



CABINET

Summary of decisions made at the meeting held on Monday 2 October 2023

Agenda Item	Report Title	Decision	Key Decision	Date Forward Plan Published
8	Safeguarding across the life course in Norfolk: The work of the Norfolk Safeguarding Children Partnership and Norfolk Safeguarding Adults Board in 2022-23	Cabinet RESOLVED to: a) endorse and comment the contents of the annual report 2022/23 for NCSP and NSAB b) To promote NSCP and NSAB's work to the public via social media enabling more people to see it, helping to give important safeguarding messages to Norfolk's communities.	No	N/A
9	Market Sustainability and Improvement Fund – Workforce Funding	Cabinet RESOLVED to discuss and agree the proposed use of the Market Sustainability and Improvement funding – Workforce fund as set out in section 3.6 of this report. Funding available is £6.3m in 2023/24 and a provisional £3.5m in 2024	Yes	24/08/23
10	Local Enterprise Partnership (LEP) Integration Plan	Cabinet RESOLVED to: 1. Approve the LEP Integration Plan 2. Recommend that a progress report is brought back to Cabinet in April 2024.	Yes	31/08/23
11	Climate Action Plans - Tranche 1	Cabinet RESOLVED to: 1. Approve the proposed approach to climate action planning. 2. Approve the first tranche of actions as set out in the report.	No	N/A
12	Procurement Strategy 2023-2026	Cabinet RESOLVED to agree the Norfolk County Council Procurement Strategy 2023-2026	No	N/A

13	Risk Management Quarterly Report	<p>Cabinet RESOLVED to agree:</p> <ol style="list-style-type: none"> 1. The key proposed changes to corporate risks since the last report to July 2023 Cabinet (paragraphs 2.1 and 2.2 and Appendix A of the report) 2. The corporate risks as at October 2023 (Appendices B and C of the report) 3. The departmental risk summaries (Appendix D) in the report. 	No	N/A
14	Corporately Significant Vital Signs	<p>Cabinet RESOLVED to:</p> <ol style="list-style-type: none"> 1. Review and comment on the end of Quarter 1 performance data. 2. Review the considerations and next steps. 3. Agree the 19 highlighted actions as set out in the report 	No	N/A
15	Mayton Wood Recycling Centre	<p>Cabinet RESOLVED to Agree to relocate Mayton Wood Recycling Centre operations to the new Norwich North Recycling Centre from December 2023.</p>	Yes	24/08/23
16	Strategic and financial planning 2024-25	<p>Cabinet RESOLVED to:</p> <ol style="list-style-type: none"> 1. To consider and comment on the County Council's financial strategy as set out in this report and note that the Budget process is aligned to the overall policy and financial framework; 2. To note that fiscal and policy decisions made by the Government in autumn 2023, may have implications for the County Council's budget planning position. The outcome of these national funding announcements, alongside the Local Government Finance Settlement, will have potentially significant impacts on the 2024-25 Budget position, which will not be fully known until later in the budget setting process. 3. To consider and agree for planning purposes the latest assessment of significant areas of risk and uncertainty around emerging budget pressures for the 2024-25 Budget and Medium Term Financial Strategy, which remain to be resolved and which may have a material impact on budget planning (section 8 of the report). 4. To direct Executive Directors to identify proposals for further recurrent Departmental savings towards the original target of £46.200m agreed in June 2023, for consideration by Cabinet in January 2024 and to support final 2024-25 Budget recommendations to Full Council. 5. To note that, taking into account the significant budget pressures for 2024-25, the S151 Officer anticipates recommending that the Council will need to 	Yes	5/06/23

		<p>apply the maximum council tax increase available in order to set a sustainable balanced budget for 2024-25;</p> <p>6. To note the responsibilities of the Director of Strategic Finance under section 114 of the Local Government Act 1988 and section 25 of the Local Government Act 2003 to comment on the robustness of budget estimates as set out in section 9 and the further actions which may be required to set a balanced budget as set out in paragraph 10.3 of the report;</p> <p>7. To consider and agree the proposals as set out in section 5 of the report (Table 5) to be taken forward in budget planning for 2024-25, subject to final decisions about the overall Budget in February 2024, noting the level of savings already included from the 2023-24 Budget process (Table 3 of the report);</p> <p>8. To agree that public consultation (as set out in section 11 of the report) and equality impact assessment (as set out in section 17 of the report) in relation to all other proposals for the 2024-25 Budget be undertaken as set out in section 11 of the report, and asking residents for their views on the level of council tax;</p> <p>9. To note that the Chief Executive (Head of Paid Service) has the delegation to undertake any staff consultation relating to specific proposals as required to inform and support 2024-25 Budget setting decisions in January 2024;</p> <p>10. To confirm the remaining next steps in the Budget planning process for 2024-25, and the Budget planning timetable (Appendix 1 of the report); and</p> <p>11. To note and thank Select Committees for their input into the Budget development process for 2024-25 in July, and to invite Select Committees to comment further on the detailed proposals set out in this report when they meet in November 2023 (section 19 of the report).</p>		
17	Finance Monitoring Report 2023-24 P5: August 2023	<p>Cabinet RESOLVED:</p> <p>1.To note the reduction of £9.991m to the capital programme to address capital funding requirements funded mostly from various external sources as set out in detail in capital Appendix 3, paragraph 1.4 of the report as follows:</p> <ul style="list-style-type: none"> • (£0.459k) reduction in NCC Borrowing requirement due to the release of surplus capital budgets in Corporate Property – Offices. • (£3.878m) net reduction in Highways improvement and maintenance schemes, mainly due to a reduction in external grant funding 	Yes	2/03/23

forecasted following revisions to project forecasts for 2023-24, after allocations to various projects including the Great Yarmouth Harfreys Roundabout £1.262m, Caister on Sea bypass £0.7m

