



## CABINET

### Summary of Decisions made by Cabinet – Monday 6 March 2023

Agenda Item	Report Title	Decision	Key Decision	Date Forward Plan Published
4.	Matters referred to Cabinet by the Scrutiny Committee: Education, Health and Care Plans	Cabinet: <ul style="list-style-type: none"> <li>• <b>Considered</b> the recommendation from Scrutiny Committee outlined in the report responding to issues raised</li> <li>• <b>Noted</b> the verbal response to the recommendation from Scrutiny Committee given by the Cabinet Member for Children's Services who explained the developments which would be put in place to support families and children with Special Educational Needs and Disabilities to reduce the incidence of appeals relating to Education Health and Care Plans.</li> </ul>	No	N/A
8.	Norfolk Fire and Rescue Service Community Risk Management Plan 2023/26	Cabinet <b>RESOLVED</b> to: 1. Agree the CRMP23-26 (Community Risk Management Plan) Final Version as set out in Appendix A of the report 2. Recommend to full council that the CRMP23-26 is adopted	Yes	03/03/2022
9.	Adult Learning Annual Plan	Cabinet <b>RESOLVED</b> to: 1. To commend the Adult Learning service for its exceptional performance and contribution to Norfolk priorities. 2. To approve the Adult Learning Annual Plan for 2023/24.	No	N/A
10.	Highway Parish Partnership Schemes 2023-24	Cabinet <b>RESOLVED</b> to: 1. To approve the 75 local schemes listed in Appendix B of the report for inclusion in the Parish Partnership Programme for 2023/24. 2. To approve the 20 vehicle activated sign schemes listed in Appendix C of the report for inclusion in the Parish Partnership Programme for 2023/24, subject to securing funding from the Safety Camera Partnership.	Yes	21/07/2021
11.	Highways Capital Programme 2023/24/25 and Transport Asset Management Plan (TAMP)	Cabinet <b>RESOLVED</b> to: 1. Approve the Highways Capital Programme including the proposed draft allocations and programme for 2023/24 and indicative allocations for 2024/25/26 (as set out in Appendices A, B and C of the report). 2. Approve the proposals for the £10m Highway Maintenance Fund (as set out in Appendix D of the report).	Yes	21/07/2021

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		3. Approve the proposals for the Road Safety Community Fund (as set out in Appendices E and F of the report). 4. Approve the Transport Asset Management Plan (TAMP) for 2023/24 to 2027/28.		
12.	Norfolk Investment Framework Pilot Projects	Cabinet <b>RESOLVED</b> : 1. To approve £1,500,000 funding within the 2023/24 budget, to deliver the Norfolk Investment Framework (NIF) pilot projects recommended for approval in this report. 2. For a performance update report on the NIF Pilot Projects to be brought back to Cabinet in April 2024.	Yes	02/02/2023
13.	Harleston Independent Living	Cabinet <b>RESOLVED</b> to: a) To approve £4,095,000 of capital contribution funding from the existing £29m Independent Living (extra care) capital programme to Saffron Housing Trust to support the development and secure nominations rights for 91 apartments in a new Independent Living scheme for older people in Harleston, South Norfolk b) To approve an exemption under paragraph 10(a)(iii) of contract standing orders c) To delegate the responsibility to the Director of Commissioning to complete the relevant contract(s) with Saffron Housing Trust	Yes	02/02/2023
14.	Market Sustainability Plan	Cabinet <b>RESOLVED</b> to: a) To continue to support the national discussion for sustainable funding for local authorities b) To approve publication of the Norfolk Market Sustainability Plan (attached at Appendix A of the report)	Yes	18/01/2023
15.	Modern Slavery Statement 2021-22	Cabinet <b>RESOLVED</b> : A. To agree: 1. The Modern Slavery Statement for the year 2021/2022 (in Appendix B of the report); and 2. The Equality Impact Assessment (EqIA) at Appendix A of the report. B. To note progress against the action plan and agree that Corporate Select Committee should be asked to review progress on modern slavery this summer, before the 2022/23 statement is brought to Cabinet for approval	No	N/A
16.	Equality Diversity & Inclusion (EDI)	Cabinet <b>RESOLVED</b> to: 1. Note the progress to date;	No	N/A

