

Council



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17 July 2018

A meeting of the **North Norfolk District Council** will be held in the **Council Chamber** at the Council Offices, Holt Road, Cromer on **Wednesday 25th July 2018 at 6.00 p.m.**

Emma Denny
Democratic Services Manager

To: All Members of the Council
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

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A G E N D A

1. PRAYER

Led by Reverend Rachael Dines, St Nicholas Church, North Walsham

2. CHAIRMAN'S COMMUNICATIONS

To receive the Chairman's communications, if any.

3. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

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.

4. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

5. MINUTES

(page 5)

To confirm the minutes of the meeting of the Council held on 27th June 2018.

6. 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.

7. PUBLIC QUESTIONS / STATEMENTS

To consider any questions or statements received from members of the public.

8. PORTFOLIO REPORTS

To receive reports from Cabinet members on their portfolios.

*Members are reminded that they may ask questions of the Cabinet member on their reports and portfolio areas but should note that it is **not** a debate.*

- 1) Planning, Planning Policy & Housing– Cllr S Arnold (page 17)
- 2) Environmental Services & Coast – Cllr H Cox (page 23)
- 3) Economic Development & Tourism – Cllr N Dixon (page 27)
- 4) Legal Services & Democratic Services – Cllr J Lee (page 31)
- 5) Finance, Revenue & Benefits – Cllr W Northam (page 33)
- 6) Customer Services, Health & Wellbeing, Leisure– Cllr B Palmer (page 36)
- 7) Asset Commercialisation – Cllr R Price (page 41)

9. RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE 18 JULY 2018

To consider any recommendations from the Overview & Scrutiny Committee meeting held on 18th July 2018.

Please note this meeting was held after the Council agenda was published. If there are any recommendations the Chairman will provide a verbal update.

10. REVIEW OF POLITICAL BALANCE AND ALLOCATION OF SEATS TO COMMITTEES (page 43)
(Appendix A – p.47)

Summary: Following further changes to the membership of the political groups at North Norfolk District Council, the Council is required to review the allocation of seats on committees, sub committees and working parties to reflect the political balance of the Council, in accordance with Section 15 of the Local Government and Housing Act 1989 and regulations made thereunder.

Conclusions: Following a change in the political balance it is necessary to review the allocation of seats on committees, sub-committees, working parties and panels.

Recommendations:

- 1. That Council approves the revised political balance calculation as per section 2.4 of this report**
- 2. That Council approves the allocation of seats to political groups as shown at Appendix A**
- 3. That delegation is given to the Group Leaders to make any appointments to committees, sub-committees, working parties and panels (in line with the political balance).**

11. VICTORY HOUSING TRUST – DEED OF VARIATION (page 48)
(Exempt Appendix – p.51)

Exempt Appendices** ** NOT FOR PUBLICATION – BY VIRTUE OF PARAGRAPH 5 OF PART 1 OF SCHEDULE 12A (AS AMENDED) OF THE LOCAL GOVERNMENT ACT 1972

A report outlining the proposed partnership between Victory Housing Trust (Victory or the Trust) and Flagship Housing Group Limited (Flagship) and the seeking of consent for a proposed change to the Trust's Articles to enable the partnership to proceed.

(Steve Blatch, Head of Paid Service)

12. TO RECEIVE THE APPROVED MINUTES OF THE UNDERMENTIONED COMMITTEES

Members are requested to note that the minutes of the undermentioned committees have been approved. Copies of all the minutes are available on the Council's website or from Democratic Services.

- 1) Cabinet – 14 May, 11 June 2018
- 2) Development Committee – 11 June 2018
- 3) Overview & Scrutiny Committee – 23 May 2018
- 4) Governance, Risk & Audit Committee – 27 March 2018

13. QUESTIONS RECEIVED FROM MEMBERS

None received

14. OPPOSITION BUSINESS

None received

15. NOTICE(S) OF MOTION

None received

16. EXCLUSION OF PRESS AND PUBLIC

To pass the following resolution – if necessary:

“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph(s) _ of Part 1 of Schedule 12A (as amended) to the Act.”

17. PRIVATE BUSINESS

Circulation:

All Members of the Council.

Members of the Management Team and other appropriate Officers.

Press and Public

COUNCIL

Minutes of a meeting of North Norfolk District Council held on 27 June 2018 at the Council Offices, Holt Road, Cromer at 6.00 pm.

Members Present:

Mrs S Arnold	Mr M Knowles	Mr E Seward
Mr D Baker	Mr J Lee	Mr R Shepherd
Dr P Butikofer	Mrs B McGoun	Mr B Smith
Mrs S Butikofer	Mrs A Moore	Mr N Smith
Mrs A Claussen- Reynolds	Mr W J Northam	Mr R Stevens
Mr N Coppack	Mrs J Oliver	Mrs V Uprichard
Mrs H Cox	Mr N Pearce	Ms L Walker
Mr N Dixon	Mr S Penfold	Mrs K Ward
Mr T FitzPatrick	Mr R Price	Mr D Young
Ms V R Gay	Mrs M Prior	
Mrs A Green	Mr J Punchard	
Mrs P Grove-Jones	Mr J Rest	
Mr B Hannah	Mr R Reynolds	

Officers in Attendance: The Corporate Director (NB), the Monitoring Officer, the Head of Finance & Assets, the Communications and Marketing Manager and the Democratic Services Manager

Press: Not present

13. PRAYERS

The Chairman invited Reverend Cartwright, Beeston Hall School, to lead prayers

14. CHAIRMAN'S COMMUNICATIONS

The Chairman began by saying that Reverend Cartwright had kindly agreed to act as his chaplain for his civic year and that he very much looked forward to working with him.

The Chairman then advised Members that he had arranged for glasses to be placed in the Members' Room for use during meetings. This would minimise the number of plastic cups being used as the Council moved towards eradicating their use completely.

He then spoke about the recent death of Cliff Jordan, Leader of Norfolk County Council, saying that he had become leader of the County Conservative group in March 2015 before becoming council leader in May the following year. Mr Jordan had been a very committed councillor, serving on Breckland District Council from May 1991 until May 2015, and was leader of that authority from 1998 to 2005. The Chairman informed Members that Mr Jordan's funeral would take place on 6th July.

He then spoke of Mr Roy Haynes death, just a few hours before his wife Audrey. Mr Haynes was a former NNDC councillor. He had been deputy leader of the Council as well as Chairman

of the Health & Works Committee. Mr Haynes' commitment to helping his local community was renowned and he would be missed. Condolences from Members would be passed onto Mr Haynes' family.

Moving onto happier news, the Chairman congratulated Cllr Hilary Cox on her recent MBE for services to local government and the community of North Norfolk. He spoke about Cllr Cox's time as Mayor of Cromer, her establishment of the Crab and Lobster festival and her ongoing involvement with the Sea Scouts. He said the Council was delighted to see her efforts recognised.

The Chairman then outlined recent civic events that he had attended including the civic service for Norfolk County Council which had begun with a street procession. The service itself had been very moving and he had met representatives from his nominated charity, EACH and the Dean of Norwich, who had agreed to lead prayers at a future Council meeting. He had also attended the civic reception and airshow at Great Yarmouth and then the civic service for the Mayor of North Walsham Town Council – both very enjoyable events.

15. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

None received

16. APOLOGIES FOR ABSENCE

Ms J English, Mrs A Fitch-Tillett, Mr V FitzPatrick, Mrs M Millership, Mr P W Moore, Ms B Palmer, Mrs G Perry-Warnes, Mr P Rice, Mr D Smith, Mrs L Walker

17. MINUTES

The minutes of the meeting held on 30th May 2018 were approved as a correct record and signed by the Chairman, subject to the following amendment: Mr R Stevens was present at the meeting.

18. ITEMS OF URGENT BUSINESS

None

19. PUBLIC QUESTIONS OR STATEMENTS

Mr R Gibson had submitted the following statement:

'Some ten years ago I raised issue with the District Council, over the out-right purchase of the land in question. This was also notified to the Council Leader at the time – my views were found not to be acceptable.

Councillor Tom Moore was paying £100.00 per acre for his farm land at this time, when I advised him of the site rental being £15,000.00 p.a. (this land being less than an acre), he was horrified. He took issue with the Councillors concerned, only to be told "this is not our money ", he was not amused by their comments.

To date, the land-owner has received £150,000.00 for this rental term. This sum is now likely to rise following review, at the expense of the North Norfolk rate -payers.

Council, I urge you to unpick the bad judgement of past administrations, otherwise this excessive charge will be hung like a 'mill-stone' around the rate-payers necks for ever, together with – likewise – the Cromer site.'

The Chairman invited Cllr R Price, Portfolio Holder for Asset Commercialisation to respond. Mr Price read out the following statement:

'North Norfolk District Council operates two Short Stay Stopping Place facilities for Gypsies and Travellers – one adjacent to the District Council's offices at Cromer and the second on the A148 road to the north-east of Fakenham.

These facilities were developed in 2008 in response to an historic pattern of unauthorised encampments in the District where Gypsies and Travellers occupied common land, public car parks and stopped up lay-bys, resulting in local community tensions and costs to the District Council in going through legal processes to secure the removal of Gypsies and Travellers from such land and associated costs of site clearance etc.

The facilities at Cromer and Fakenham were funded through capital grants from Central Government on land leased from local landowners. The sites for these facilities were identified through an extensive community consultation process and the District Council was advised on the leasehold terms for the land by the District Valuer. The valuation advice reflected the special use of the land and did not reflect traditional agricultural values.

