

CABINET

Minutes of the meeting of the Cabinet held on Monday 30 October 2017 at the Council Offices, Holt Road, Cromer at 10.00am

Members Present:

Mrs A Claussen-Reynolds	Mr W Northam
Mr N Dixon	Mrs J Oliver
Mr T FitzPatrick (Chairman)	Miss B Palmer
Mr J Lee	Mr R Price
	Ms M Prior

Also attending:

Mrs S Butikofer	Mrs M Millership
Mr N Coppack	Mr N Pearce
Mrs A Fitch-Tillett	Mrs G Perry-Warnes
Ms V Gay	Mr R Reynolds
Mrs A Green	Mr B Smith
Mrs P Grove-Jones	Mr R Shepherd
Mr B Hannah	Mr J Rest
Mr S Hester	Ms K Ward

Officers in Attendance:

The Corporate Directors, the Monitoring Officer, the Head of Finance and Asset Management, the Communications and PR Manager and the Democratic Services Officer.

Public Speakers: For Agenda Item 12: Highfield Road Car Park, Fakenham

Mr G Acheson (Fakenham Town Mayor), Mrs G Foortse (Deputy Town Mayor)

60. APOLOGIES FOR ABSENCE

Mrs S Arnold

61. MINUTES

The minutes of the meeting held on 02 October 2017 were approved as a correct record and signed by the Chairman.

62. PUBLIC QUESTIONS

The Chairman announced that item 12 (Highfield Road Car Park, Fakenham) would be taken early on the agenda because the Town Mayor and Deputy Town Mayor of Fakenham were in attendance for it.

63. ITEMS OF URGENT BUSINESS

None.

64. DECLARATIONS OF INTEREST

None

65. MEMBERS QUESTIONS

The Leader confirmed that Members could ask questions as each item arose.

66. OVERVIEW & SCRUTINY COMMITTEE MATTERS

The Chairman welcomed the Chair of Overview and Scrutiny to the meeting. There were no reports and recommendations to consider.

67. MEDIUM TERM FINANCIAL STRATEGY – 2018/19 TO 2021/22

The report, which was introduced by the Portfolio Holder for Financial Services, Mr W Northam, presented an updated Medium Term Financial Strategy (MTFS) for the period 2018/19 to 2021/22. The strategy had been updated to support the Corporate Plan for the period 2015 to 2019 and had been refreshed in the year to provide an updated financial projection in support of the 2018/19 budget process.

The Council was in a good financial position with a small surplus forecast for 2018/19, however a current deficit was forecast for 2019/20 onwards. There were however uncertainties including the future of local government funding and business rates retention, which made it difficult to forecast too far into the future at the present time. The situation would continue to be reviewed and feed in to the 2018/19 budget process.

It was proposed by Mr W Northam, seconded by Mrs J Lee and

RESOLVED to

1. To note:

- a) The current financial forecast for the period 2018/19 to 2021/22;**
- b) The current capital funding forecasts;**

2. To recommend to Full Council: the revised reserves statement as included at Appendix 1 to the financial strategy.

Reason for the decision:

To refresh the Medium Term Financial Strategy in line with the Corporate Plan and to inform the detailed budget work for 2018/19.

68. BUDGET MONITORING PERIOD 6

The report was introduced by the Portfolio Holder for Financial Services, Mr W Northam. It summarised the budget monitoring position for the revenue account and capital programme to the end of September 2017. The overall position showed an under spend of £1,063,368 to date for the current financial year on the revenue account. This was currently expected to deliver a full year under spend of £223,464. The position was favourable. Appreciation of the Finance Team was expressed.

As well as considering the budgetary position, Members were also asked to approve a virement of £74,580 from previously identified Digital Transformation Funding to enable additional staffing to support key projects.

Mrs S Butikofer reiterated thanks to the Portfolio Holder and the Finance Team. She drew the Committee's attention to a variance of £16,000 in Members Services and expressed concern that this was because there were now ten members of Cabinet. The Chairman replied that this was permitted by the Constitution.