- (£5.515m) reduction in NCC Borrowing requirement due to the release of capital budget following the decision to dispose of Wensum Lodge and move the Adult Learning courses to more accessible premises across the county.
 - (£0.139m) net reduction in various other schemes
2. To recommend to Council the following amendments to the P6 capital programme for the following schemes as set out in Capital Appendix 3, paragraph 4.2-4.3 of the report as follows:
- the inter-service virements of £1.287m from Digital Services to fund the Norfolk Fire and Rescue Service Command and Control System as set out in Appendix 3 of the report, note 4.2
 - £0.075m uplift to the Environment (Planning and Advice) project to fund the additional works associated with Biodiversity Net Gain (BNG) responsibilities as set out in Appendix 3 of the report, note 4.3.
3. Subject to Cabinet approval of recommendation 1, and following Council approval of recommendation 2, to delegate:
- 3.1. To the Director of Procurement authority to undertake the necessary procurement processes including the determination of the minimum standards and selection criteria (if any) and the award criteria; to shortlist bidders; to make provisional award decisions (in consultation with the Chief Officer responsible for each scheme); to award contracts; to negotiate where the procurement procedure so permits; and to terminate award procedures if necessary.
- 3.2. To the Director of Property authority (notwithstanding the limits set out at 5.13.6 and 5.13.7 of Financial Regulations) to negotiate or tender for or otherwise acquire the required land to deliver the schemes (including temporary land required for delivery of the works) and to dispose of land so acquired that is no longer required upon completion of the scheme;
- 3.3. To each responsible chief officer authority to:
- (in the case of two-stage design and build contracts) agree the price for the works upon completion of the design stage and direct that the works proceed; or alternatively direct that the works be recompeted

		<ul style="list-style-type: none"> • approve purchase orders, employer’s instructions, compensation events or other contractual instructions necessary to effect changes in contracts that are necessitated by discoveries, unexpected ground conditions, planning conditions, requirements arising from detailed design or minor changes in scope • subject always to the forecast cost including works, land, fees and disbursements remaining within the agreed scheme or programme budget. • That the officers exercising the delegated authorities set out above shall do so in accordance with the council’s Policy Framework, with the approach to Social Value in Procurement endorsed by Cabinet at its meeting of 6 July 2020, and with the approach set out in the paper entitled “Sourcing strategy for council services” approved by Policy & Resources Committee at its meeting of 16 July 2018. <p>4. To recognise the period 5 general fund forecast revenue of a balanced position, noting also that Executive Directors will take measures to reduce or eliminate potential over-spends where these occur within services;</p> <p>5. To recognise the period 5 forecast of 95% savings delivery in 2023-24, noting also that Executive Directors will continue to take measures to mitigate potential savings shortfalls through alternative savings or underspends;</p> <p>6. To note the forecast General Balances at 31 March 2024 of £25.410m.</p> <p>7. To note the expenditure and funding of the revised current and future 2023-28 capital programmes including the significant reprofiling undertaken to date and the reduction in the capital programmes of £9.991m in P5.</p> <p>8. To approve the appointment of directors to Norfolk County Council owned companies and joint ventures as set out in section 2.3 of the report, as required by the Council’s Financial Regulations.</p> <p>9. To approve the deferment of the first repayment of the Hethel Innovation Ltd 2021 £2.000m loan to 18 December 2026 with the associated uplift to the annual repayments to £0.117k per annum for the remaining 33 years as set out in Appendix 3 of the report, note 3.7.</p>		
18	Reports of the Cabinet Member and Executive Director Delegated Decisions made since	Cabinet RESOLVED to note the delegated decisions made since the last Cabinet meeting.	N/A	N/A

	the last Cabinet meeting			
19	Exclusion of the Public	Cabinet RESOLVED to exclude the public from the meeting	N/A	N/A
20	Local Enterprise Partnership (LEP) Integration Plan: Exempt Appendix	Cabinet did not discuss the exempt appendix, however noted its contents.	N/A	N/A

Call-ins should be submitted to committees@norfolk.gov.uk using the call-in form by no later than 4.00pm on **Tuesday 10 October 2023**. Further information about the call-in process can be found in [Part 7.4 of the Council's Constitution](#).

In circumstances where a decision is taken by Cabinet but needs to be implemented urgently, the call-in procedures will not apply. These will be identified on the Cabinet agenda and the decision notice.

Any Decisions called-in from those made by Cabinet on 2 October 2023 will be considered at a Scrutiny Committee on 18 October 2023.