It is now some ten years since the facilities at Cromer and Fakenham were provided and they have proved to be of significant value to the local council tax payer and local communities in that with the exception of the high-profile event last August when a large group of travellers occupied the Runton Road car park site in Cromer; the provision of the Short Stay Stopping Place facilities has allowed both the District Council and local police to effectively manage Gypsy and Traveller visits to the area at minimal cost to local people.

The current leases on the two Stopping Place facilities come to an end during 2018 and officers have obtained advice as to the options available to the Council in seeking to retain the facilities moving forward. A confidential report in this respect was therefore presented to the Council's Cabinet at its meeting of 14th June 2018.

This report laid out a number of options for the authority including:-

- withdrawing from the provision of these facilities which was rejected because to do so would mean that there was no effective means of the authority managing unauthorised encampments in the District in the future;
- purchasing the sites outright, although neither landowner was willing to sell the land required for the facilities; or
- the authority continuing to lease the land required for the facilities.

Again the District Council received valuation advice as to the freehold and leasehold options available to the Council, and, as the two landowners were unwilling to consider the sale of the land to the Council, Cabinet agreed to extend the current leases for a further ten years recognising the capital investment previously made in the provision of these facilities with Government funding.

In comparison to the uncertainty and costs which would otherwise be faced by local communities and the District Council in managing unauthorised encampments in the District, it is believed that the continued lease of the land for the two sites represents good value for money for local council tax payers. This position will however be kept under ongoing review.'

The Chairman invited Mr Gibson to reply. He said that it was 'shameful' that the Council had to pay for the sites and that they should have been purchased when they were established.

20. PORTFOLIO UPDATES

The Chairman invited each Portfolio to introduce their reports:

1. Cllr J Lee, Leader of the Council, said that he had nothing further to add to his report. Cllr S Bütikofer asked for clarification on the reference to a new committee system. The Democratic Services Manager explained that this was a software system for managing the organisation of committee meetings.
2. Cllr S Arnold, Portfolio Holder for Planning and Planning Policy, said that her portfolio areas were very busy at the moment. She informed Members that a new Head of Planning had been appointed and that he would start working at NNDC on 23rd July 2018. Cllr D Young asked about an historical audit recommendation insuring that s106 procedures were robust. He pointed out that this was a recommendation from 2011 and he asked when it would be addressed. Cllr Arnold replied that the number of outstanding s106 agreements was falling and that some were currently with applicants and solicitors. The Head of Legal added that processes were being put in place to formally record s106 procedures and guidance was also being issued to officers. She said that a written update could be provided.
3. Cllr B Palmer was not present. Cllr S Bütikofer referred to the figures on page 24 of the update for Customer Services. She said that the percentage of face to face enquiries seemed high at 62.7% and she requested data for previous years so that a comparison could be made. It was agreed that a written response would be provided.
4. Cllr R Price said that he had nothing further to add to his written update.
5. Cllr H Cox said that it was a very busy time for Environmental Services who were going through a business process review and overseeing the transition of garden waste payments to online, with letters having gone out to householder encouraging them to move to electronic payment. She referred to the recent success of the Antiques Roadshow in Cromer and commented on the role that NNDC staff had played in supporting it. Cllr Cox then informed Members that the Bagot goats on the cliffs at Cromer may be moved if the ground remained dry but that they would be returned once it was safe to do so. She concluded her update on environmental health by saying that the community fridge in Fakenham was the most successful in Norfolk. Cllr Cox then spoke about her coastal portfolio, commenting on the success of the Blue Flag launch event and informing Members of the re-cutting of the Happisburgh ramp to enable access for residents and visitors. Cllr A Claussen-Reynolds said that the community fridge in Fakenham had only been installed in November 2017 and its success was down to the support and hard work of the First Focus Manager, April Simnor.
6. Cllr N Dixon said that he had nothing further to add to his report.
7. Cllr Northam had nothing further to add to his report. He extended his thanks to the Finance Team for their continued support and hard work.

21. RECOMMENDATIONS FROM CABINET 05 JUNE 2017

a) 2017/18 OUTTURN REPORT (PERIOD 12 BUDGET MONITORING REPORT)

The Portfolio Holder for Finance, Mr W Northam, introduced this item. He explained that the report presented the outturn position for the 2017/18 financial year and included a General Fund underspend of just over £249,000 and a transfer from the Collection Fund in relation to Business Rates of £745,000 giving an overall General Fund surplus of just over £994,000. Details were included within the report of the more significant year-end variances compared to the current budget for 2017/18. The report also made recommendations for contributions to reserves as applicable for future spending commitments. An update to the current capital programme was also included.

Whilst there were options available for earmarking the underspend in the year, the report made recommendations that provided funding for ongoing commitments and future projects.

The final position allowed for £501,386 of budget and grant underspends to be rolled forward within Earmarked Reserves to fund ongoing and identified commitments for which no budget

had been allocated in 2018/19. The position as reported would be used to inform the production of the statutory accounts which will then be subject to audit by the Council's external auditors Ernst and Young.

Members were invited to speak:

Mr E Seward said that the report had been discussed in depth at Overview and Scrutiny Committee and that he wanted to bring two issues to the attention of Council. Firstly, the surplus of £2m. He said that Members would hear about the projected financial deficit when the Medium Term Financial Strategy (MTFS) came forward for consideration in the Autumn. However, it should be noted that the Outturn report covered what had actually happened and back in 2016 it was forecast that the Council would have a surplus of just £200k at this stage, when the reality was £2m. He went on to say that in 2016 there was also a forecast deficit of £1m but that he was sceptical of such predictions as historically they did not materialise.

He then said that the Council was carrying reserves of £21.7m. He acknowledged that reserves were needed and earmarked reserves were set aside for specific projects. However, in 2011 the reserves were at £4.1m and he wondered why they had grown so large.

Mr Northam replied that the Council monitored the reserves closely and had a responsibility to ensure that the earmarked reserves were used for their allocated purpose.

Mr J Lee said that he was pleased to second the recommendations.

The Chairman of the Overview & Scrutiny Committee, Cllr K Ward said that the Overview & Scrutiny Committee had supported the recommendations.

RESOLVED to approve

- a) The provisional outturn position for the general fund revenue account for 2017/18;
- b) The transfers to and from reserves as detailed within the report (and appendix C) along with the corresponding updates to the 2018/19 budget;
- c) Transfer part of the surplus of £994,259 to the Capital Projects Reserve to support the capital programme;
- d) The financing of the 2017/18 capital programme as detailed within the report and at Appendix D;
- e) The balance on the General Reserve of £2.196 million;
- f) The updated capital programme for 2018/19 to 2021/22 and the associated financing of the schemes as outlined within the report and detailed at Appendix E.

b) TREASURY MANAGEMENT ANNUAL REPORT 2017/18

The Portfolio Holder for Finance, Mr W Northam, introduced this item. He explained that it set out the Treasury Management activities actually undertaken during 2017/18 compared with the Treasury Management Strategy for the year. Treasury activities for the year had been carried out in accordance with the CIPFA Code and the Council's Treasury Strategy. Cllr Northam thanked the Chief Technical Accountant and her team for their work.

Cllr J Lee seconded the proposal.

Members were advised that the Overview & Scrutiny Committee had supported the recommendations.

RESOLVED that

The Treasury Management Annual Report and Prudential Indicators for 2017/18 be approved.

c) DEBT RECOVERY 2017/18

The item was introduced by the Portfolio Holder, Cllr W Northam. He informed Council that it was an annual report detailing the Council's collection performance and debt management arrangements for 2017/2018. Cllr Northam explained that writing off bad debts was a necessary function of any organisation collecting money. The Council was committed to ensuring that debt write offs were kept to a minimum by taking all reasonable steps to collect monies due. There would be situations where the debt recovery process failed to recover some or all of the debt and would need to be considered for write off. The Council viewed such cases very much as exceptions and the report identified those debts.

The report summarised the Council's three main income streams and the level of debt associated with each, for the last four financial years. Write-offs for Council Tax, Business Rates and Sundry Income were lower than in the previous year. He concluded by saying that the Council was in the top tier for collection rates and he commended the staff on their continued hard work.

Cllr H Cox MBE seconded the proposal.

Members were advised that the Overview & Scrutiny Committee had supported the recommendations. The Committee had raised concerns about the use of enforcement agents but had been reassured that they were only used as a matter of last resort.

RESOLVED

To approve the annual report giving details of the Council's write-offs in accordance with the Council's Debt Write-Off Policy and performance in relation to revenues collection.

d) REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS

The report was introduced by Cllr J Lee, Portfolio Holder for Electoral Services He explained that the Representation of the People Act 1983 placed a duty on the Council to divide the District into polling districts and to designate polling places for each polling district. The Council also had a duty to keep those arrangements under review. Consequently, the report, outlined the process for undertaking statutory review of polling districts, places and stations and proposed a timetable.

Cllr R Price seconded the proposals.

RESOLVED

To agree to the proposed timetable for the statutory review of polling districts, places and stations.

22. RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE 20 JUNE 2018

There were no further recommendations from the Overview and Scrutiny Committee meeting held on 20 June 2018. However, the Chairman informed Council that the Committee had agreed to establish an Asset Management Working Group to provide democratic oversight of the Council's Asset Management Plan. Delegation had been given to the Group Leaders to appoint members to a politically balanced working group.

23. OVERVIEW & SCRUTINY COMMITTEE ANNUAL REVIEW 2017/18

The Chairman of Overview & Scrutiny Committee, Cllr K Ward, introduced this item. She explained that this was a statutory report outlining the work of the committee during the previous year, highlighting upcoming topics and signposting members of the public to information on requesting items for the committee to consider. She thanked Democratic Services for their help in collating the content. She concluded by saying that once the report was received by Council it would be published on the Council's website.