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	Objectives for 2023-2026	2. Consider the operational challenges set out in Section 2 of the report and the evidence gathering that has taken place to prepare new objectives; 3. Agree the proposed objectives and priorities for 2023 to 2026 set out in Section 4 and Appendix 1 of the report.		
17.	Strategic Review and Future Transformation	Cabinet <b>RESOLVED</b> : 1. To agree to the Strategic Review being continued, as part of our ongoing transformation journey, to meet the challenges being faced by the Council 2. To ask officers to bring further reports to Cabinet on the review method and intended financial savings	No	N/A
18.	NCC Companies Business Plans	Cabinet <b>RESOLVED</b> to: 1. Review and approve the Hethel Innovation Ltd 2023/24 Business Plan in Appendix A of the report with the following amendment: <ul style="list-style-type: none"> <li>Alter the wording of the objective “integrate with NCC’s economic development team” on the first page of the Hethel Innovation business plan, shown on page 423 of the Cabinet agenda, to instead state “<b>collaborate</b> with NCC’s economic development team”</li> </ul> 2. Review and approve the Independence Matters C.I.C 2023/24 Business Plan in Appendix B of the report. 3. Review and approve the Norse Group Limited 2023/24 Business Plan in Appendix C of the report. 4. Review and approve the Repton Property Developments Limited 2023/24 Business Plan in Appendix D of the report.	No	N/A
19.	Finance Monitoring Report 2022-23 P10: January 2023	Cabinet <b>RESOLVED</b> : 1. To recommend to full Council the addition of <b>£9.228m</b> 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 4.2 of the report, as follows: <ul style="list-style-type: none"> <li>£0.657m S106 contributions to various Schools projects</li> <li>£7.4m Town Deal funding and previously approved £3.148m NCC Borrowing to fund the Kings Lynn Multi User Hub</li> <li>£0.194m miscellaneous minor adjustments to project budgets for S106 contributions and final estimates</li> <li>Offset by a budget reduction of £2.171m in Department of Transport funding for Highways based on the latest forecast for the Norwich City Centre E-bound traffic reduction scheme</li> </ul>	No	N/A

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		<p>2. To recommend to Full Council the addition of £0.6m to the capital programme for the purchase of Wildfire Personal Protective Equipment as set out within the Norfolk Fire and Rescue Service Community Risk Management Plan elsewhere in this agenda</p> <p>3. Subject to full Council approval of recommendation 1 and 2 to delegate:</p> <p>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.</p> <p>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.</p> <p>3.3) To each responsible chief officer authority to:</p> <ul style="list-style-type: none"> <li>• (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</li> <li>• 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</li> <li>• subject always to the forecast cost including works, land, fees and disbursements remaining within the agreed scheme or programme budget.</li> <li>• That the officers exercising the delegated authorities set out above shall do so in accordance with the council's</li> </ul>		

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		<p>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 &amp; Resources Committee at its meeting of 16 July 2018.</p> <p>4. To note the progress towards achieving 100% ownership of Independence Matters and the share transfer due to take place in March 2023, and delegate to the Executive Director of Finance and Commercial Services to agree updated Articles of Association to reflect the change in ownership, controls are in place as are required to ensure the relationship with the company is compliant with regulation 12 of the Public Contracts Regulations 2015 and consequential changes to Board membership.</p> <p>5. To approve the appointment of Craig Chalmers, Director of Community Social Work, as County Council Director on the Independence Matters Board with effect from the date of the share transfer, and note that an additional Director appointment will be proposed to Cabinet in April 2023, if required</p> <p>6. To approve the acceptance of two Arts Council England (ACE) grants for investment in the Norfolk Museums Service comprising of</p> <ul style="list-style-type: none"> <li>a. £4.126m National Portfolio Organisations (NPOs) over 2023-26 at £1.375m per year</li> <li>b. £0.444m annual grant to SHARE Museums East for 2023-24</li> </ul> <p>7. To approve the write-off seven debts over £10,000 totalling £114,658.40 due to the exhaustion of estate and legal options where there is no further possibility of recovery, as set out in Appendix 2 paragraph 3.9 of the report;</p> <p>8. To recognise the period 10 general fund revenue forecast of a balanced budget, noting also that Executive Directors will take measures to reduce or eliminate potential over-spends where these occur within services to maintain a balance budget at the year end.</p>		

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		<p>9. To recognise the period 10 forecast of 92% savings delivery in 2022-23, noting also that Executive Directors will continue to take measures to mitigate potential savings shortfalls through alternative savings or underspends;</p> <p>10. To note the forecast General Balances at 31 March 2023 of <b>£24.340m</b>, assuming the Council will mitigate the overspends reported in P10 of the report.</p> <p>11. To note the expenditure and funding of the current and future 2022-27 capital programmes has been increased by <b>£51.135m</b> as set out in detail in capital Appendix 3, paragraph 4.1 of the report, as follows:</p> <ul style="list-style-type: none"> <li>• £7.8m uplift to Highways schemes as previously approved by Full Council in September 22</li> <li>• £43.35m additional NCC Borrowing for various capital schemes approved by Full Council on 21 February 23 in the 2023-24 Capital Strategy</li> <li>• £0.201m NCC Borrowing to fund the Electric Vehicle Charging points</li> </ul>		
20.	Authority to enact capital programme	<p>Cabinet <b>RESOLVED</b>:</p> <p>1. To undertake a programme of capital works for which the Council has agreed a budget, as further set out in the paper <i>Capital strategy and programme 2023-24</i> (the “Programme Paper”) approved by Cabinet on 30 January 2023</p> <p>2. To delegate:</p> <ul style="list-style-type: none"> <li>a. 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;</li> <li>b. 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 acquired for delivery of the works) and to</li> </ul>	Yes	01/09/2022

