

CABINET

Minutes of the meeting of the Cabinet held on Monday 31 October 2016 at the Council Offices, Holt Road, Cromer at 10.00am

Members Present: Cllr S Arnold
Cllr N Dixon
Cllr T FitzPatrick (Chairman)
Cllr A Fitch-Tillett
Cllr W J Northam
Cllr B Palmer
Cllr J Oliver

Also attending:

Cllr S Butikofer
Cllr A Claussen-Reynolds
Cllr V Gay
Cllr P Grove-Jones
Cllr S Hester
Cllr P W High
Cllr N Pearce
Cllr M Prior
Cllr J Rest
Cllr R Reynolds
Cllr R Shepherd
Cllr N Smith
Cllr K Ward
Cllr G Williams

Officers in Attendance:

The Corporate Directors, the Head of Finance and Asset Management, the Head of Economic Growth and Community Development, the Housing Strategy and Community Development Manager, the Economic Growth Manager, the Coastal Manager, the Technical Accountant, the Communications and PR Manager, the Policy and Performance Management Officer and the Democratic Services Officer

54. APOLOGIES FOR ABSENCE

None

55. MINUTES

The minutes of the meeting held on 03 October 2016 were approved as a correct record and signed by the Chairman

56. PUBLIC QUESTIONS

None

57. ITEMS OF URGENT BUSINESS

None

58. DECLARATIONS OF INTEREST

None

59. MEMBERS QUESTIONS

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

60. CONSIDERATION OF ANY MATTER REFERRED TO THE CABINET BY THE OVERVIEW AND SCRUTINY COMMITTEE OR COUNCIL FOR RECONSIDERATION

None

61. CONSIDERATION OF REPORTS FROM THE OVERVIEW AND SCRUTINY COMMITTEE

None

62. PLANNING POLICY & BUILT HERITAGE WORKING PARTY

Cllr S Arnold, Portfolio Holder for Planning introduced the report by informing Members the PPBH Working Party was happy to endorse and work with Overstrand residents and were currently conducting site visits.

RESOLVED

- 1) To receive the minutes of the Planning Policy & Built Heritage Working Party meeting held on 17 October 2016;
- 2) To approve the designation of the proposed Neighbourhood Planning Area covering Overstrand Parish

63. BUDGET MONITORING REPORT 2016/17 – PERIOD 6

Portfolio Holder for Finance, Cllr W Northam introduced the report that summarised the budget monitoring position for the revenue account and capital programme to the end of September 2016. The overall position showed an under spend of £637,303 to date for the current financial year on the revenue account which was currently expected to deliver a full year under spend of £215,425. He said that the surplus was lower than previously but the position was favourable.

Cllr S Arnold said she agreed with Cllr Northam and that the £58,000 for the replacement carpet tiles was necessary as the current carpet was the original one. The £85,000 covered additional staff costs and legal representation for the wind turbine appeal for Selbrigg and Bodham as well as the Sculthorpe appeal.

Cllr V Gay said there appeared to be a significant percentage underspent with the benefits service as there were vacant posts for two officers and a manager as shown on page 22 of the papers. She asked how the effect of the under spend was being addressed. The Head of Finance and Asset Management said they were currently in the recruitment process and acknowledged that vacancies did impact on the team and added that they were in discussions with the managers regarding the manager vacancy. Officers were working at weekends to keep up with the collection and returns rate. Cllr Northam commented that even with the vacancies the teams were still in the higher echelon in the Country. Cllr Gay agreed that the collection rate was high and asked when they would expect the posts to be filled by the next Budget Monitoring Report and the Head of Finance and Asset Management said that it was dependent on where the recruited officers were coming from but that he would expect the posts to be filled.

It was proposed by Cllr W Northam, seconded by Cllr S Arnold and

RESOLVED that

- 1) Cabinet noted the contents of the report and the current budget monitoring position;
- 2) Recommend the virement of £58,000 as detailed within the report for the completion of the carpet tiles replacement;
- 3) Recommend a virement of £45,000 from the Environmental Health Reserve to fund additional vehicle costs as detailed in section 2.4 of the report;
- 4) Recommend a virement of £85,000 from the general reserve in respect of the appeals costs as detailed within section 2 of the report

Reason for the decision:

To update Members on the current budget monitoring position for the Council.