Cllr S Bütikofer seconded the proposal.

RESOLVED

To receive the Overview and Scrutiny Committee Annual Review 2017-18

24. RECOMMENDATIONS FROM COUNCIL TAX SUPPORT WORKING PARTY 01 JUNE 2018

The Chairman of the Council Tax Support Working Party, Cllr W Northam, introduced this item. He thanked the members of the Working Party for their input. He explained that they had met to review the Council Tax Support Scheme for 2019/20 and had agreed unanimously that it should remain unchanged.

Mr D Young queried the status of the minutes. The Democratic Services Manager confirmed that they were draft and had been included to provide context for the Working Group's decision.

Mr M Knowles seconded the proposal.

RESOLVED

That the Council Tax Support Scheme for North Norfolk should remain unchanged for 2019/20.

25. RECOMMENDATIONS FROM THE CONSTITUTION WORKING PARTY 01 MAY 2018

The Chairman of the Constitution Working Party, Cllr V Gay, introduced this item. She explained that the Working Party had reviewed the format of Portfolio Holder reports to Council and suggested that they were dealt with earlier in the agenda to reflect their value to members.

Mrs H Cox seconded the proposal.

RESOLVED

1. To retain Portfolio Holder Reports but to rename them "Portfolio Reports".
2. To take the reports after the Public Questions item on the Full Council agenda.
3. To set a time limit of one hour for reports and questions.

26. RECOMMENDATIONS FROM GOVERNANCE, RISK & AUDIT COMMITTEE

Cllr J Rest, Chairman of the Governance, Risk and Audit Committee, introduced this item. He explained that the report aimed to give all Members a fuller understanding of the role of the committee and highlight the key issues considered during 2017/18. Mr Rest concluded by thanking Mrs M Howard for her support to the committee over the last year and wished her all the best for the future.

RESOLVED

To receive the Governance Risk and Audit Committee Annual Report 2017/18

27. TO RECEIVE THE APPROVED MINUTES OF THE UNDERMENTIONED COMMITTEES

The minutes of the meetings below were noted as a correct record;

- 1) Cabinet – 16 April 2018
- 2) Development Committee – 19 April, 17 May 2018
- 3) Overview & Scrutiny Committee – 25 April 2018

28. QUESTIONS RECEIVED FROM MEMBERS

None received

29. OPPOSITION BUSINESS

None received

30. NOTICE OF MOTION

The following Notice of Motion had been submitted by Cllr N Lloyd, seconded by Mr E Seward:

‘In the light of the adverse environmental impact that is resulting from the introduction of household DIY waste charges at recycling centres this Council asks Norfolk County Council to reconsider its decision to introduce such charges and withdraw them’

The Chairman invited Cllr Lloyd to introduce the motion. Cllr Lloyd began by saying that everyone would have read recent press reports on fly-tipping. He said his fellow Group members were aware of incidents in Kelling, Cromer, Holt, Sharrington, Field Dalling and Wood Norton as well as the issue of increased waste being left outside the recycling centres out of hours. He concluded by saying that the charging seemed to arbitrary and did not reflect the amount of waste disposed of.

Cllr E Seward said that he seconded the motion and reserved his right to speak.

The Chairman asked the Portfolio Holder for Environmental Services, Cllr H Cox MBE to respond.

Cllr Cox referred Members to the written information on fly-tipping circulated during the meeting. She said that the illegal disposal of waste was unacceptable whatever its source and that Members were right to be concerned about fly tipping which was a blight on the district. She went onto say that NNDC had a zero tolerance approach to fly tipping and a strong history of successful enforcement against those who committed such offences. The levels of fly tipping being reported within the District were relatively low compared across Norfolk and nationally. She explained that Norfolk County Council had introduced charges for some categories of waste disposal at its Household Waste Recycling Centres (HWRC) on the 1st April, removing a previous concession to dispose of a small amount of “DIY” waste per week which had been in place since 2001. The County Council had a budget deficit and had made these changes in preference to closing HWRC sites or reducing hours further.

Cllr Cox said that analysis of the figures for fly tipping levels, for North Norfolk, over the last two years showed an upward trend in numbers reported. This trend pre-dated the introduction of charges for DIY waste and reflected the national trend. As the number of fly tips could vary considerably from month to month, this made direct comparison of Aprils and Mays fly tip numbers, with the same months in previous years, unreliable as an indication of the impact the introduction of charges has had.

Cllr Cox said that in order to appropriately assess whether the introduction of charges for DIY waste had impacted on the number of fly tips within the district, it was necessary to look at the trend over time and officers had advised that this needed to be a minimum of six months. She added that officers had analysed the type of waste that was fly tipped since the charges were introduced and the majority was not the type of waste for which charges had been introduced and would typically be accepted from householders for free in unlimited quantities at Household Waste Recycling Centres. She concluded by saying that it was not possible to state that the introduction of charges for DIY waste had had any impact on the level of fly tipping within North Norfolk and she felt that it would therefore not be appropriate, at this stage, to ask Norfolk County Council to withdraw these charges. However, she had asked officers to closely monitor the number of fly tipping incidents occurring by month and, should this suggest the introduction of charges had led to a greater level, then this should be dealt with through the Norfolk Waste Partnership Board.

Members were invited to speak:

1. Cllr S Penfold queried whether the figures in the circulated report were collated by the County Council or NNDC. The Head of Paid Service (NB) said that they were compiled by NNDC as the authority responsible for dealing with fly-tipping.
2. Cllr J Punchard said that the whole county was likely to be affected if there was a problem with increased fly-tipping and he reminded members that the recycling centre in his ward of Fakenham waste adjacent to the Borough of Kings Lynn and West Norfolk.

Cllr E Seward thanked Cllr Cox for her response. He said that he believed the new charges discouraged people from visiting recycling centres as demonstrated by a 12% drop in numbers during May 2018. This had wider implications as it would result in a reduction in tonnage collected thus reducing recycling credits. This was exacerbated by the clean-up costs for fly-tipping which had increased by 65% between April 2017 and April 2018. He went on to say that the public were not happy with the new charges as demonstrated by a petition that had received over 6000 signatures. Cllr Seward said that despite being a county councillor he had never previously heard the claim that the charges were introduced to prevent closure of the recycling centres. The anticipated income of £280k was less than 1% of the County Council's capital budget and he queried whether it was worthwhile.

Cllr Seward then said that reports of fly-tipping did not always reflect what actually happened and he wondered where all of the waste was going if it was not going to the recycling centres. He concluded by saying that decision to impose charges was legally dubious as it concerned the definition of construction and demolition waste versus household waste – and common sense dictated that it would not be helpful to waste another 6 months waiting to see the impact of increased fly-tipping.

The Chairman said that he would allow the Leader, Cllr J Lee to speak. Cllr Lee said that he had previously expressed his dislike for the charges but that Cllr Seward was a county councillor and he would be better making the same points at the County Council rather than at NNDC.

Cllr Lloyd concluded the debate by urging Members to support the motion.

Cllr S Bütikofer requested a recorded vote (attached Minutes Appendix A)

RESOLVED

Not to support the motion (16 votes to 15)

31. EXCLUSION OF PRESS AND PUBLIC

RESOLVED

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 3 of Part I of Schedule 12A (as amended) to the Act.

32. PRIVATE BUSINESS

LEASE OF LAND AT CROMER AND FAKENHAM FOR GYPSY AND TRAVELLER SHORT STAY STOPPING PLACE

The report was introduced by Mr R Price, Portfolio Holder for Property and Asset Commercialisation.

The Council operated two Gypsy and Traveller Short Stay Stopping Places at Cromer and Fakenham. These sites were leased for a 10-year term, which were both to expire in 2018.

This paper considered three options; renewing the leases, terminating the lease and freehold acquisition of the land. Details regarding these options could be found in paragraph 7.

Both sites were a valued resource in reducing the costs of managing unauthorised Gypsy and Traveller encampments across the district. It was therefore proposed to seek to retain both sites for future use.

Having had initial discussions with both landowners regarding the future use of these sites, it was proposed to take forward Option 1 as described in item 7.2 of the report.

Members were invited to speak:

1. Cllr E Seward said that in light of the earlier public question it was important to remember that the current leases had been funded by a government grant.
2. Cllr J Oliver commented that following the problem with incursions during August 2017 it would be a good idea to make the case to Government for further funding. The Head of Paid Service (NB) agreed.
3. Cllr J Punchard said that as a retained firefighter he had often been called out to deal with travellers' fires before the sites were in place, however, he did have concerns about the cost of the sites.
4. Cllr B Hannah acknowledged that the sites were expensive but he believed that the cost of moving on unauthorized encampments outweighed this. He referred to previous problems in Sheringham and Cromer
5. Cllr J Rest said that the Fakenham site was in his ward. He had not supported the site initially but felt that it had demonstrated its worth. However, he felt that the renewal of the lease had been left very late and that the process should have started 3 or 4 years ago.
6. Cllr D Young agreed, saying that he did not doubt the importance of the sites but that the process of renewing the leases should have started much earlier.
7. Cllr R Reynolds said that he felt that the Fakenham site was important to the town and surrounding areas but that he too had concerns about the cost implications.
8. Cllr N Dixon said that he had already expressed his concerns and that he was uncomfortable with the decision before him.
9. Cllr T FitzPatrick said that the Fakenham site was vital for dealing with traveller incursions in his ward of Walsingham – particularly during August. He believed that a permanent solution should be found. He reiterated Cllr Oliver's earlier comments about pushing the

Government for more funding reminding Members that the Secretary of State had agreed to look at any proposals following the incursions last summer.

