authorises the Corporate Director and Head of Paid Service, in consultation with the Leader of the Council, to agree any minor revisions and changes to the final draft of the Corporate Plan document and thereafter the format / design of the document for publication, following adoption by Full Council.**
3. **That Cabinet publishes its draft Delivery Plan by February 2020.**

That Cabinet recommends to Full Council:

4. **That Full Council adopts the Corporate Plan 2019 – 2023**

Reasons for

Recommendations: The Corporate Plan details the Council’s ambitions and intent for the next four years. It will provide the framework and context for the Council’s service provision, project interventions and resource allocation (financial and staffing) for the period through to 2023. The Plan will be subject to annual review to ensure that it continues to reflect the Council’s priorities and objectives throughout the next four years in response to emerging trends, policy developments and legislation.

LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW

(Papers relied on to write the report, which do not contain exempt information and which are not published elsewhere)

Cabinet Member(s)
Cllr Sarah Bütikofer

Ward(s) affected: All

Contact Officer, telephone number and email:
Steve Blatch - 01263 516232
steve.blatch@north-norfolk.gov.uk

11. **SHANNOCKS HOTEL SITE SHERINGHAM - COMPULSORY PURCHASE** 75 - 112

Summary: This report seeks to update Cabinet on progress so far and proposed future actions, in respect of the old Shannoeks Hotel building in Sheringham ("the Shannoeks").

Options considered:

1. Leave the owner to continue with its own development plans at its own pace, with the risk that without pressure from the Council, these will not in fact be progressed at all. This would result in the Shannoeks being left empty and in the same condition.
2. Resurrect voluntary negotiations with the owner for the purchase of the Shannoeks. If these are unsuccessful, progress to make a Compulsory Purchase Order ("CPO").
3. Resurrect voluntary negotiations with the owner for the purchase of the Shannoeks whilst simultaneously making a CPO.

Conclusions: Notwithstanding consistent pressure on the owner by the Council for a number of years, the Shannoeks remains undeveloped. The owner will say that it is making best efforts to start its development, however, progress has been at a slow pace and the owner has repeatedly extended the promised project start dates.

The Council is very close to a position where it can now make a CPO and progress this formal process. It has, up to now, refrained from taking this action to enable the owner to develop the Shannoeks itself. Following numerous extensions, the most recent projected start date given to the Council for demolition was October 2019, however it appears evident that this start date will not be met.

Officer advice is that the Council is very concerned that the owner will not develop the Shannoeks, and is mindful of the continual delays being incurred by not triggering the formal process through making a CPO. In this regard, projected timescales for the CPO process to be concluded could be as long as 18 months.

The Council considers that a line needs to be drawn somewhere of when the Council will no longer delay its own actions to accommodate the continued extensions of promised development by the owner.

- Recommendations:**
- 1. That the Council makes a Compulsory Purchase Order in respect of the Shannocks.**
 - 2. The Head of Finance and Asset Management is delegated to simultaneously resurrect purchase negotiations with the owner.**

Reasons for

Recommendations: To achieve the redevelopment of the Shannocks which has stood empty for many years, attracting significant negative comment from the public, thereby bringing about a regeneration of this area of Sheringham, for the economic and social well-being of the area.

Cabinet Member(s)	Ward(s) affected
N Lloyd, E Seward, A Brown	Sheringham

Contact Officer, telephone number and email:
Emma Duncan, Head of Legal
01263 516045
emma.duncan@north-norfolk.gov.uk

12. 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.”

13. PRIVATE BUSINESS