It was proposed by Mr W Northam, seconded by Mr R Price and

RESOLVED

- 1. To note the contents of the report and the current budget monitoring position;**
- 2. To recommend the release of £74,580 from previously identified Digital Transformation Funding to enable additional staffing to support key projects.**

69. TREASURY MANAGEMENT HALF YEARLY REPORT

The report was presented by the Portfolio Holder for Financial Services, Mr W Northam. It set out the Treasury Management activities actually undertaken during the first half of the 2017/18 Financial Year compared with the Treasury Management Strategy for the year. Treasury activities for the half year had been carried out in accordance with the CIPFA Code and the Council's Treasury Strategy. The Council continued to be prudent and was currently debt-free.

Ms K Ward asked a question regarding the notice period for the withdrawal of externally managed pooled funds. The Head of Finance and Asset Management would provide the information to Members.

Mr Northam proposed the recommendations and thanked the Head of Finance and Asset Management, the Technical Accountant and the Finance Team. The next half yearly report would be provided by the Chief Technical Accountant.

Seconding the recommendations, Mr N Dixon commended the achievement of a 2.2% return on investments.

RESOLVED

- 1. That the Council be asked to RESOLVE that The Treasury Management Half Yearly Report 2017/18 is approved.**
- 2. That the Council be asked to APPROVE changes to the Counterparty Limits.**

Reason for the decision:

Approval by Council demonstrates compliance with the Codes.

70. SCOTTOW ENTERPRISE ZONE BUSINESS RATES FUNDING PROPOSALS

The report was introduced by Mr N Dixon, Portfolio Holder for Business and Economic Development. It outlined the current position in relation to the Scottow Enterprise Zone (EZ) and the ongoing discussions with Norfolk County Council

(NCC) as site owner and the New Anglia Local Enterprise Partnership (NALEP) in respect of the final income sharing arrangements for the site. The report concerned the apportioning of Business Rates and the various methodologies used to strike a balance between the parties concerned. Part of the agreement from central government to incentivise economic development and regeneration was to allow Enterprise Zones to retain 100% of the business rates collected. This was split over 4 'pots' as follows;

- Pot A1 – collection authority share to be spent however the authority sees fit (NNDC in this instance)
- Pot A2 – Held by NCC
- Pot B – site delivery fund
- Pot C – to enable the NALEP to deliver the Strategic Economic Plan (SEP) across Norfolk and Suffolk

The proposed pot splits were:

- A1 - 20% (with a contingency provision of 4% - NNDC)
- A2 - 3% (NCC)
- B - 52% (Scottow Enterprise Park)
- C - 25% (NALEP)

The recommendation was that the final allocation for pot A (NNDC) be 20% as originally proposed but that a cash limited amount of £267k, representing the difference between the 20% and 16% allocation levels based on the current £6.8m income forecast, be set aside from the Business Rates reserve.

Scottow Enterprise Zone was part of the Council's Economic Plan and was one of the fastest growing enterprise zones in the District.

It was proposed by Mr N Dixon, seconded by Ms M Prior and

RESOLVED that

To agree the final allocation for pot A (NNDC) be 20% as originally proposed but that a cash limited amount of £267k, representing the difference between the 20% and 16% allocation levels based on the current £6.8m income forecast, be set aside from the Business Rates reserve.

Reason for the decision:

The recommended option outlined does not immediately reduce the Council's share (unlike the NALEP) but does provide further support should lettings not progress as hoped. This helps to protect the Council's position as far as possible whilst also supporting the wider development aspirations for the site.

71. HIGHFIELD ROAD CAR PARK, FAKENHAM

The report, which was introduced by the Portfolio Holder for Corporate Assets, Mrs J Oliver, detailed the options available to the Council with respect to the future of the Highfield Road Car Park at Fakenham. This followed the recommendation made by the Council's Strategic Property partner, Gleeds, that the car park should be sold for development and the Council undertaking a public consultation exercise inviting public comment on future options for the use of this asset. Several options had been

considered but it was proposed to retain the car park, to improve it and to introduce charges.

In response to questions from the Fakenham Town Mayor, Mrs Oliver said that the proposed capital budget of £75,000 for improvement works did not include refurbishment of the public toilets. Improvement of the toilets could, however, be the subject of one of the Council's work streams with Fakenham Town Council. There would be no problem with removing the height barriers and allowing coaches to use the car park for the Christmas period but the resurfacing work and markings would not be done by then. It was hoped to work with the Town Council regarding the management of this.