10. Cllr A Claussen-Reynolds said the Fakenham site was vital. She repeated her challenge regarding the numbers using the Fakenham site. The Head of Paid Service said that the figures had been checked and they were correct.

It was proposed by Mr R Price, seconded by Mrs S Arnold and

RESOLVED

- a) **That Delegated Authority is given to the Corporate Director and Joint Head of Paid Service (Steve Blatch) in consultation with the Portfolio Holder for Assets (Cllr Richard Price) to finalise lease renewals for both the Cromer and Fakenham sites to be negotiated on the same terms as the existing leases.**
- b) **An annual revenue budget provision to be established to cover the lease costs over the life of the new lease agreements as outlined in paragraph 12.3, to be reviewed annually, including an annual R&M budget of £1,000 per site.**
- c) **A sum of £10,000 for works to be funded from the Asset Management Reserve.**

The meeting concluded at 7.19pm

Chairman

COUNCIL
RECORDED VOTE FORM

Agenda item: 18 Notice of Motion – DIY waste charges

Date: 26th June 2018

	For	Against	Abst		For	Against	Abst
Arnold, S		X		Northam, W J			
Baker, D		X		Oliver, J		X	
Bütikofer, P	X			Palmer, B			
Bütikofer, S	X			Pearce, N	X		
Claussen-Reynolds, A		X		Penfold, S	X		
Coppack, N		X		Perry-Warnes, G			
Cox, H		X		Price, R		X	
Dixon, N		X		Prior, M		X	
English, J				Punchard, J		X	
Fitch-Tillett, A				Rest, J			X
FitzPatrick, T		X		Reynolds, R		X	
FitzPatrick, V				Rice, P			
Gay, V R	X			Seward, E	X		
Green, A R			X	Shaw, S			
Grove-Jones, P	X			Shepherd, R		X	
Hannah, B J	X			Smith, B			
Hester, S				Smith, D			
Knowles, M		X		Smith, N			X
Lee, J H A		X		Stevens, R		X	
Lloyd, N	X			Uprichard, V	X		
McGoun, B M	X			Walker, L	X		
Millership, M				Ward, K	X		
Moore, A	X			Yiasimi, A			
Moore, P W				Young, D	X		

PORTFOLIO REPORT TO COUNCIL

25 July 2018

COUNCILLOR SUE ARNOLD- CABINET MEMBER FOR PLANNING & HOUSING

For the period June to July 2018

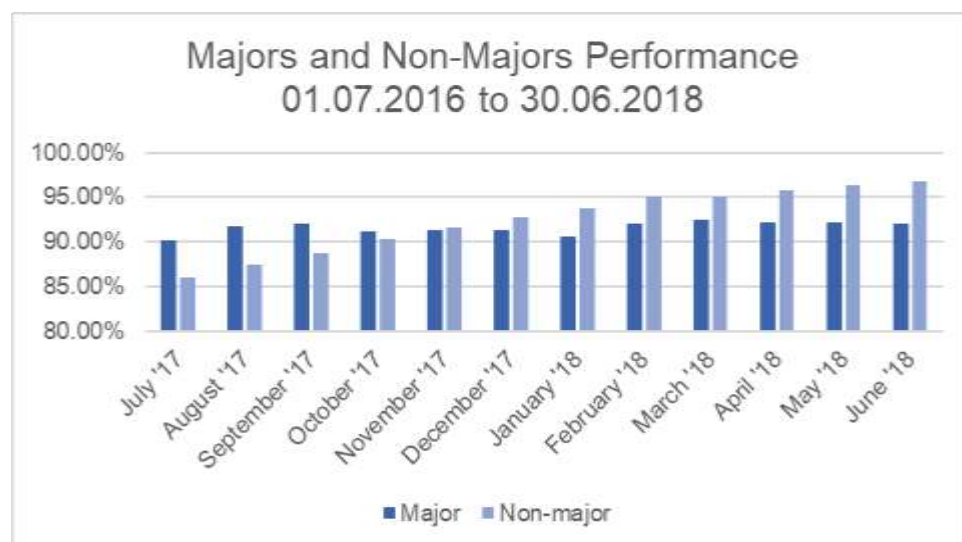
1 Progress on Portfolio Matters.

Following the Head of Planning's departure on 8th June, the department will welcome a Head of Planning, Philip Rowson, on 23 July. He joins NNDC from Suffolk Coastal and brings with him a lot of experience and knowledge.

Development Management Performance

Our focus remains firmly on exceeding the Government targets for major and non-major applications. Our last figures for majors is 92.06% (Government target is 60%) and for non- major 96.83% (Government target is 70%). Graph below demonstrates the continuous improvement.

Blue - major development, light blue – non major development



Development Management

In relation to the above performance figures, in Development Management the next push will be on reducing the overall use of extensions of time. Extensions of time are used when a valid application period for determination

is running out but it is clear that more than the statutory time is genuinely required. Any such agreement must be in writing and set out the timescale within which a decision is expected.

Over the last 24 months cumulative period (1st July 2016 to 30th June 2018) the Development Management service has used extensions of time on approximately 24% of applications. Each officer has an appraisal target to reduce their use of extensions of time to not more than 20% by March 2019.

In the Majors team, use of extensions of time are more prevalent due to the complex and strategic nature of the applications, many of which require S106 Obligations which take the scheme beyond 13 weeks and which therefore rely on dialogue with the applicant/agent to agree a further period of time within which to reach a positive conclusion. Over the same 24 month cumulative period extensions of time were used on 67% of major applications. It is not considered possible or realistic at this time to significantly reduce the dependency on extensions of time for major applications but this position will be reviewed once new pre-application procedures are in place for major applications.

The Development Management team are looking to progress paperless working over the next few months. The first step will be to move to more remote working and then to reduce further the information we currently hold on paper files for live applications and move to electronic storage of information.

A large amount of appeal work has come into the department recently and this is having a knock-on effect on resources. There may be a resulting dip in the performance figures reported against planning applications as a result of increased workload but the good news is that our decisions at appeal are being upheld, which shows we are making the right decisions and have robust processes.

Audit Recommendations

The Planning Service has received a satisfactory audit report which sets out that our processes are robust with some minor recommendations which will be actioned. These include fee reconciliation (being progressed by the admin and finance teams), recommending improvements to condition discharge processes and procedures, ensuring that extension of time on applications are secured ahead of any permission going over time and recommendations to ensure S106 procedures are robust. Managers are working through these recommendations to ensure they are delivered as soon as possible.

Local Plan Review and Planning Policy Matters

A consultation on the new National Planning Policy Framework (NPPF) was published in May. When Government has considered the responses it is expected to be introduced by September 2018. Its provisions build on the

Housing White Paper – ‘Fixing Our Broken Housing Market’ and focus on measures to streamline the Local Plan review process and measures to speed up the delivery of a greater number of homes.

The review of the Local Plan is currently considering the options for future development sites (housing and other land uses) with a view to extensive public consultation on the options available in January next year. Prior to formal public consultation it is proposed to hold a number of events with local Town and Parish Councils to provide details of the up-coming consultation and emerging options.

Members are encouraged to attend the Planning Policy and Built Heritage working group and engage with the process.

Rapid Review of the Local Plan

On 4th July the Overview & Scrutiny Committee undertook a ‘rapid review’ of the Council’s Local Plan. The Planning Policy Manager and the Portfolio Holder were both in attendance to respond to pre-prepared questions from the committee on several agreed themes. The session resulted in a series of recommendations which will be considered further at the Overview & Scrutiny Committee meeting on 18 July. It is hoped that the Members who attended the session found it to be constructive and the ‘rapid’ approach to be beneficial. Feedback so far has been positive.

Conservation, Design & Landscape

Work on the new Landscape Character Assessment and Landscape Sensitivity Study document is well under way. The project is designed to fit with the new Local Plan timetable for consultation and a report is planned to come before Planning Policy and Built Heritage Working Party in August 2018.

Conservation Area Appraisal work for Blakeney, Cley, Wiveton, Morston and the wider Glaven Valley is well under way. Public consultations expected late summer.

Offshore wind farms – Orsted Hornsea Project Three & Vattenfall Vanguard .

Development Consent Order applications have now been submitted for these two separate projects. The Council is in the process of preparing ‘Relevant Representations’ which are a summary of the Council’s comments on each proposal which will inform a Pre-Examination Inquiry). Timescales for making relevant representations are very tight.

Enforcement Appeals

The teams are dealing with more work in relation to Enforcement Appeals. Most notably the decision to enforce against the unlawful operations at

Beeches Farm Tunstead has been appealed by the land owner and will be debated at a Public Inquiry in September 2018. In addition to this, there are six related written representation appeals from individual tenants. We have also recently had two enforcement notices upheld with minor amendments made by the Inspectorate at Aitken House, North Walsham and Dildash House, Great Snoring. The team is reviewing these decisions for any learning opportunities.

Building Control

Annual Figures for 2017/18 show that over 98% of Building Regulation Applications were registered and validated within 3 working days, and over 96% of applications had the first response to the agent within 18 working days. This has been a great achievement by the team, the targets (of 95% for both) were introduced in last year's round of appraisal targets and the team has worked well to achieve these.

2017/18 Fee income remained good with continued self-financing achieved for the fee earning elements of the service. Application numbers remain high with just under 1000 applications received. The team has also increased its number of Partner architects and now runs at 24 (we had 12 in 2014) and enquiries are being received regularly from other agents interested in working with us under the Partner scheme in the future.