64. HALF YEARLY TREASURY REPORT FOR 2016/17

The Portfolio Holder for Finance, Cllr W Northam, said it was a requirement of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice for Treasury Management that this mid-year review was prepared and presented to Full Council. The report provided information on the Treasury Management activities undertaken in the first six months of 2016/17. He added that the treasury activities for the half-year have been carried out in accordance with the CIPFA Code and the Council's Treasury Strategy.

Cllr Northam said the income level from the LAMIT pooled property fund was expected to be maintained. There had been a reduction in the value of the investment but it was still a good investment. All maturing investments had been repaid in full and on time. He said the Council remained debt free and thanked the Technical Accountant and Arlingclose and added that NNDC compared very well to other local authorities.

Cllr N Dixon said the performance was more commendable in the challenging financial environment, and the favourable result had been achieved with a cautious approach.

It was proposed by Cllr W Northam, seconded by Cllr N Dixon and

RESOLVED that

The Council be asked to RESOLVE that the Half Yearly Treasury Management Report for 2016/17 is approved.

Reason for the decision:

The recommendation was made in compliance with the CIPFA Code.

65. MANAGING PERFORMANCE – Q2

The Chairman introduced the report by saying that the purpose was to provide a second quarter progress report of the performance of the Council. More specifically it reported on the delivery of the Annual Action Plan 2016/17 and progress against

targets. He said the report gave an overview, identifying any issues that might affect service delivery of the plan, the action taken to address the issues and proposals for any further action required.

The Chairman drew Members attention to the conclusions of the report and said the majority of the 62 activities in the Annual Action Plan 2016/17 were on track – 51 in total. He said two activities had been completed successfully and performance was being closely monitored, particularly for the issues where issues or problems had been identified of which there were six.

Cllr S Arnold said the performance was good and there was no room for complacency. North Norfolk owed a large sum of debt to the officers. She asked Members to consider the planning information on page 66 of the papers. The major applications figures could appear skewed but they were good and from her point of view, as the Portfolio Holder for Planning, they were doing very well. She added that the figures were monitored on a 24 month cycle and this was a long time period and a lot could change in that time.

It was proposed by Cllr T FitzPatrick, seconded by Cllr S Arnold and

RESOLVED

That Cabinet NOTES the report, welcomes the progress being made and endorses the actions laid out in Appendix 1 being taken by management where there are areas of concern.

Reason for the decision:

To ensure the objectives of the Council are achieved.

66. HOUSING STRATEGY 2016-20

The Chairman explained the report recommended the adoption of the Housing Strategy 2016 to 2020 by Full Council. The Housing Strategy set out an overarching objective for housing and the priorities which the strategy will address in relation to both new and existing housing, He said it was accompanied by an Action Plan which would be reviewed on a bi-annual basis. He outlined the options for the item including that it would be a strategic framework to the Council's actions and interventions in relation to housing.

Cllr J Oliver said she fully supported the report and thanked staff for their work.

It was proposed by Cllr T FitzPatrick, seconded by Cllr J Oliver and

RESOLVED that

Cabinet RECOMMENDS that Full Council adopts the Housing Strategy 2016-2020 and Action Plan.

Reason for the decision:

To provide a strategic framework to the Council's actions and interventions in relation to housing.

67. NORTH NORFOLK ECONOMIC GROWTH STRATEGY AND ACTION PLAN

Cllr N Dixon, Portfolio Holder for Business and Economic Development said the report presented an Economic Growth Strategy and Action Plan whilst referencing the findings of the 'Business Growth and Investment Opportunities' study undertaken in the latter part of 2015. He said it aligned with the Corporate Plan which made Economic Growth a priority of the Council and the report developed this objective and a number of projects had been developed and that the document was evolving.

Cllr Dixon explained that the recommendations 1 and 3 were Cabinet decisions and recommendation 2 was a Council decision.

Cllr J Oliver said it was an interesting and informative report and Cllr A Claussen-Reynolds commented she was pleased to see the site in Fakenham for employment over the next 15 years. She added that it strengthened the case to retain two councillors for Lancaster North. The Chairman said it was a good report.

