

CABINET MEMBERS REPORT TO COUNCIL

24 September 2025

COUNCILLOR L SHIRES - CABINET MEMBER FOR FINANCE, ESTATES & PROPERTY SERVICES

For the period July to September 2025

1 Progress on Portfolio Matters.

Working with the local member to develop a programme of works for general improvements to the amenity area to the west of the Leas public conveniences. Works to the horsebox shelters is complete as is improvement to cabling and lamping to 11 lamp columns along the pathway east & west of the Leas shelter. Further works have now been scoped with the local member and will focus on removal of the water features and creating a picnic area adjacent to the new play area.

Working with the Climate & Environmental Policy Manager for energy efficiency and improvement works to Holt Road offices to include improvements to existing roof PV's, electric vehicle charging points and new boilers.

Working with Countryside and Leisure to support delivery of an electrical supply at Holt Country Park (HCP).

Further works at HCP to include provision of an ECO classroom, Design proposals and budget estimate costs for the classroom have been received and are being considered. Works have now been scoped and modular build ordered. Refurbishment of the existing public convenience and design and installation of a new foul storage system. Bat license has been sought and building control application submitted. The programme for these works is October this year.

Further works at Holt Country Park include increasing the outdoor play provision to include more accessible items of play. These works are being scoped now.

Other works for Countryside and Leisure include provision of changing facilities at Cabbell Park. Design proposals and budget estimate costs for the changing rooms have been received and are being considered.

Scoping works and design proposals for works at the Marrams Sunken

Gardens in Cromer are progressing. Works here will include removal of water features replacing with low maintenance planting and improvements to footpath lighting. Footpath surfacing and lighting works have been instructed, and we are now actively seeking design options for the works to the sunken gardens.

Pier sub structure survey has been completed and is currently being reviewed. The report identifies areas requiring immediate attention. This includes full rope access solutions below the decking and divers in the water. The survey will assess the structural integrity of the pier and recommend a sequence of works required over the next 5-year period. A capital bid for these phased works will be submitted.

Pier donation stations have been installed and are working.

Collaborative working with Corporate H&S and Estates to review NNDC asbestos management procedures following audit by the HSE. This work has now been completed and requires no further action from the HSE.

Continued collaborative working with Housing Options on the target hardening scheme for vulnerable persons.

Continue to work with Housing Options on inspecting and maintaining temporary accommodation and refugee accommodation.

Collaborative working with Estates, Housing Options and Corporate H&S to develop corporate policy and procedures to comply with Awaab's law due to come into effect in October this year.

Estates have handed over to Property Services their current and future project workload.

Rocket House restaurant works are complete.

Rocket House ground floor public conveniences are now open.

RNLI Henry Blogg museum damp monitoring has been extended for a further three months with secondary monitoring schedule being undertaken by Property Services.

Daniel Connal Partnership are now preparing tender documents for the tanking works to the museum along with associated repairs and redecorations both internally and externally.

A consultant has been appointed for the proposed refurbishment of the Pier auditorium to get the project moving forward so an expression of interest can be submitted for potential external funding. We are now progressing this to the scoping stage.

Reef remedial works are currently WIP. Rectification to the fire alarm system

is complete. New undercroft escape hatch has been delivered and is due for installation the same time as the high-level lighting works are undertaken in late October. There will be a possible 10-day closure of the pool. Car park drainage remedial works will also be completed during this phase.

Works to defective solar panels have been completed.

Cedars remedial works are in progress with further investigations required for damp ingress.

Works to the Watch House Cromer have been scoped and a consultant appointed. A structural engineer has been appointed for the cliff stabilisation, and we expect to receive the design proposal shortly for tendering. The design proposal has been received and has been approved by consultants retained by the owner of the Watch House. Planning permission has been submitted, and tender documents are being prepared.

We have engaged MacKinnon Construction for early contractor involvement to discuss methodology and buildability

Scoping and programming at the Marrams bowls club for complete removal of existing flat roof structures and replacement with new system.

This work will include complete removal of asbestos containing material as well as new lighting and ceilings throughout. We are now actively seeking design options for these works.

Designs for North Lodge pay & display car park have been received with some changes required before planning is submitted. Planning application has now been submitted, and tender documents are being prepared. We are looking for delivery here by June 2026.

Evaluating options for roof removal / repairs at Cornish Way and Catfield industrial units. We are now actively seeking quotations for these works.

Scoping works to the Donkey Shelter as part of the chalet refurbishment programme. We are now actively seeking quotations for these works.

Scoping and programming are now underway for the public convenience efficiency programme. Proposals will be completed and forwarded to the decarbonisation board for consideration. LABC and planning have been consulted and a structural engineer appointed to advise of suitability of roofs for load bearing purposes.

The corporate consultant framework contract is now live with all successful suppliers appointed.

The new Concerto asset management database system is undergoing final implementation checks and is expected to go live in the coming weeks.

A contract for the capital programme of church boundary walls has been

awarded and works are being programmed for September. These works have now been awarded, and we are now at the programming stage. We will undertake these works alongside the Cromer Museum planter retaining works.

We are now actively working with the corporate project management and programming team on various live and upcoming projects.

Planning to review the number of free issue car parking permits issued to voluntary organisations specifically on promenade areas.

2 Forthcoming Activities and Developments.

Started looking into budget saving proposals for the next financial year.

Working up the capital bid programme for financial year 26/27

Working with EELGA on options for temporary housing solution.

Membership of steering group to review EELGA options.

Recommendations from this report are now being implemented.

Potential improvement works at Sheringham Little theatre subject to external funding.

3 Meetings attended

7 July 2025

8 September 2025