The Hackitt Review has now been published with lots of recommendations in a number of areas, but it highlights the possible lowering of standards where competition for enforcement allows a developer to choose the Building Control Service to oversee a project and has recommended that High Risk buildings should only be dealt with by an independent Local Authority body. It remains to be seen if this goes through as no doubt a lot of Approved Inspectors will not be happy with this outcome. The Building Control Manager and Principal Building Control Surveyor attended a conference in Birmingham on the 18 June to get an update from LABC and continue to monitor the situation.

Property Information

The Land and Property Team have won a Gold Achievement Award for the quality of data we hold in the Local Land and Property Gazetteer.

2 Forthcoming Activities and Developments.

Across the whole department the project upgrade to the back office system has commenced. This project will involve a significant amount of time to cleanse our existing data, set up the new system and transfer all our records over. Planning and IT are working closely with the software provider Idox to ensure this project runs as smoothly as it can. The projected end date is currently February 2019.

The Development Management, Majors and Policy teams are out to recruitment at present for 3 Senior Planning Officer posts. Previous rounds of recruitment have been unsuccessful and managers are considering alternative options in conjunction with HR.

NNDC have again had 2 projects short listed for the Eastern Region LABC Awards, with the Conversion of Ebridge Mill near North Walsham and the Partnership between SMG Architects and the NNDC Building Control Service being nominated. The event is being held on 29 June at Kings College Cambridge, so we are hoping for some more success here.

3 Meetings attended

Development Committee meetings
Portfolio Holder meetings
Planning Policy and Built Heritage working Party
Duty to Co-operate Forum
Community led meeting at Trimingham

CABINET MEMBERS REPORT TO COUNCIL

25th July 2018

COUNCILLOR SUE ARNOLD - CABINET MEMBER FOR HOUSING

For the period June to July 2018

1 Progress on Portfolio Matters.

By the end of June, 17 affordable dwellings at Bodham and Holt had been completed of which 13 are for rent and 4 will be sold on a shared ownership basis. One of the rented homes was acquired by Holt Housing Society with financial assistance from the Council's Community Housing Fund.

The Community Housing Fund team are continuing to engage with communities where at least 10% of homes are second and holiday homes, with two community consultation events held in Hickling in July.

On 5 July, the first Community Housing networking event was held at Trimmingham Village Hall. This event was attended by around 30 parish and district councillors representing a number of communities where at least 10% of all dwellings are second or holiday homes. The event was also attended by representatives of four local housing organisations. Attendees took part in workshops on community land trusts and on how to deliver affordable housing.

Recruitment is underway to appoint a Housing Adaptation Officer Apprentice, to work as part of the Integrated Housing Adaptations Team delivering Disabled Facilities Grants.

CABINET MEMBERS REPORT TO COUNCIL

25th July 2018

COUNCILLOR HILARY COX - CABINET MEMBER FOR COAST

For the period June to July 2018

1 Progress on Portfolio Matters.

- Mundesley Outline Business Case Completed
- Bacton to Walcott Sandscaping Outline Business Case received provisional approval for Flood and Coastal Erosion Risk Management Grant in Aid.
- Maintenance of Bacton revetments completed
- Bacton Terminal revetment maintenance commenced
- Walcott Flood Alleviation Drains (Phase 2) commenced
- East Runton beach access ramp improvement tender completed
- Emergency Marine Licence received for movement of rock to protect the Happisburgh beach access ramp.
- Happisburgh access ramp recut and under observation.

2 Forthcoming Activities and Developments.

- Publication of Coast Protection Notification for Mundesley Coast Protection Scheme
- Submission of Outline Business Case to Environment Agency for review to seek approval of Flood and Coastal Erosion Risk Management Grant in Aid contribution
- Submission of Planning and Marine Licence Application for the Bacton to Walcott Sandscaping Scheme August 2018.
- Issue of Sandscaping Main Works Contractor Tender Information August 2018
- Installation of Bacton to Walcott Sandscaping public information panels
- Generic 10-year Marine Licences for works not covered by Coast Protection Exemptions progressing with the Marine Management Organisation
- Planning application submitted for the relocation of rock for an ongoing 10-year period

3 Meetings attended

- East Anglian Coast Group
- National R&D Practical Approaches to the Decommissioning and Transfer of Flood and Coast Assets
- LGA Coastal Special Interests Group
- North Norfolk Coastal Forum
- Blue Futures – UEA research
- Property Valuer's – Coastal Knowledge Development
- Coastal Partnership East/Environment Agency – GIS Workshop
- Hemsby Coastal Study – GYBC Environment Committee Briefing and Parish and Community Group Briefing.
- Dynamic Purchasing System Workshop with Consultants

CABINET MEMBERS REPORT TO COUNCIL

25th July 2018

COUNCILLOR HILARY COX - CABINET MEMBER FOR ENVIRONMENT

For the period June to July 2018

1 Progress on Portfolio Matters.

The Department has hosted a work experience student from High School for a week in early July. The student accompanied officers on a range of visits in order to see the work that we do.

Planning for the Greenbuild event on 8th and 9th September is well underway with a good number of exhibitors already booked to attend. The event will remain at Felbrigg, albeit on a slightly different location from previous years.

Civil Contingencies

Richard Cook has recently left the Council to be the Head of Resilience at Norfolk County Council. Recruitment to fill the vacant post is underway.

Commercial

The team carried out unannounced visits to all premises in North Norfolk that process crabs and took samples of dressed crabs for analysis. This is part of our annual sampling programme and local business support.

Environmental Protection

The team have noticed an increase in workload over the past few weeks as we would normally expect in the warmer weather as people leave their windows open.

The Bagot Goats have temporarily been moved from the coastal slope in Cromer as due to the prolonged spell of dry weather there is not sufficient vegetation growth to support the herd. We hope to return them in the near future once the vegetation has regrown a little.

The performance of Kier to clearing fly tips has significantly improved over the past couple of months and we are now hitting our target of 80% of fly tips cleared within 48 hours.

The team has successfully prosecuted two brothers for fly tipping large quantities of green waste at Salthouse Heath. They each received a fine and the council was awarded costs.

Environmental Services

Letters are currently being sent to the 20,000 garden bin customers following the successful project to take the renewal process back in house from Kier. The project has enabled the offering of a number of self-service options and this has seen excellent take up with around 75% of people self-serving and around 81% of those paying choosing to do so by direct debit.

Work to procure the joint Waste and Related Services Contract is continuing with the required documentation now being substantially complete. The team continue to work on the data sets to ensure the information is robust and up to date.

Public Protection

The Team have been dealing with a request for an increase in the Hackney Carriage Fares, the first for several years. This process is almost complete and the fares will increase on the 1st August 2018.

2 Forthcoming Activities and Developments.

The Commercial team are dealing with an application from Blakeney Harbour Mussel Association to bring into use for human consumption the mussel bed behind Blakeney Point. The process involves the Council taking at least 24 samples over an 18-month period, as well as collecting other information from the Environment Agency and CEFAS, so that the FSA can make the final decision. This is a time consuming piece of work but the team will provide as much support for the application as we are able to.

New regulations, the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 come into force in October, which significantly alter the way in which a range of animal related licenses are dealt with by the Council. The team are reviewing the impact this will have and are busy preparing for the changes.

3 Meetings attended

Norfolk Waste Partnership Board
North Norfolk Member Procurement Board

CABINET MEMBERS REPORT TO COUNCIL

25th July 2018

COUNCILLOR NIGEL DIXON - CABINET MEMBER FOR ECONOMIC DEVELOPMENT, BUSINESS AND TOURISM

For the period June to July 2018

1 Progress on Portfolio Matters.

Business Support

In the first quarter of 2018/19, the Economic Growth team engaged **66** business via business events and has had 'meaningful' engagement with a further **75** businesses. Typically, this might include support for businesses in respect of planned projects (e.g. sites/premises/extensions), assisting with recruitment needs (including apprenticeships, skills need etc.), supporting new start-ups and site visits with our larger employers.

The team actively promotes the take-up of business grant funding, which historically has been low in the District. However, the team manages a 'pipeline' of business funding applications which has seen a general uplift within the last year. Particular focus is being placed on the LEADER rural support grant. The first quarter of the financial year has seen a total of **£140,238** grants awarded to support projects within the District.

North Norfolk Skills & Careers Festival

On 10 July North Norfolk District Council, in partnership with Paston College and Norwich City College, held the 'North Norfolk Skills & Careers Festival' (formerly 'North East Norfolk Futures'). This annual event provides an invaluable opportunity for students from North Norfolk to gain information about their career and education options.

Local businesses in our area have highlighted problems in recruiting young people, while many students have stated a lack of knowledge of the range of careers that exist on their door-step. This event helps to improve awareness of job opportunities and give young people the chance to engage with local employers.

The Economic Growth team has worked hard to encourage local businesses, particularly those who are recruiting for STEM related jobs, to attend the event for the first time. The event was attended by a number of North Norfolk businesses, including: Kinnerton's Confectionery, the Holkham Estate, C T Baker, East Coast Nurseries, The Hawk and Owl Trust and Westover Vets.

Seven schools attended, with over 600 students and over 40 exhibitors, including North Norfolk businesses, training providers and local universities. North Norfolk

District Council supports the event in a variety of ways, as part of its ongoing work to encourage young people to take up employment in the area and support the skills needs of the local economy.

Market Town Initiative

A launch event was held on 2 July to promote the Market Town Initiative. Local community groups from each of the four market towns were invited to learn more about the Initiative, understand how to make an application and discuss any project ideas they might have with others.

