

# Cabinet



**Please contact:** Emma Denny

**Please email:** [emma.denny@north-norfolk.gov.uk](mailto:emma.denny@north-norfolk.gov.uk)  
**Please Direct Dial on:** 01263 516010

Thursday 27th May 2021

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Monday, 7 June 2021 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.

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

**To:** Mrs S Bütikofer, Mrs A Fitch-Tillett, Mrs W Fredericks, Ms V Gay, Mr R Kershaw, Mr N Lloyd, Mr E Seward, Miss L Shires and Mr J Toye

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

**Chief Executive:** Steve Blatch  
**Tel** 01263 513811 **Fax** 01263 515042 **Minicom** 01263 516005  
**Email** [districtcouncil@north-norfolk.gov.uk](mailto:districtcouncil@north-norfolk.gov.uk) **Web site** [www.north-norfolk.gov.uk](http://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 the Cabinet held on 10<sup>th</sup> May 2021.

**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**

7 - 8

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)

**6. MEMBERS' QUESTIONS**

To receive oral questions from Members, if any

**7. RECOMMENDATIONS FROM OVERVIEW & SCRUTINY COMMITTEE**

To consider any recommendations to Cabinet by the Overview & Scrutiny Committee, for consideration in accordance within the Overview and Scrutiny Procedure Rules.

**8. RECOMMENDATIONS FROM PLANNING POLICY & BUILT HERITAGE WORKING PARTY**

The following recommendations were made to Cabinet at the meeting of the Planning Policy & Built Heritage Working Party meeting held on 17<sup>th</sup> May 2021:

**THE GLAVEN VALLEY CONSERVATION AREA APPRAISALS & MANAGEMENT PLANS 2021**

1. That Cabinet adopts the five Glaven Valley Appraisals for statutory planning purposes and for the Appraisal documents to become material considerations in the planning process.
2. That Cabinet agrees the proposed boundary changes as recommended in the draft Appraisal documents and that they be published in accordance with the Planning (Listed Buildings & Conservation Areas) Act 1990.

3. That Cabinet agrees the proposed Local Listings as identified within the draft Appraisal documents.

## 9. ADOPTION OF THE RYBURGH NEIGHBOURHOOD PLAN (RNP)

9 - 14

### Summary:

The purpose of this report is to formally “make” the Ryburgh Neighbourhood Plan as part of the statutory Development Plan for North Norfolk. The Plan was subject to independent examination and successful referendum on the 6<sup>th</sup> May 2021. The Council has a legal duty to now make the Plan within 8 weeks of the day after the referendum was held, unless it considers that doing so would breach European Union Obligations.

### Recommendations:

#### **That Cabinet:**

1. **Note the outcome of the referendum of 6<sup>th</sup> May 2021;**
2. **Adopt the Ryburgh Neighbourhood Plan as part of the statutory Development Plan for North Norfolk;**
3. **That the attached Decision Statement is approved under Regulation 19 of the Neighbourhood Planning (General) Regulations 2012 as amended and authorised for publication and release in order to bring to the attention of the qualifying body, the people who live, work and or carry out business in the Neighbourhood Plan Area;**
4. **Authorise the required consequential changes to the adopted policies map and the required consequential changes to the referendum version of the neighbourhood plan through delegated powers to the Planning Policy Team Leader.**

Cabinet Member(s)	Ward(s) affected
Sarah Butikofer - Leader of the Council, John Toye Planning Portfolio Holder	Ryburgh (Stibbard ward)
Contact Officer, telephone number and email: Iain Withington, Planning Policy Team Leader 01263 516034 <a href="mailto:iain.withington@north-norfolk.gov.uk">iain.withington@north-norfolk.gov.uk</a>	

**10. NORTH NORFOLK SUSTAINABLE COMMUNITIES FUND - ANNUAL REVIEW** 15 - 22

- Summary:
- In March 2020 Cabinet approved a recommendation to:
- Change the name of the Big Society Fund to the North Norfolk Sustainable Communities Fund (NNSCF).
  - Refocus the NNSCF to encourage a wider and more diverse range of projects from communities across North Norfolk.
  - Give additional weight to projects with positive environmental outcomes which demonstrates the Council's commitment to the Climate Emergency it declared in 2019.
  - To support the delivery of identified Council priorities in respect of Quality of Life and Climate, Coast and Environment.

This report provides an overview of the North Norfolk Sustainable Communities Fund during its first year of operation.

Recommendations: Cabinet to receive the report and note the contribution that the NNSCF makes on Council priorities as well as the impact that Covid 19 has had on applications to the NNSCF and the provision and delivery of community projects.

