



CABINET

Summary of decisions made at the meeting held on Monday 13 January 2020

Agenda Item	Report Title	Decision	Key Decision	Date Forward Plan Published
7	Norfolk Fire & Rescue Integrated Risk Management Plan 2020-2023	Cabinet considered and reviewed the report and RESOLVED to: <ol style="list-style-type: none">Note the changes to the draft Integrated Risk Management Plan 2020-23 as a result of the feedback from the public consultation, as set out in Appendix B of the report.Note the findings of the Equality Impact Assessment, as set out at Appendix C of the report.Recommend to full Council that they approve the Integrated Risk Management Plan for 2020-2023, as set out in Appendix D of the report.	Yes	13 December 2019
8	Finance Monitoring Report P8 : November 2019	Cabinet RESOLVED to <ul style="list-style-type: none">Recommend to County Council an addition to the capital programme to fund Scottow Enterprise Park deferred purchase costs, as set out in the exempt Appendix 3.Note the period 8 forecast general fund revenue overspend of £3.696m noting also that Executive Directors will take measures throughout the year to reduce or eliminate potential overspends.Note the period 8 forecast shortfall in savings of £4.916m, noting also that Executive Directors will take measures throughout the year to mitigate savings shortfalls through alternative savings or underspends;Note the forecast General Balances at 31 March 2020 of £19.623m, before taking into account any over/underspends;Note the expenditure and funding of the revised current and future 2019-22 capital programmes.	Yes	13 December 2019

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9	Social Infrastructure Fund	Cabinet RESOLVED to 1. Approve earmarking £1m in the annual capital budget starting in 2020/21 for a social infrastructure fund. 2. Approve the proposed internal management arrangements set out in the paper. 3. Approve the proposed criteria and rules for a social infrastructure fund set out in the Appendices to the report. 4. Invite officers to develop the detailed application processes, paperwork and timetables.	Yes	13 December 2019
10	NCC Nurseries Ltd Business Plan	Cabinet reviewed the report and RESOLVED to: <ul style="list-style-type: none"> Approve the NCC Nurseries Limited Business Plan to 31 March 2021 to ensure they reflect the aspirations of the shareholder. 	Yes	13 January 2019
11	NCC HH Ltd Business Plan	Cabinet reviewed the report and RESOLVED to: <ul style="list-style-type: none"> Approve the NCC HH Limited Business Plan to 31 March 2021 to ensure they reflect the aspirations of the shareholder. 	Yes	13 January 2019
12	Fee Levels for Adult Social Care Providers 2020-21	Cabinet considered the report and RESOLVED to: Agree the approach to fee uplifts for the 2020/21 financial year as set out below: a) In respect of contracts where an inflation index or indices are references an uplift is implemented to match any changes in the relevant index or indices. b) In respect of contracts where there is a fixed price for the duration of the contract, no additional uplift in contract prices takes place. c) In other contracts, where the Council has discretion in relation to inflationary uplifts, that uplifts are considered in line with those set out in the report. d) In the case of residential and nursing care any final uplift including other adjustments is subject to formal consultation with implementation being through the use of Chief Officer delegated powers following that process.	Yes	13 December 2019
13	Norfolk County Council Revenue 2020-21 and Medium-Term Financial Strategy.	Cabinet RESOLVED : 1) To note the statements regarding the uncertain planning environment, robustness of budget estimates, assumptions and risks relating to the 2020-21 budget, and (due to the unique level of uncertainty for budget setting this year) authorise the Executive Director of Finance and Commercial Services, in consultation with the Leader of the Council and the Cabinet Member for Finance, to make any changes required to reflect Final Local Government Finance Settlement information (if available), or changes in council tax and business rates forecasts from District Councils, in order to maintain a balanced budget position for presentation to Full Council.	Yes	13 December 2019