North Norfolk's four inland market towns - Fakenham, Holt, North Walsham and Stalham - are set to benefit from up to £400,000 of funding to improve their communities. Each town will be able to bid for £100,000 to spend on projects enabling them to take part in the development of their economic future.

The fund should enable community groups to help shape the future of their towns through locally managed projects. The intention of the Initiative is that it will fund projects that will support the revitalisation and enhancement of the towns, making them a better place to live, work and visit. Through funding, advice and support, NNDC will enable local community groups to consider opportunities and submit proposals that will reinforce the character of each of the towns.

Tourism

The Council has sponsored Visit North Norfolk's latest marketing campaign, '*North Norfolk, Naturally*'. This will run for eleven months from June 2018 and features ten new thirty second films focussing on the unique aspects of north Norfolk. The films can be seen on www.visitnorthnorfolk.com.

Deep History Coast

Design work is underway for the installation of the 'discovery points' at significant locations along the coast. The discovery trail will begin to be installed in the late summer, with the initial launch in October this year. An agency has been commissioned to develop a marketing strategy for the project.

2 Forthcoming Activities and Developments.

Bid Writing Workshops

On **5 September and 3 October** NNDC will be delivering further workshops for businesses and community groups who require practical guidance on writing grant and funding applications. These popular workshops (following on from those provided in the spring and summer) will provide tips, tools and techniques to support bids and help signpost funding opportunities for local initiatives.

To book a place on this workshop, organisations should email grants@north-norfolk.gov.uk or call **01263 516009**

Coffee Means Business

Commissioned by NNDC, Coffee Means Business is a monthly networking event hosted by Genix. These events, held at various venues across the District, provide the opportunity for local business to meet like-minded people, hear interesting presentations and learn more about local business support activities.

The most recent event was held on **17 July** (9:30am-11:30am) at the **Scarborough Hill Country Inn, North Walsham.**

CABINET MEMBERS REPORT TO COUNCIL

25th July 2018

COUNCILLOR JOHN LEE - CABINET MEMBER FOR LEGAL SERVICES & DEMOCRATIC SERVICES

For the period April to June 2018

1 Progress on Portfolio Matters.

Legal Services:

Eastlaw delivered £329,000 of income to the Council in the last financial year and remain on target this for year. We have successfully implemented a software upgrade which gives better functionality to our case management system. Since 1st April 2018 we have received instructions on nearly 300 new matters (excluding general advice).

Key transactional issues for the service at NNDC in the next few weeks are as follows;

- Continuing to implement GDPR across the Council.
- Maintaining KPIs for FOI/DPA in line with the Information Commissioners Office guidance.
- The Bodham/Selbrigg wind turbines judicial review is at the Royal Courts of Justice on 25th July 2018 and the team have been working hard to prepare the skeleton arguments and statements of case.
- At Sculthorpe (Indigo) permission to appeal to the Court of Appeal is awaited.
- The Greens Road/Aylsham Road, North Walsham Inquiry commences on 21 August for 3 days – the team are preparing for that and we have been put on notice of a potential application for costs against us.
- Beeches Farm, Tunstead enforcement notice Inquiry is set for 25 September for 4 days.
- In July there are a number of matters in the Magistrates' Court including a prosecution for breach of abatement notice and an appeal where we are defending the service of a community protection notice.

Democratic Services

The team has been working hard supporting several key events over recent weeks. These include the Market Towns Initiative launch event on 2nd July which 38 people attended from across the four inland towns. Feedback on this event has been extremely positive. On 4th July the Overview & Scrutiny Committee held a rapid review of the local plan. This was a full day session and involved questioning of the Portfolio Holder for Planning and the Planning Policy Manager. A lot of work was undertaken preparing the core issues and theming and Members received training

on questioning techniques. Again, feedback has been extremely positive and the team will use the format for this session for future rapid reviews.

Democratic Services arranged training on Member/Officer engagement and 40 officers from across the Council attended. Future training is being arranged for Members on budget preparation and scrutiny, casework and building effective Member/Officer relationships.

2 Forthcoming Activities and Developments.

On 17th July the Democratic Services Manager and the Scrutiny Officer are attending the Annual 'Futures Day' at Sheringham Sixth Form to talk to students about working in political support. The aim of the day is to give students a flavour of the skills they need for today's job market. With the hope to motivate them to work hard and achieve their best results in order to maximise their future choices and opportunities.

PORTFOLIO REPORT TO COUNCIL

25th July 2018

COUNCILLOR WYNDHAM NORTHAM - CABINET MEMBER FOR FINANCE, REVENUES & BENEFITS

For the period June to July 2018

1 Progress on Portfolio Matters.

Final accounts 2017/18 – the external audit process for the final accounts will now have been completed and signed off by the Governance, Risk and Audit Committee at their meeting of 24 July. My thanks to the finance team for all their hard work in completing this process two months ahead of last year's deadline of the end of September.

Council tax and business rates collection performance – following the report on collection rates last month the national results have just been announce in relation to collection rates for Council Tax and NDR and I am happy to report that we are;

- top in Norfolk with NDR and 2nd best for Council Tax!
- We were joint 25th out of 326 in the country for NDR - which means we are in top 7% of councils nationally for collecting NDR (our aim is to stay within the top quartile i.e. the top 25%)!
- We were joint 38th out of 326 in the country for Council Tax - which means we are in top 11% of councils nationally for collecting Council Tax (our aim is to stay within the top quartile i.e. the top 25%)!
- We were also only 0.16% off being within the top 20 councils nationally for CT and;
- 0.1% of being within the top 20 councils nationally for NDR!

These revenue collection figures will make a real difference at a time when resources are limited and Revenue Support Grant has seen a £2m reduction since 2015/16.

Localisation of Business Rates – the Council responded to the pre-consultation request from the Ministry of Housing, Communities and Local Government (MHCLG) in relation to the appeals process. The Council will respond to the formal consultation once it is released, the focus will be on spreading the risk of valuation losses across the local government sector to reduce volatility and will probably consider some form of split in liability between central and local government.

Treasury management – officers held one of their regular treasury

management review meetings with our treasury Advisors Arlingclose on 2 July and there are no issues or concerns to report. Work will be undertaken in preparation for the new Treasury Strategy which will be considered and agreed by Full Council in February as part of the budget setting process.

2 Forthcoming Activities and Developments.

Financial resilience index consultation - The Chartered Institute of Public Finance and Accountancy (CIPFA) is consulting on its plans to provide an authoritative measure of local authority financial resilience via a new index. The index, based on publically available information, will provide an assessment of the relative financial health of each English council. CIPFA has designed the index to provide reassurance to councils who are financially stable and prompt challenge where it may be needed. Officers will be drafting a response, the deadline for which is 24 August 2018.

Budget monitoring 2018/19 – the first budget monitoring report of the year will be considered by committee during September 2018. This will cover the period from April through to the end of July (period 4).

Fair Funding review - the Council will continue to engage in any developments and further consultation that comes forward in respect of this very important area.

Medium Term Financial Strategy (MTFS) – The MTFS will be discussed with Members later in the autumn supported by the training outlined below and will consider the financial challenges facing the Council over the next 4 years. This work will be used to inform the budget preparation for 2019/20.

Business Rates Pilot 2019/20 – as you will be aware the Council was not successful with its joint countywide application for inclusion as part of the business rates pilots for 2018/19. However we understand that there is to be a further round of pilots for 2019/20 so there will be a further opportunity to submit another application for the next financial year subject to agreement by Members and County/District colleagues. The prospectus was initially due out in June but has not as yet been released and it is likely that any new pilots will probably be based on 75% retention now as opposed to previous pilots which were based on 100%. This might mean that there is less direct benefit to individual district councils but could still mean attracting an additional c£7.5m into the County as a whole, with the main beneficiaries being the County Council but this is additional cash that would otherwise be returned to central government.

Budget training – further to the last update the Finance team are looking to schedule in training sessions for Members during September to initially cover the production of the Medium Term Financial Strategy. Further sessions towards the end of September will then be provided in relation to the actual

budget and budget setting process and the finance team will be consulting on specific areas to be covered.

3 Meetings attended (as part of Portfolio responsibilities)

Nothing further to report.

CABINET MEMBERS REPORT TO COUNCIL

July 2018

COUNCILLOR PALMER - CABINET MEMBER FOR LEISURE, CULTURE, HEALTH, COMMUNITY ENGAGEMENT & CUSTOMER SERVICES

For the period June to July 2018

1 Progress on Portfolio Matters.

Leisure

Sports and Leisure Facilities

The Council's sports and leisure facilities continue to hold good form. The accumulative throughput for up to June was 139,277 visits, which is virtually identical to the same point in 2017. Victory Swim & Fitness Centre had the best June on record with 17,579 visits.

Parkrun

The Sheringham Parkrun remains one of the finest examples of sustainable community events, organised in partnership by the Council with local organisations and the voluntary sector. Participants range from the age of 5 to 85.

Numbers are still growing with the current total of 2,331 registered runners averaging 132 participants each week. There has been a total of 295 events, with 7,073 individual runners from 671 clubs taking part in 39,200 runs covering 196,000km.

Beaches

All of the RNLI Lifeguard stations are now up and running for the season, and have experienced a very busy time throughout this current hot spell of weather.

Sporting Centre of Excellence

The North Norfolk Sporting Centre of Excellence has just finished its second year in operation. The scheme has been a great success engaging 150 young people, and all children improving and progressing to compete at County and at times national level. With Cabinet's approval, the scheme will continue into year three, starting with trials in September.

Beach Huts

We are about to go live with the online booking for our weekly let beach huts

and chalets. This will allow people to book their weekly hut/chalet online, making the system more accessible and certain to attract greater income.