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		<p>dispose of land so acquired that is no longer required upon completion of the scheme;</p> <p>c. to each responsible chief officer authority to:</p> <ul style="list-style-type: none"> <li>i. (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 recompleted</li> <li>ii. 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.</li> </ul> <p>3. 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 &amp; Resources Committee at its meeting of 16 July 2018.</p>		
21.	Disposal, acquisition and exploitation of property	<p>Cabinet <b>RESOLVED</b>:</p> <ol style="list-style-type: none"> <li>1. To formally declare Norman House, Tarworks Road, Great Yarmouth NR30 1QR (6009/025) surplus to County Council requirements and instruct the Director of Property to dispose of the property. In the event of a disposal receipt exceeding delegated limits the Director of Property in consultation with the Executive Director of Finance &amp; Commercial Services and Cabinet Member for Commercial Services &amp; Asset Management is authorised to accept the most advantageous offer.</li> <li>2. To formally declare Land at King's Lynn Academy, Queen Mary Road, Gaywood, King's Lynn PE30 4QG (2045/067B) surplus to County Council requirements and instruct the Director of Property to dispose of the property. In the event of a disposal receipt exceeding delegated limits the Director of Property in consultation with the Executive Director of Finance</li> </ol>	<p>Yes: for acquisition at Lynn Road, Swaffham</p> <p>No: for other cases</p>	<p>08/12/2022</p> <p>N/A</p>

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		<p>&amp; Commercial Services and Cabinet Member for Commercial Services &amp; Asset Management is authorised to accept the most advantageous offer.</p> <p>3. To formally declare the Woodside Complex, Norwich surplus to County Council requirements and:</p> <ul style="list-style-type: none"> <li>(i) Instruct the Director of Property to dispose of the site to an independent living/extra care housing provider, or</li> <li>(ii) In the event of no satisfactory agreement instruct the Director of Property to dispose of the property on the open market.</li> </ul> <p>In the event of a disposal receipt exceeding delegated limits the Director of Property in consultation with the Executive Director of Finance and Commercial Services and Cabinet Member for Commercial Services and Asset Management is authorised to accept the most advantageous offer.</p> <p>4. To agree to the purchase of Low Farm, The Street, Ringland NR8 6JG on terms agreed as detailed in confidential Appendix A and instruct the Director of Property to oversee the implementation of the acquisition.</p> <p>5. To formally declare the Land at Ward's Chase, Stow Bardolph (2075/130 part) surplus to County Council requirements and:</p> <ul style="list-style-type: none"> <li>(i) Instruct the Director of Property to dispose of the site to the adjoining owner, or</li> <li>(ii) In the event of no satisfactory agreement instruct the Director of Property to dispose of the property on the open market</li> </ul> <p>In the event of a disposal receipt exceeding delegated limits the Director of Property in consultation with the Executive Director of Finance and Commercial Services and Cabinet Member for Commercial Services and Asset Management is authorised to accept the most advantageous offer.</p> <p>6. To authorise the purchase of the land at Lynne Road Swaffham on the terms as detailed in confidential Appendix A and instruct the Director of Property to implement the acquisition.</p> <p>7. To reaffirm their decision made on the 7 November 2022 Cabinet report as follows: to confirm their agreement to formally declare the Land at Terrington Fern House Estate (part), Terrington St Clement (2078/108A) (edged red on plan (as noted on the correct plan)) amounting to 1.65 hectares surplus to County Council requirements and instruct the Director of Property to dispose of the property. In the event of the disposal receipt</p>		



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		<p>exceeding the valuation figure limits the Director of Property in consultation with the Executive Director of Finance and Commercial Services and Cabinet Member for Commercial Services and Asset Management is authorised to accept the most advantageous offer.</p> <p>8. To formally adopt the metal detecting and field walking policy as detailed in Appendix 1 of the report.</p>		
22.	Reports of the Cabinet Member Delegated Decisions made since the last Cabinet meeting	Cabinet <b>RESOLVED</b> to <b>note</b> the Delegated Decisions made since the last Cabinet meeting	No	N/A
23.	Exclusion of the Public	Cabinet <b>RESOLVED not</b> to exclude the public from the meeting	N/A	N/A
24.	Disposal, Acquisition & Exploitation of Property: Exempt Appendix A	Cabinet did not discuss the exempt appendix.	N/A	N/A

Call-ins should be submitted to [committees@norfolk.gov.uk](mailto:committees@norfolk.gov.uk) using the call-in form by no later than 4.00pm on Monday 13 March 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 6 March 2023 will be considered at a Scrutiny Committee to be held on Thursday 16 March 2023.