		<p>2) To note the findings of public consultation as set out in Appendix 5, and consider these when recommending the budget changes required to deliver a balanced budget as set out in Appendix 1.</p> <p>3) To note the council's duty under the Equality Act 2010 to have due regard to the need to:</p> <ul style="list-style-type: none"> • Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; • Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and • Foster good relations between persons who share a relevant protected characteristic and persons who do not share it. <p>4) To delegate authority to the Leader of the Council to approve a response to the consultation undertaken on the provisional Settlement.</p> <p>5) To note the budgetary implications of the latest advice from the Government in relation to deficits on the High Needs Block of the Dedicated Schools Grant as set out in section 5 of Appendix 1.</p> <p>6) To note the decision by Norfolk Leaders, acting as the Pool Board, in respect of the membership of the 2020-21 Business Rates Pool, use of 2018-19 funds available, and the associated risks, as set out in section 8 of Appendix 1.</p> <p>7) To note the potential implications of the new CIPFA Financial Management Code as detailed in section 14 of Appendix 1, and agree to develop an action plan to enhance the council's compliance with the code for the 2021-22 financial year to be presented to Cabinet for approval during 2020-21 as part of the budget setting process.</p> <p>8) To agree to recommend to County Council:</p> <ul style="list-style-type: none"> a) The level of risk and budget assumptions set out in the Robustness of Estimates report (Appendix 4), which underpin the revenue and capital budget decisions and planning for 2020-24. b) The principle of seeking to increase general fund balances in 2020-21 and that any additional resources which become available during the year should be added to the general fund balance wherever possible. c) The findings of public consultation (Appendix 5), which should be considered when agreeing the 2020-21 Budget (Appendix 1). d) An overall County Council Net Revenue Budget of £427.660m for 2020-21, including budget increases of £110.148m and budget decreases of - 		
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		<p>£91.781m as set out in Table 11 of Appendix 1, and the actions required to deliver the proposed savings.</p> <p>e) The budget proposals set out for 2021-22 to 2023-24, including authorising Executive Directors to take the action required to deliver budget savings for 2021-22 to 2023-24 as appropriate.</p> <p>f) With regard to the future years, that further plans to meet the remaining budget shortfalls in the period 2021-22 to 2023-24 are developed and brought back to Cabinet during 2020-21.</p> <p>g) To note the advice of the Executive Director of Finance and Commercial Services (Section 151 Officer), in section 6 of Appendix 1, on the financial impact of an increase in council tax, and confirm, or otherwise, the assumptions that:</p> <p>i) the council's 2020-21 budget will include a general council tax increase of 1.99% and a 2.00% increase in the Adult Social Care precept, an overall increase of 3.99% (shown in section 6 of Appendix 1) based on the current discretions offered by Government and as recommended by the Executive Director of Finance and Commercial Services.</p> <p>ii) the council's budget planning in future years will include council tax increases of 1.99% for planning purposes, as set out in the Medium Term Financial Strategy (MTFS Table 4 in Appendix 2). These council tax assumptions have regard to the level of referendum threshold expected to be set for the year, and take into account the Government's historic assumptions that local authorities will raise the maximum council tax available to them. The final level of council tax for future years is subject to Member decisions annually.</p> <p>iii) no future increases in the Adult Social Care precept in 2021-22 onwards are assumed based on current Government policy but that these will be subject to Member decisions annually within and informed by any parameters defined by the Government.</p> <p>iv) if the referendum threshold were increased in the period 2021-22 to 2023-24 to above 1.99%, or any further discretion were offered to increase the Adult Social Care precept (or similar), then it is likely that the Section 151 Officer would recommend the council take advantage of this flexibility in view of the council's overall financial position as set out in the assumptions in section 5 of Appendix 1.</p> <p>h) That the Executive Director of Finance and Commercial Services be authorised to transfer from the County Fund to the Salaries and General Accounts all sums necessary in respect of revenue and capital</p>		
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		<p>expenditure provided in the 2020-21 Budget, to make payments, to raise and repay loans, and to invest funds.</p> <p>i) To agree the Medium Term Financial Strategy 2020-24 as set out in Appendix 2, including the two policy objectives to be achieved:</p> <p>i) Revenue: To identify further funding or savings for 2021-22 and 2023-24 to produce a balanced budget in all years 2020-24 in accordance with the timetable set out in the Revenue Budget report (Table 1 of Appendix 1).</p> <p>ii) Capital: To provide a framework for identifying and prioritising capital requirements and proposals to ensure that all capital investment is targeted at meeting the Council's priorities.</p> <p>j) The mitigating actions proposed in the equality and rural impact assessments (Appendix 6).</p> <p>k) Note the planned reduction in non-schools earmarked and general reserves of 37.9% over five years, from £88.709m (March 2019) to £55.109m (March 2024) (Reserves Table 6 in Appendix 3);</p> <p>l) Note the policy on reserves and provisions in Section 3 of Appendix 3;</p> <p>m) Agree, based on current planning assumptions and risk forecasts set out in Appendix 3:</p> <p>i) for 2020-21, a minimum level of general balances of £19.623m, and</p> <p>ii) a forecast minimum level for planning purposes of</p> <ul style="list-style-type: none"> • 2021-22, £25.982m; • 2022-23, £26.343m; and • 2023-24, £26.431m. <p>as part of the consideration of the budget plans for 2020-24, reflecting the transfer of risk from Central to Local Government, and supporting recommendations;</p> <p>n) Agree the use of non-school Earmarked Reserves, as set out in Reserves Table 5 of Appendix 3.</p>		
14	Capital Strategy & Programme 2020-21	<p>Cabinet RESOLVED to:</p> <p>1. Note known grant settlements as summarised in Section 3 of the report and agree that future capital grants would be added to the programme when confirmed;</p> <p>2. Note the estimated capital receipts to be generated, subject to market conditions, over the next three years to support schemes not funded from other sources, as set out in Table 5 of the report.</p>	Yes	13 December 2019