Culture

On 23 June, 11 applications for an Arts and Culture Grant and 3 applications for a Community Transport Grant were considered by a working group of officers and members.

The launch of the Pier Summer Show on 23rd June was a great success. Current figures for the **Pier Pavilion Theatre** are as follows:

Summer	6% down on the same time last year
Christmas	3.5% down on the same time last year
Concerts	13% up on the same time last year
Hire	3.3% up on the same time last year

The Council-sponsored GoGo Hares were unveiled at Holt Country Park and North Walsham town centre on the morning of June 24th (along with three others separately sponsored in our District at Fakenham, North Walsham and Wroxham Barns), forming part of a Norfolk trail of 18 County 'Moongazer' hares, alongside a Norwich trail of 50 city hares. The trail runs until September 8th and it is anticipated it will bring many new visitors to the hare's locations, hopefully encouraging repeat visits.

Health & Wellbeing

The new Living Well Officers – Social Prescribing and Health - are engaging with a number of residents across North Norfolk to improve their health and wellbeing. The services are receiving a good level of referrals with further work underway to increase awareness of these services.

The Council has signed up to the Chartered Institute of Housing's 'Make a Stand campaign' against domestic violence which means that by September 2019 at the latest, the Council will:

- Put in place and embed a policy to support residents who are affected by domestic abuse
- Make information about national and local domestic abuse support services available on our website and in other appropriate places so that they are easily accessible for residents and staff
- Put in place a HR policy, or amend an existing policy, to support members of staff who may be experiencing domestic abuse
- Appoint a champion at a senior level to own the activity being undertaken to support people experiencing domestic abuse

Work to achieve the four pledges is underway with many already fully or partially achieved recognising the Council's statutory housing role as well as its role in supporting staff.

2 Forthcoming Activities and Developments.

The Council has now finalised its summer holiday activity programme at the three dual use sports centres in Cromer, North Walsham and Stalham. There will be 40 separate activity sessions offered. Activities offered include junior activity morning, archery, street dance, activity day, football fund day, team games, summer sports, Olympic sports day, world cup football, dodgeball fun day, logic games and ball games.

The 300th Parkrun event at Sheringham Park takes place on 11 August. The team is hoping to break its attendance record with 300 runners participating!

PORTFOLIO REPORT TO COUNCIL

July 2018

COUNCILLOR BECKY PALMER- CABINET MEMBER FOR CUSTOMER SERVICES

For the period July 2018

1 Progress on Portfolio Matters.

The Postal and Scanning team:

The Electoral Annual Canvass Householder Enquiry Form (HEF) has now been delivered to every household in North Norfolk and as at 12th July, 13,575 or 24% of the HEF forms have been returned to NNDC and are now being scanned into the system.

Customer Services:

Despite the HEF directing customers to apply online, text or call a Freephone number, 229 customers have contacted NNDC by phone seeking assistance with completing their form by 12 July.

To improve customer service the garden waste collection service renewal has been taken back in house and the renewal letters are being sent out in Post Code order in bundles of approximately 1,000 per day to help manage the amount of daily customer contact. The letter promotes customers paying their renewal by setting up a Direct Debit payment and by 9 July 85% of customers have chosen this method and 78% of all customers have self-served online leaving only 22% of customers making contact by phone or face to face.

2 Forthcoming Activities and Developments.

Further development of the Council's Contact Management System C3 is being explored, specifically looking to utilise its capabilities to manage contacts received via Social Media.

From September 2018, customers seeking to notify the council of Move In/Out details for council tax purposes will be taken by Customer Services. This process is being enabled by a new online customer web form and also a Customer Services version to enable staff to assist customers who cannot or do not wish to report via online channels.

The facility to enable recording of incoming calls is being developed and is to be introduced initially to Customer Services and Revenues & Benefit teams in

the autumn.

PORTFOLIO REPORT TO COUNCIL

25th July 2018

COUNCILLOR RICHARD PRICE - CABINET MEMBER FOR PROPERTY & ASSET COMMERCIALISATION

For the period June to July 2018

1 Progress on Portfolio Matters.

Grove Lane, Holt – the legal documents are currently being drafted and an independent quantity surveyor has been appointed to assess the works undertaken to the property. Some minor clearance works have been undertaken.

Highfield Road car park, Fakenham – the tenders for this work have now been received and are being assessed. Works are scheduled to commence on 12th September.

North Walsham Station Car Park – a report relating to the potential purchase of this asset was considered by Cabinet at the meeting on 9 July and discussions are ongoing with rail operator Greater Anglia in relation to an access ramp from the car park to the platform.

Promenade/foreshore surveys – the Council has recently received the results of the foreshore and promenade survey works along the coast which focus on things such as handrails, steps, shelters and decorating etc rather than actual sea defence works. These surveys then help to inform the maintenance schedules and enable works to be prioritised. There are currently a number of works being undertaken on Sheringham Prom, the yacht pond has already been refurbished as have the pumps in the Lees gardens, the shelter there is due for redecoration along with improvements at both the east and west of the prom in respect of lighting. General redecoration works are also due for completion along the promenade.

Concessions – a new concession has been let on Sheringham Prom which has seen the refurbishment of a redundant asset (formerly an ice cream parlour) being brought back into use. These works have been undertaken and funded by the tenant to enable them to trade this summer in exchange for a rent free period included within their licence.

Car park surveys – Similar to the above all of the car park surveys have been updated and any issues which have arisen will be addressed under the planned maintenance regime. If these surveys pick up any significant requirements which require extensive capital works then these areas will be

the subject of new capital bids during the autumn and will feed into the 2019/20 budget process.

Small works tender – the Property team are currently advertising for suppliers to join a list of preferred contractors for small works up to an estimated value of £10k. The scope of works will include general building maintenance and refurbishment, plumbing, glazing, and minor groundworks and it is expected that this will generally attract local companies due to the value of the works.

Sheringham Changing Places Facilities – Officers have been in touch with Independence Matters in Sheringham to offer help and support with advertising their Changing Places facilities so that both locals and tourists alike are aware of them and can access them. This support will be provided in the form of signposting and advertising in our own public convenience facilities within the town and also via the Council's website. We are also hoping to work in partnership in this manner with our towns where we can along with continuing to investigate opportunities for us to deliver these facilities directly.

Parklands caravan site, Pudding Norton – officers have been reviewing the health and safety aspects of the residential caravan site owned and operated by the Council and have implemented an improvement plan which includes site clearance works and relocation of vehicles along with some minor repairs.

2 Forthcoming Activities and Developments.

Asset condition surveys – a tender document and specification are currently being finalised to seek suitably qualified contractors to undertake condition surveys on all of the Council's assets to update surveys previously undertaken which now require updating. This will be a rolling programme undertaken over a 5 year period.

3 Meetings attended (as part of Portfolio responsibilities)

Nothing further to report.

REVIEW OF POLITICAL BALANCE AND ALLOCATION OF SEATS TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES AND PANELS

Summary: Following further changes to the membership of the political groups at North Norfolk District Council, the Council is required to review the allocation of seats on committees, sub committees and working parties to reflect the political balance of the Council, in accordance with Section 15 of the Local Government and Housing Act 1989 and regulations made thereunder.

Conclusions: Following a change in the political balance it is necessary to review the allocation of seats on committees, sub-committees, working parties and panels.

Recommendations:

- 1. That Council approves the revised political balance calculation as per section 2.4 of this report**
- 2. That Council approves the allocation of seats to political groups as shown at Appendix A**
- 3. That delegation is given to the Group Leaders to make any appointments to committees, sub-committees, working parties and panels (in line with the political balance).**

Contact Officer(s), telephone number and email:

Steve Blatch, Head of Paid Service, 01263 516232, steve.blatch@north-norfolk.gov.uk; Nick Baker, Head of Paid Service, 01263 516221, nick.baker@north-norfolk.gov.uk

1. Introduction

1.1 Since the last review of the political balance of the Council in March 2018, there have been further changes to the political groups. As a result of these changes, it is necessary to review the political balance again and determine the allocation of seats on committees to ensure that they reflect the revised balance.

1.2 Council's duty is to determine the allocation of seats to be filled by appointments by the authority, except the Cabinet. The purpose is to ensure that there is proportionality across all formal activities of the Council, reflecting the overall political composition. It affects all formally constituted committees, sub-committees, working parties and panels which discharge functions on behalf of the authority.

2. Background

2.1 On 27th June 2018 a member resigned from the Independent Group and became a non-aligned Independent Member. This did not result in a change to the political balance of the Council. Then, on 14th July 2018, a member resigned from the Conservative Group and joined the Independent Group, increasing their membership. The Council remains in 'no overall control' (NOC) with the composition as follows: Conservatives (21 Members), Liberal Democrats (18 Members) Independent Group (8 Members) and Independent non-aligned (1 member)

2.2 Section 15(1) of the Local Government & Housing Act 1989 requires the Council to review the representation of the different political groups on committees and sub-committees:

- at, or as soon as practicable after the Annual Meeting of the Council or,
- where notice is received of a change in the composition of political groups

2.3 The Heads of Paid Service have a duty, whenever such a review takes place, to submit a report to the Council showing what the allocation of seats, in their opinion, best meet the requirements of the above Act.

2.4 Political Composition

The political composition of the Council is outlined below:

(Only political groups are entitled to seats on committees and as there is one non-aligned member for the purposes of the political balance calculation they are not included in the table below – see section 2.6)

Group	No. of members	%
Conservative	21	44.6
Liberal Democrat	18	38.29
Independent	8	17.02
Total	47	99.91%

2.5 The Council needs to approve the allocation of seats to the political groups on those committees which are required by law to be politically balanced.

