

**CABINET – 05 February 2018  
Decision List**

**Notes:**

All decisions in this Decision List which are not identified as RECOMMENDATIONS to Council are capable of being "called-in" under Section 8 of Chapter 4, Part 3 of the Constitution. If not called-in, they will take effect on the expiry of 5 clear working days after the publication of this decision list.

For the avoidance of doubt, the deadline for a call-in request for this decision list will be **13 February 2018**

The officer listed as taking action will generally be the author of the original report unless otherwise notified to the Democratic Services Team.

**ACTION BY**

**ITEM 8: RECOMMENDATIONS FROM PLANNING POLICY & BUILT HERITAGE  
WORKING PARTY**

**FROM THE MEETING OF 13 NOVEMBER 2017:**

1. **LOCAL PLAN – ACCOMMODATION NEEDS ASSESSMENT, GYPSIES,  
TRAVELLERS, AND TRAVELLING SHOWPEOPLE, BOAT DWELLERS AND  
RESIDENTIAL CARAVAN DWELLERS**

**DECISION RESOLVED**

**To note the contents and publish the Norfolk Caravans and Houseboats Accommodation Needs Assessment (ANA) including for Gypsies, Travellers and Travelling Showpeople as a source of evidence to support the emerging Local Plan for North Norfolk and be used as a basis of further work and policy development.**

2. **LOCAL PLAN – APPROACH TO POLICY DEVELOPMENT – WIND ENERGY**

**DECISION RESOLVED**

**That Option 2 be used as a basis for further work and policy development subject to the specific exclusion of SSSIs, in combination with further investigation into possible allocations on airfield sites.**

Mark Ashwell  
Planning Policy Manager  
01263 516325

<p><u>FROM THE MEETING OF 11 DECEMBER 2017</u></p> <p><b>DECISION RESOLVED</b></p> <p>To note the contents and publish the 2017 Level 1 Strategic Flood Risk Assessment (SFRA) including the associated PDF mapping and GIS layers as a source of evidence to support the emerging Local Plan for North Norfolk and be used as a basis of information across the district.</p>	
<p><u>ITEM 10: ESTABLISHMENT OF CABINET SUB-COMMITTEE</u></p> <p><b>DECISION RESOLVED</b></p> <p>1. Approve the Terms of Reference for the Vattenfall Sub-Committee 2. Appoint Members to the sub-committee (as outlined within the ToR)</p>	<p>Emma Denny Democratic Services Manager 01263 516010</p>
<p><u>ITEM 11: HOUSING ALLOCATIONS SCHEME</u></p> <p><b>DECISION RESOLVED:</b></p> <p>To approve and adopt the new Housing Allocations Scheme.</p>	<p>Nicola Turner Housing Strategy and Community Support Manager 01263 516222</p>
<p><u>ITEM 12: DIGITAL TRANSFORMATION PLAN UPDATE</u></p> <p><b>DECISION RESOLVED:</b></p> <p>1) That Cabinet notes the progress made on the Digital Transformation Programme over the last 4 years. 2) That a second phase of the Programme is approved, with draw down of the Programme budget subject to business cases being approved by Cabinet. 3) That Cabinet approves the following staffing changes: a) the establishment, on a permanent basis, of three new posts as described in</p>	<p>Nick Baker Corporate Director and Head of Paid Service 01263 516221</p> <p>Sean Kelly Head of Business Transformation &amp; IT 01263 516276</p>

<p><b>section 5.1.2 of the report</b></p> <p><b>b) the temporary posts described at section 5.1.3 of the report, at a cost of £89,000 to be funded from the Programme budget once established.</b></p> <p><b>4) That Cabinet continues to receive a six monthly progress update on the Programme</b></p> <p><b>5) That a programme of IT support for members is developed prior to the 2019 Council elections.</b></p> <p><b>To recommend to Full Council</b></p> <p><b>6) That Council approves, as part of the 2018/2019 budget,</b></p> <p><b>a) the establishment of a Programme budget of £940,000 as detailed in the report to be funded from the Invest to Save reserve</b></p> <p><b>b) the necessary growth in the IT service budget of £119,000 to fund the additional permanent posts identified in Section 5.1.2 of the report.</b></p>	
<p><u>ITEM 13: TREASURY MANAGEMENT STRATEGY STATEMENT 2018-19</u></p> <p><b>DECISION RESOLVED:</b></p> <p><b>To recommend to Full Council that the Treasury Management Strategy Statement is approved.</b></p>	<p>Lucy Hume Chief Technical Accountant 01263 516246</p>
<p><u>ITEM 14: CAPITAL STRATEGY 2018/19</u></p> <p><b>DECISION RESOLVED:</b></p> <p><b>To recommend to Full Council that the Capital Strategy and Prudential Indicators for 2018-19 are approved.</b></p>	<p>Lucy Hume Chief Technical Accountant 01263 516246</p>

<p><u>ITEM 15: ASSET MANAGEMENT PLAN</u></p> <p><b>DECISION RESOLVED:</b></p> <p><b>To approve the following:</b></p> <ol style="list-style-type: none"> <li>1. <b>The Commercial Property Investment Strategy (Appendix B).</b></li> <li>2. <b>The Acquisition Policy (Appendix C).</b></li> <li>3. <b>The Disposal Policy (Appendix D).</b></li> <li>4. <b>The Asset of Community Value Procedure and Guidance (Appendix E).</b></li> <li>5. <b>Use of Council property assets for events Appendix (F)</b></li> </ol> <p><b>To recommend to Full Council to approve</b></p> <ol style="list-style-type: none"> <li>6. <b>The Asset Management Plan as the basis for the strategic framework for asset management (Appendix A).</b></li> <li>7. <b>The amendments to the Constitution as highlighted within (Appendix G).</b></li> <li>8. <b>£2m allocated as a local property capital fund for acquisitions as described in the Acquisition Policy (Appendix C)</b></li> </ol>	<p>Renata Garfoot Estates and Asset Strategy Manager 01263 516086</p>
<p><u>ITEM 16 RATE RELIEF POLICY</u></p> <p><b>DECISION RESOLVED</b></p> <p><b>To note this report and recommend to Full Council that the Rate Relief Policy is revised as indicated in Appendix A, B and C.</b></p>	<p>Sean Knight Revenues Manager 01263 516347</p>

**ITEM 17: 2018/19 BUDGET REPORT**

**DECISION RESOLVED:**

**To agree and where necessary recommend to Full Council:**

- 1) The 2018/19 revenue budget as outlined at Appendix A;**
- 2) The surplus of £747,882 is allocated to the Invest to Save reserve as outlined in the report;**
- 3) The demand on the Collection Fund for 2018/19, subject to any amendments as a result of final precepts still to be received be:
  - a. £5,909,655 for District purposes**
  - b. £2,210,812 for Parish/Town Precepts;**This reflects the recommended Council Tax increase of £4.95 for the District element for an average Band D property.**
- 3) The statement of and movement on the reserves as detailed at Appendix D;**
- 4) The updated Capital Programme and financing for 2018/19 to 2020/21 as detailed at Appendix E;**
- 5) Slippage in the Capital Programme is shown at Appendix F;**
- 6) Agree any required funding and changes to Reserves in terms of phase 2 of the Digital Transformation programme and Property Investment Fund;**
- 7) That Members note the current financial projections for the period 2019/20 to 2021/22;**

Duncan Ellis  
Head of Finance and Asset Management  
01263 516330