Reasons for Recommendations: To ensure the NNSCF continues to reflect Council priorities to build sustainable communities and respond to the Climate Emergency declared by the Council in

Cabinet Member(s) Cllr. Virginia Gay	Ward(s) affected All
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Officer - Sonia Shuter – Health and Communities Manager

**11. MANAGING PERFORMANCE Q4 2020/21**

23 - 90

Summary: The Managing Performance Report attached, as Appendix A, will enable the Council to assess delivery against objectives detailed in the Corporate Plan Delivery Plan 2019-2023 and operational service performance. It gives an overview, assesses the impact that Covid-19 has had on both these aspects of Council performance, and the actions being taken to address these issues and proposes any further action needed.

Options considered: Options considering action regarding performance are presented separately, issue by issue, to the appropriate Council Committee where committee approval is required.

Conclusions: With the second national Covid-19 lockdown in November 2020 (and subsequently the third lockdown from 4<sup>th</sup> January 2021), Coronavirus has continued to have a significant impact on the Council's capacity and ability to achieve all of the objectives in the Corporate Plan Delivery Plan 2019-2023 and some impact on service operational performance during Quarter 4 covering the period January to March 2021.

Recommendations: **That Cabinet resolves to note this report and endorses the actions being taken by Corporate Leadership Team detailed in Appendix A – Managing Performance.**

Reasons for Recommendations: To ensure the objectives of the Council are achieved.

Cabinet Member(s) Cllr Sarah Bütikofer	Ward(s) affected All
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Contact Officer, telephone number and email:  
Steve Blatch, Chief Executive  
Email:- [steve.blatch@north-norfolk.gov.uk](mailto:steve.blatch@north-norfolk.gov.uk)  
Tel:- 01263 516232

**12. NORTH NORFOLK DISTRICT COUNCIL EQUALITY, DIVERSITY AND INCLUSION POLICY 2021** 91 - 102

**Summary:** All public authorities are required to publish one or more equality objectives, at least every four years, which they think should help them to meet the aims of the Public Sector Equality Duty. In addition, the Equality Act 2010 requires that people be treated fairly at work or when using services. The Equality, Diversity and Inclusion Policy 2021 sets out the Council's approach to demonstrate its compliance with the Act.

**Options considered:** The Council is legally required to publish its equality objectives. It is doing this alongside the publication of its refreshed Equality, Diversity and Inclusion Policy 2021.

**Recommendations:** To recommend to Full Council the formal adoption of its Equality Objectives and the Equality, Diversity and Inclusion Policy 2021.

**Reasons for Recommendations:** The Council is legally required to publish Equality Objectives. It is doing this alongside the publication of its refreshed Equality, Diversity and Inclusion Policy 2021. The Equality Objectives and Equality, Diversity and Inclusion Policy will need to be formally adopted by Full Council

Cabinet Member(s) Cllr S Butikofer, Leader	Ward(s) affected – all
Contact Officer, telephone number and email: Karen Hill, Assistant Director of People Services, 01263 516183, <a href="mailto:karen.hill@north-norfolk.gov.uk">karen.hill@north-norfolk.gov.uk</a>	

### 13. DISPOSAL OF A PROPERTY

103 - 114

**Summary:** The Council acquired a property under a voluntary arrangement following non-compliance of an Urgent Works Notice under section 54 Planning (Listed Buildings and Conservation Area) Act (1990)

Following a feasibility study and options appraisal, Officers supported a disposal of the property. In accordance with the Councils Disposal policy, the property has since been advertised for sale on the open market seeking offers from potential purchases.

**Options considered:** A previous offer to acquire the property which had been approved by Cabinet 12 April 2021 is no longer progressing and a number of further offers have been received and assessed. These are outlined in the exempt appendix.

A feasibility study and options appraisal considered a number of alternative options which would require significant financial investment and resource.

**Conclusions:** Following the property having being advertised for sale on the open market best and final offers have been received. These offers have been qualified and assessed. Acceptance of the recommended offer will result in a requirement for the purchaser to complete works to the property as outlined in the Urgent Repairs Notice and will bring the property back into habitable use.

**Recommendations:**

1. That Cabinet approves the disposal of the property as outlined in the exempt appendix.
2. That should there be any further changes to the offer made or the potential purchaser, to delegate to the s151 Officer, in consultation with the Portfolio Holder, to dispose of the property for any value exceeding the original purchase price (plus any additional costs incurred).

**Reasons for** The disposal is in accordance with the

Recommendations: Council's Disposal policy and the offer is deemed to be the best financial consideration reasonably obtainable at the current time.

Cabinet Member(s) Cllr E Seward	Ward(s) affected Walsingham
Contact Officer, telephone number and email: Renata Garfoot, Asset Strategy Manager, 01263 516086 Renata.garfoot@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 paragraphs \_ of Part I of Schedule 12A (as amended) to the Act.”

**15. PRIVATE BUSINESS**