Mr R Reynolds, a local Member and long-term resident of Fakenham, told Cabinet that the Highfield Road Car Park was of great importance to residents and businesses. As a Town Councillor he had objected to a previous proposal to sell the car park and had carried out surveys with Mrs A Claussen-Reynolds, also a local Member. They had also raised their concerns with officers and Members of NNDC. As a result of this, the Town Council had, for a time, taken over the running of the car park but had since returned the responsibility to NNDC. Surface damage was caused by large vehicles, which should be restricted, but there were concerns about the unsightly height barriers. Mr Reynolds expressed support of the Town Council's request to have the barriers removed over the Christmas period and asked that they should be removed permanently. He also asked that 2 bus park and drop-off areas (possibly in a pull-in or layby off the main highway) and refurbishment of the toilets should be considered. Surveys showed that people in Fakenham wanted to retain the car park and were concerned that it would be lost if it was sold.

Mrs Oliver thanked Fakenham Town Council for all the work they had done on this project. The future of coach parking at Highfield Road was a topic that should be considered in the working group.

Mrs A Claussen-Reynolds referred to surveys and other work that she and Mr R Reynolds had carried out. She said she was delighted that Mrs Oliver had listened to the views of residents.

It was proposed by Mrs J Oliver, seconded by Mrs A Claussen-Reynolds and

RESOLVED

- 1. That the Highfield Road Car Park in Fakenham be retained as a public car park owned and operated by the District Council, but that charges are introduced at the car park in accordance with other "Standard Tariff" car parks as detailed within the North Norfolk Off-Street Parking Order.**
- 2. That the North Norfolk Off-Street Parking Order be amended accordingly and be the subject of statutory consultation, with the aim of introducing charges at this location from 1st April 2018.**

And to recommend to Full Council:-

That a capital budget be established of £75,000 to fund the proposed improvement works, to be financed by capital receipts.

Reason for the decision:

Sound management of the Council's land and property assets in a way which meets the needs of the community.

72. IMPROVED ACCESSIBLE TOILET AND PARKING FACILITIES, WELLS- NEXT-THE -SEA

The Portfolio Holder for Corporate Assets, Mrs J Oliver, presented the report. The proposal, subject to the agreement of the Wells Maltings Trust, was to provide a grant to the Wells Maltings Trust for the provision of a fully accessible Changing Places facility within the new Maltings development or for the Council to fund such provision, with a view to changing the Staithe Street Public Car Park (owned and operated by the District Council) to Blue Badge holders parking only. NNDC was consulting with Wells Town Council about additional disabled car park spaces.

There were not enough Changing Places facilities in the District which had some of the highest levels of older people in the country and a high concentration of people suffering from dementia. North Norfolk was a tourist area and facilities were needed for visitors as well as residents with health conditions.

Provision of the facility at the Maltings was completely separate from the discussions regarding Beach Road. It would be an additional facility provided by NNDC.

Mr N Dixon said that the proposal made good sense especially as it involved partnership arrangements.

Mr S Hester, a Member for Priory Ward expressed wholehearted support for the project. The other Member for Priory, Mr V FitzPatrick, was unable to attend the meeting but had communicated with the Chairman that he was fully in support of the proposal and regarded it as part of the ongoing work to make Wells-next-the-Sea a Dementia Friendly town.

It was proposed by Mrs J Oliver, seconded by Ms M Prior and

RESOLVED

- 1. That the District Council provides a capital grant to the Wells Maltings Trust to provide a fully accessible Changing Places facility within the Maltings development or directly funds such provision with a budget of up to £40,000 as part of the wider Wells Maltings and Sackhouse development, with the facility being promoted for use by visitors to the town with special care needs**
- 2. That the District Council consults with local stakeholders on a proposal for the Staithe Street Car Park in Wells to be designated for use by Blue Badge users only, recognising the reduced number of spaces available at this location once development of adjoining properties, including the Wells Maltings, is complete.**

And to recommend to Full Council:-

That a capital budget be established of £40,000 to fund the proposed provision of a Changing Places facility in the Wells Maltings development, or as part of the wider Wells Maltings and Sackhouse development, to be financed by capital receipts.

Reason for the decision:

To improve the provision of visitor facilities in Wells-next-the-Sea for visitors with disabilities and their carers / supporters

The meeting ended at 10.40am

Chairman