2.6 The obligation to ensure that there is proportionality in the political composition of the Council's committees extends only to proportionate representation of members of political groups and does not require non-grouped members to be represented.

2.7 In carrying out any review, the Council is obliged to adopt the following principles and to give effect to them 'so far as is reasonably practicable':

- a) That not all seats on the Council are allocated to the same political group
- b) That the majority of the seats on the Council are allocated to a particular group if the number of persons belonging to that group is a majority of the authority's membership

- c) Subject to the above, that the number of seats on ordinary committees of the Council which are allocated to each political group, have the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of members of that group to the membership of the authority and
- d) Subject to a) and c) above, that the number of the seats on the Council which are allocated to each group have the same proportion to the number of all the seats on that Council as is borne by the number of members of that group to the membership of the Council.
- e) It was agreed at the meeting of Full Council on 28th March 2018 that delegation should be given to the Group Leaders to make any changes required to appointments to committees, sub-committees, working parties and panels as long as they are in accordance with the political balance. Group Leaders will inform the Democratic Services Manager of any changes and Members will be informed via the Members' Bulletin.

3. Entitlement to Places

- 3.1 The table at Appendix A shows those Committees that are required to be politically balanced and provides the entitlement to places of each group. Generally, the approach taken has been to round up percentages where they are above 0.5%, however, this has not always been possible and in some cases the Group with the closest percentage to the next whole number will be rounded up. The previous arrangement regarding the allocation of seats on Standards Committee has not been changed (as agreed between the Liberal Democrats and Conservative Group in March 2018) as to reallocate it would adjust the balance disproportionately in favour of one group.
- 3.2 According to NNDC's Constitution, Chapter 5 section 6.2 'Working Parties shall in law be Committees of the Council' and consequently the political balance rules will also apply to working parties – unless they are Cabinet sub-committees. Cabinet sub-committees are not required to be politically balanced but it is the practice at NNDC that they are and for this reason they are included in the table (marked with an asterisk)

4. Conclusion

Council is asked to allocate seats and substitutes to political groups in accordance with the political balance rules.

5. Implications and Risks

In line with the relevant legislation, the Council must review the political balance and allocation of seats following the formation of a new political group. There is no alternative.

6. Financial Implications and Risks

There are no financial implications arising from this report.

7. Sustainability

There no sustainability issues arising from this report.

8. Equality and Diversity

An Equality Impact Assessment has not been completed because there are no service, policy or organisational changes being proposed.

9. Section 17 Crime and Disorder considerations

There are no Crime and Disorder implications arising from this report.

		Conservative		Liberal Democrat		Independent		TOTAL
Members		21		18		8		47
Expressed as %		44.68%		38.29%		17.02%		99.99%
Committee	No. of Seats Currently	Entitled Places (exact)	Entitled Places (rounded)	Entitled Places (exact)	Entitled Places (rounded)	Entitled Places (exact)	Entitled Places (rounded)	
Licensing Committee	15	6.56	7	5.63	6	2.50	2	15
Development Committee	14	6.13	6	5.25	5	2.33	3	14
Overview & Scrutiny	12	5.25	5	4.50	5	2.00	2	12
Planning Policy & Built Heritage WP	12	5.25	5	4.50	5	2.00	2	12
Standards Committee	7	3.06	4	2.63	2	1.17	1	7
*Big Society Fund Grants Panel	7	3.06	3	2.63	3	1.17	1	7
*Member Development Group	6	2.63	3	2.25	2	1.00	1	6
Governance, Risk & Audit Committee	6	2.63	3	2.25	2	1.00	1	6
Constitution Working Party	5	2.19	2	1.88	2	0.83	1	5
*Joint Staff Consultative Committee	5	2.19	2	1.88	2	0.83	1	5
* Council Tax Support Working Party	5	2.19	2	1.88	2	0.83	1	5
TOTAL	94	41.14	42	35.28	36	15.66	16	94

**Please note that all of the committees marked with an asterisk * are Cabinet sub-committees and therefore they are not required to be politically balanced – however, it is the practice at NNDC that they are politically balanced.*

REPORT TO FULL COUNCIL – 25TH JULY 2018

Proposed partnership – Victory Housing Trust (Victory or the Trust) and Flagship Housing Group Limited (Flagship)

1. Victory Housing Trust (initially the North Norfolk Housing Trust) was established in 2006 as a stock transfer organisation, owning and managing the former North Norfolk District Council housing stock and continues to be the largest provider of social housing in the District. Since 2006, the District Council has maintained a strong and positive relationship with Victory and the Trust continues to provide good quality housing for local people and is rated as a high-performing housing association across all of the key indicators which apply to the sector.
2. However, as with many public and quasi-public sector organisations, housing associations are encouraged to pursue opportunities for collaborative working so as to realise benefits and economies of scale and deliver value for money to their residents.
3. In this context Victory have recently announced that they are in discussions with the Flagship Housing Group about a proposed partnership working arrangement and have written to the District Council formally, in accordance with the original Transfer Agreement between the Council and the Trust dating back to 2006, to notify the authority of the Trust's intentions and seek consent for a proposed change to the Trust's Articles to enable the partnership to proceed.
4. This report therefore provides members with information about the proposed partnership between Victory and Flagship and seeks the Council's formal agreement of the arrangement and consequential changes to the Transfer Agreement.
5. Under the proposed partnership arrangement it is intended that Victory becomes a subsidiary of Flagship, whilst retaining its own brand and identity, its charitable status and its status as a Registered Provider. Further, there would be no changes to the tenancy agreements of existing Victory tenants. Victory would also continue to operate from its leased offices at Tom Moore House, North Walsham.
6. Currently, both Victory and Flagship have costs per property which are in the lowest quartile of all housing associations and in the top quartile for operating margins, allowing them to form a partnership of strength. Significantly, working with Flagship and its larger purchasing power, Victory would be able to realise savings and efficiencies in the management of its stock through economies of scale, reducing back-office costs, obtaining better prices on maintenance contracts and savings on VAT; thereby delivering better value for money for its tenants. Working in a larger partnership structure, it is anticipated that Victory will also have the financial capacity to build a larger number of new homes than under its current programme, the majority of which would be in North Norfolk.
7. Victory announced its intention to explore a partnership with Flagship back in March of this year and has since undertaken consultation with its tenants and key stakeholders, including the District Council which was invited to attend a presentation at Tom Moore House on 7th June. Nine members of the Council and the Corporate Director and Head of Paid Service (Steve Blatch) attended the presentation with the Chief Executive and Executive Team at Victory and all members of the Council were subsequently provided with a copy of the presentation delivered, which outlined the current performance of

Victory and the business case and anticipated outcomes of the partnership arrangement with Flagship moving forward.

8. Under the original Transfer Agreement between Victory and the Council, Victory is required to consult with the District Council before it undertakes any re-organisation, such as that now proposed through the partnership with Flagship. The Council is therefore required to indicate its support for or otherwise comment on the proposed partnership by 1st August 2018, hence this report to Full Council.
9. The Council has therefore sought legal advice on the proposed partnership from specialist legal firm, Trowers and Hamlins; who advised the Council in respect of the original LSVT process and Transfer Agreement. Trowers and Hamlins advice in respect of the proposed Victory / Flagship partnership is attached for members' information at the exempt appendix. In summary the advice is that as Victory will remain as a corporate entity all of its existing contractual commitments as laid out in the Transfer Agreement "remain completely unaffected" by the proposed partnership arrangement – this includes the Right to Buy Sharing Agreement, Disposal Clawback Agreement and the VAT sharing arrangements, the latter of which are in any case reducing given the period of time which has passed since the LSVT in 2006.
10. The proposal does however raise two issues of detail for the Council as detailed below:-
 - Under paragraph 12 of the covenants to the Transfer Agreement, the Trust needs the Council's consent to make certain changes to its Constitution, one of which relates to tenant member representation. Under the current Trust Constitution, membership of the Victory Housing Trust is split between independent members and tenant members, the latter of which is open to all tenants for the payment of £1. However, only 23 current tenants have exercised such membership rights and the proposed partnership arrangement with Flagship strengthens tenant representation on the new Board such that Victory would propose distinguishing the rights of the tenant membership. Given the very low number of tenants which have exercised this right under the Victory Constitution it is recommended that the District Council indicates its support for the proposals made.
 - Paragraph 18 of the covenants requires Victory to consult with the District Council in proposing any changes to the organisation, such as the arrangement now proposed with Flagship. Whilst the current partnership model proposed appears to be a positive development of the organisation and respects the original contractual commitments and objectives made at the time of the LSVT and establishment of Victory Housing Trust in 2006, such that the District Council feels able to indicate its support for the proposals; the Council might wish to comment upon any future organisational changes as it relates to the ownership and management of the largest stock of social housing in the District. Trowers and Hamlins have therefore recommended that the District Council seeks the retention of Covenant 18 of the original Transfer Agreement in any re-drafting of the Trust's Constitution.
11. Based on the above, it is recommended that:-
 - a) **The District Council indicates its support for the proposed partnership arrangement between the Victory Housing Trust and the Flagship Housing Group Limited, subject to the retention of the objectives of Paragraph 18 of the original Transfer Agreement.**

- b) Advises that it looks forward to maintaining and further developing the strong relationship it has enjoyed with the Victory Housing Trust under the new partnership arrangements in meeting the housing needs of local communities across North Norfolk into the future.**

Report prepared by:-

Steve Blatch, Corporate Director and Head of Paid Service