

## Record of Decisions taken under Delegated Authority (Appendix A)

Delegated Power being exercised; <i>Constitution ref</i>	Key Decision y/n	Officer / Member exercising Delegation	Details of decision made including details of Committee meeting (if 'express' delegation by Cabinet or Full Council)	Date of decision	Date Reported to Cabinet
Chapter 6, s 5	no	Cara Jordan Monitoring Officer	To temporarily appoint District Councillor <b>Angela Fitch-Tillett</b> (Poppyland Ward) and County Councillor <b>Ed Maxfield</b> (Mundesley Division) as temporary Parish Councillors for Trimmingham Parish Council which finds itself inquorate due to recent mass resignation  Full Council gave delegation to the Monitoring Officer to make temporary appointments to parish councils at the meeting held on 20 <sup>th</sup> September 2023.	04 Dec 2025	02 Feb 2026
Chapter 6, s 4.1a	No	Rob Young	Enter into contract with JBA Consulting Ltd for the design, contractor tender document and technical support during construction phase of the Overstrand Coast Protection Scheme  Full Council authorised the decision to proceed with the Overstrand Scheme on 24 <sup>th</sup> September 2025.	13 Dec 2025	02 Feb 2026
Chapter 6, s 4	No	Rob Goodliffe Coastal Transition Manager	To award a consultant contract to RPA for: Assessing the costs to government of coastal erosion under 'Business as Usual'.  Value: £47,373 excluding VAT	09 Dec 2025	02 Feb 2026
Chapter 6, s 5.1	No	Don MacCallum Director for Resources	Award professional services/consultants contract for:  Coastwise – Coastal Housing Assurance Scheme – Rapid Assessment, Development and Peer Review	03 Dec 2025	02 Feb 2026

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			<p>Awarded to: JBA Consulting</p> <p>Value: £72,000 +VAT with an addition up to 50% increase for associated items</p>		
Chapter 3, Part 3(1)	No	Iain Withington Acting Planning Policy Manager	<p>Cabinet 3<sup>rd</sup> September 2025</p> <p><b>Endorsement of the Updated Joint Norfolk Strategic Planning Framework –</b> To give delegated authority to the Acting Planning Policy Manager to make necessary minor/factual amendments, following the progress of the framework through other local authorities, (September – Dec 2025) prior to signature &amp; publication</p> <p>Decision taken:</p> <p>The document format was updated it is not materially different to the previous version of the document. The only change is to the look and feel of the document addressing accessibility issues. The document will be hosted / published by the NSF early 2026</p>	27 Jan 2026	6 <sup>th</sup> July 2026
Chapter 3, Part 3(1)	No	Rob Young AD for Sustainable Growth	<p><b><u>Cabinet – January 3<sup>rd</sup> 2023 – Decision 3.</u></b></p> <p><i>That Cabinet agrees the development and delivery of the Stage 1 Coastal Transition Support Package and authorises the Director for Place and Climate Change, in consultation with the Coastal Portfolio Holder, to undertake any necessary amendments to the package provided they are within the Coastwise budget</i></p> <p>Approve application to Coastwise Transition Support Fund: Exploring potential housing opportunity at Trimingham.</p>	22 April 2026	6 <sup>th</sup> July 2026

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			<p>Funding for professional services and surveys to prepare pre-planning application documentation for a site for potential replacement housing, social housing, replacement infrastructure and to support the aspirations of the landowner/developer.</p> <p>Total cost approx. £10,700 +Vat. With NNDC prior notification and agreement, the addition of survey costs up to £25,500.</p> <p>Total cost :£36,200 +Vat</p>		
Chapter 3, Part 3(1)	No	Rob Young AD for Sustainable Growth	<p><b>Cabinet – January 3<sup>rd</sup> 2023 – Decision 3.</b></p> <p><i>That Cabinet agrees the development and delivery of the Stage 1 Coastal Transition Support Package and authorises the Director for Place and Climate Change, in consultation with the Coastal Portfolio Holder, to undertake any necessary amendments to the package provided they are within the Coastwise budget</i></p> <p><u>Decision taken:</u> Approve application to Coastwise Coastal Community Transition Fund: Electronic Tourist Information Points</p> <p>Funding for three ETIPs (to be sited at Cromer, Mundesley and Overstrand). This will provide coastal information, which will also be available at other ETIPs locations in North Norfolk. Cost £31,533 for the purchase and installation of the equipment. Materials will be provided to VNN to install and manage on the devices. Ownership and management by VNN.</p> <p>Total cost: £31,533</p>	22.04.2026	6 <sup>th</sup> July 2026

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Chapter 3, Part 3(1)	No	Don McCallum S151 Officer Director for Resources	<p><b>Cabinet 6<sup>th</sup> October 2025</b></p> <p><u>FLASH - Public Sector Decarbonisation Grant</u></p> <p>There was sufficient budget and resource to include decarbonisation of the main FLASH Building within the project to upgrade existing facilities and construct a new pool hall. It is clearly more efficient to include within the governance of the main project and to ensure there are no additional delays</p>	12.06.2026	6 <sup>th</sup> July 2026
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