Cllr V Gay asked whether there was any further information about relationships NNDC was making with schools, referring to section 2.4 of the report. Cllr Dixon replied that it was an important strand of activity and it had been right to re-skill and restructure the team to ensure it was covered. He said they were building on relationships with career advisory organisations and looking at suitable work available in the district as it was more about the future and preparation as a long term project.

It was proposed by Cllr N Dixon, seconded by Cllr J Oliver and

RESOLVED that Members

- 1) NOTED the findings of the Business Growth and Invest Opportunities study (undertaken by BE Group) which was used as a basis for the development of the 2016-2020 Economic Growth Strategy and Action Plan.
- 2) RECOMMEND to Full Council to endorse the Economic Growth Strategy and Action Plan appended to the report, as an evidence base for further action and investment.
- 3) Agree to the development of an Investment Prospectus utilising a budget of up to £25,000 (as necessary) from the general reserves.

Reason for the decision:

The recommendations were made in order to agree the framework, which will guide the Council's economic growth activities and to allow the procurement of a specialist company to design and produce a North Norfolk Investment Prospectus.

68. JOINT BACTON AND WALCOTT COASTAL MANAGEMENT SCHEME- DRAFT

The Portfolio Holder for Coast, Cllr A Fitch-Tillett, introduced the report explaining the plans involved the biggest ever recharge of a coastal frontage in the UK. She said the 2013 storm surge affected communities especially those of Bacton and Walcott. Bacton Gas is a strategic part of the Country's infrastructure disturbing 30% of the UK's gas. Cllr Fitch-Tillett said the gas pipes could be exposed or undermined at the next storm and as the company was privately owned, the government could not fund enhanced protection. NNDC had to authorise any works. It was a wonderful opportunity to provide further protection to coastal communities with a lifespan of 20 years; meaning it would establish a future for those residents. Cllr Fitch-Tillett said the complete scheme could cost £30m including £6.8m for communities with funding from a number of sources and one of the recommendations was to release £500,000 towards the project to help fill the funding gap.

Cllr Fitch-Tillett thanked the Coastal Team and welcomed the Coastal Partnership East Manager to the meeting. She explained that recommendations 1-4 were Cabinet decisions and that recommendation 5 was a Council decision for Cabinet to support.

Cllr W Northam said the scheme was very beneficial especially to Bacton and Walcott and they needed to fill the funding gap.

It was proposed by Cllr A Fitch-Tillett, seconded by Cllr W Northam and

RESOLVED that

- 1) That the Council work with Bacton Gas Terminal Operators and the Environment Agency to develop a suitable scheme if the funding gap can be addressed that will benefit the local communities down-drift from Bacton Gas Terminal
- 2) If a suitably beneficial scheme is forthcoming, reach an agreement for the joint implementation of the scheme (with Bacton Gas Terminal Operators)
- 3) Agree to participate in the exploration and negotiation of a suitable new extraction site in order to reduce the costs of the scheme
- 4) Identify the resources to play a lead role in the management of the scheme
- 5) The inclusion of £500,000 in the capital programme as an NNDC partnership contribution towards the scheme.

Reason for the decision:

To enable the scheme to develop and be delivered without delay, subject to consenting and funding contributions.

69. SHANNOCKS HOTEL SITE SHERINGHAM – COMPULSORY PURCHASE

The following resolution was passed:

“That under Section 100(A) 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 1, 3 & 6 of Part I of the Schedule (as amended) to the Act.”

The Portfolio Holder for Legal, Cllr J Oliver, introduced the report by stating it was a serious matter and that a compulsory purchase order (CPO) was not taken lightly. The Council were taking steps to ensure the issue was addressed.

Cllr N Dixon said CPOs were a part of enforcement policy and would have to be used occasionally. Cllr R Shepherd, ward Member for Sheringham South commented that it was a compelling case.

It was proposed by Cllr J Oliver, seconded by Cllr N Dixon and

RESOLVED that

To approve the five recommendations as set out in the main report.

Reason for the decision:

To achieve redevelopment of the property.

Chairman