		3. Agree the Capital Strategy at Appendix A as a framework for the prioritisation and continued development of the Council's capital programme. 4. Agree the proposed 2020-23+ capital programme of £536.577m. 5. Refer the programme to County Council for approval , including the new and extended capital schemes outlined in Appendix D of the report. 6. Recommend to County Council the Council's Flexible Use of Capital Receipts Strategy for 2020-21 to 2021-22 as set out in Section 5 of the report.		
15	Highway Capital Programme 2020/21/22/23 and Transport Asset Management Plan (TAMP).	Cabinet RESOLVED to approve: 1. The Highways Capital Programme including the proposed draft allocations and programme for 2020/21 and indicative allocations for 2021/22/23 (as set out in Appendices A, B, C and D of the report). 2. The Transport Asset Management Plan (TAMP) for 2020/21 to 2024/25.	Yes	13 December 2019
16	Residual Waste: Procurement and Suffolk Inter-Authority Agreement	Cabinet RESOLVED to: 1. continue the arrangement with Suffolk County Council for the delegation of certain limited residual waste disposal functions where: a) The arrangement represents value for money. b) The continuation is from 01 April 2021 and is for six years in principle and which could be extended for up to a further two years. c) The initial tonnage is around 20,000 tonnes a year with the potential to vary in line with available capacity. 2. delegate to the Executive Director, Community and Environmental Services in consultation with the Cabinet Member for Environment and Waste the approval of any documents together with any other acts or instruments required to continue the arrangement. 3. approve use of the procurement strategy and the commencement of a procurement process to secure services to process, treat and dispose of Norfolk's residual municipal waste as agreed by Cabinet in its decision of 07 October 2019, having taken account of the reduction in the estimated annual tonnage requirement from 2021 to approximately 180,000 tonnes a year.	Yes	13 December 2019
17	Norfolk Museums Service 5-year Strategic Framework	Cabinet RESOLVED to approve: 1. the Norfolk Museums Service's 5-year Strategic Framework. 2. To commend Norfolk Museums Service's key goals and performance outcomes.	Yes	13 December 2019

18	Environmental Policy for Norfolk County Council – Member Oversight Group	<p>Cabinet RESOLVED to:</p> <ol style="list-style-type: none"> 1. Approve the Terms of Reference for the Environmental Policy for NCC Member Oversight Group, as set out in Appendix A of the report. 2. Agree to review the new Member Oversight Group arrangements after 12 months to ensure they are fit for purpose. 	No	N/A
19	Annual Investment and Treasury Strategy 2020/21	<p>Cabinet RESOLVED to:</p> <ul style="list-style-type: none"> • Endorse and recommend to County Council, the Annual Investment and Treasury Strategy for 2020-21, including: <ul style="list-style-type: none"> ○ The capital prudential indicators included in the body of the report; ○ The Minimum Revenue Provision Statement 2020-21; ○ The list of approved counterparties at Appendix 4, including working capital facilities for NCC Nurseries Limited (maximum £0.250m), NCC HH Limited (maximum £0.250m) and Independence Matters CIC (Maximum £1m) to be made available from the date of approval by County Council; ○ The treasury management prudential indicators detailed in Appendix 5. 	No	N/A
20	Risk Management	<p>Cabinet considered the report and RESOLVED to:</p> <ol style="list-style-type: none"> 1. Agree the key messages and key changes to corporate risks since the last risk management report in September 2019. 2. Note the corporate risks as at mid-December 2019. 	No	N/A
21	Corporately Significant Vital Signs Report – December 2019.	<p>Cabinet reviewed the report and RESOLVED to:</p> <ol style="list-style-type: none"> 1. Note the performance data and planned actions. 	No	N/A
22	Health, Safety & Wellbeing Mid-Year Report 2019-20.	<p>Cabinet considered the report and RESOLVED to:</p> <ul style="list-style-type: none"> • Note the necessary steps required to provide the leadership needed to secure the improvements as identified in the report, including ensuring: <ul style="list-style-type: none"> ○ Managers review and investigate incidents in a timely way (target of 90% completed within 90 days, current performance 68%). ○ Services to support mental wellbeing and musculoskeletal health are fully utilised to support the reduction of absence and turnover in NCC (absence is currently 3.8% against a target of 3.5% and the number of employees retained for more than 2 years is 68.63% against a target of 80%). ○ Services improve the approach to change to reduce the impact this may have on mental health wellbeing. ○ All employees have completed all of the health and safety training needed to ensure they are competent in their role (training 	No	N/A

		compliance issues were identified at 17% of monitoring visits against a target of ≤10%).		
23	Dedicated Schools Grant (DSG) Funding.	<p>Cabinet RESOLVED to agree:</p> <ol style="list-style-type: none"> 1. The Dedicated Schools Grant funding and the changes to the schools funding formula; 2. To delegate decision making powers to the Executive Director of Children's Services, in consultation with the Lead Cabinet Member for Children's Services, to revise the funding cap once the final Dedicated Schools Grant calculations of individual school allocations are known. 	Yes	13 December 2019
24	Education Landscape and School Place Sufficiency	<p>Cabinet RESOLVED to:</p> <ol style="list-style-type: none"> 1 A Agree the amended policy approach including a district focus on planning for demographic growth and decline. B Agree amendments to processes for capital prioritisation and school organisation taking account of the new Cabinet system. 2 Agree the Admission Coordination and Policy for 2021/22. 3 Note and endorse the Schools Local Growth and Investment Plan. 	Yes	13 December 2019
25	Disposal, acquisition and exploitation of property.	<p>Cabinet RESOLVED to:</p> <ol style="list-style-type: none"> 1. Formally declare the 20 Clarence Road, Great Yarmouth (6009/071) surplus to County Council requirements and instruct the Head of Property to dispose of the property. In the event of a disposal receipt exceeding delegated limits the Head of Property in consultation with the Executive Director of Finance & Commercial Services and Cabinet Member for Commercial Services & Asset Management is authorised to accept the most advantageous offer. 2. Formally declare the 13 property assets as listed in Table 1 surplus to Council requirements and instruct the Head of Property to dispose. In the event of a disposal receipt for an individual property exceeding delegated limits the Head of Property in consultation with the Executive Director of Finance & Commercial Services and Cabinet Member for Commercial Services & Asset Management is authorised to accept the most advantageous offer. 3. Formally declare the Thatched Cottage, Long Stratton (7067/018) surplus to County Council requirements and instruct the Head of Property to dispose of the property. In the event of a disposal receipt exceeding delegated limits the Head of Property in consultation with the Executive Director of Finance & Commercial Services and Cabinet Member for Commercial Services & Asset Management is authorised to accept the most advantageous offer. 	No	N/A

		<p>4. Formally declare the Primary School, 3 Dell Loke, Trowse with Newton (7108/015) surplus to County Council requirements and instruct the Head of Property to dispose of the property. In the event of a disposal receipt exceeding delegated limits the Head of Property in consultation with the Executive Director of Finance & Commercial Services and Cabinet Member for Commercial Services & Asset Management is authorised to accept the most advantageous offer.</p> <p>5. Endorse and adopt the proposed renewal of farm business tenancies policy.</p>		
26	Delegated Decisions Reports	<p>Cabinet noted the following Cabinet Member Delegated Decisions:</p> <p>Cabinet Member for Highways, Infrastructure and Transport:</p> <ul style="list-style-type: none"> • Winterton, Beach Road Waiting Restriction. • Norwich Transforming Cities Bid – Funding Submission • Cromer, The Gangway, Clearway Order <p>Cabinet Member for Commercial Services and Asset Management:</p> <ul style="list-style-type: none"> • Plot sale at Industrial Land off London Road, Attleborough. 	No	N/A

Call ins should be submitted to committees@norfolk.gov.uk using the [call-in form](#) by no later than 4.00pm on Monday 20 January 2020. Further information about the call-in process can be found in [Article 6.4 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 the 13 January 2020 Cabinet meeting will be considered at the meeting of the Scrutiny Committee to be held on Tuesday 28 January 2020.