

Cabinet**17:31 to 18:53****Wednesday, 09 September 2026**

Present: Councillors Galvin (Leader of the Council), Stutely (Deputy Leader and Cabinet Member for Getting the Basics Right (Planning and Regulatory Services)), Bolton (Cabinet Member for A Sustainable City (Climate and Environment)), Carlo (Cabinet Member for New and Improved Housing (Housing and Communities)), Knight (Cabinet Member for Healthier Neighbourhoods (Culture and Wellbeing)), Schmierer (Cabinet Member for Investing Wisely (Finance)) and Worley-Smith (Cabinet Member for An Equal, Thriving, Independent City (Business and Social Justice))

Apologies: None

Absent: None

In attendance Councillor Harper, Leader of the Labour Group
Councillor Wright, Leader of the Liberal Democrat Group and Chair of the Scrutiny Committee

35. Declarations of interest

35.1 Councillor Bolton declared an other registerable interest in CAB/26/035 – Consultation on Discretionary Property Licensing of Private Rented Sector as a private renter.

35.2 Councillor Knight declared an other registerable interest in CAB/26/035 – Consultation on Discretionary Property Licensing of Private Rented Sector as a private renter.

36. Public questions/petitions

36.1 One public question had been received from Conrad Jones to the Cabinet Member for New and Improved Housing (Housing and Communities). Conrad Jones was not present so the Democratic Services Manager read the question as follows:

“How many Afghan asylum seekers are currently being housed in Norwich?”

- 36.2 The Cabinet Member for New and Improved Housing (Housing and Communities) gave the following response:

“Norwich City Council does not hold the information requested. Responsibility for collecting, maintaining, and disclosing this information rests with the Home Office. As such, this request should be directed to the Home Office, which is the appropriate authority and is best placed to provide a response.”

- 36.3 As the member of the public was not present there was no supplementary question.

37. Questions to Cabinet Members

- 37.1 The Leader announced that there had been three questions received from Members of the Council to be put to Cabinet Member for which notice had been given in accordance with the provisions of Part 3 of the Council's Constitution.

- 37.2 The questions are summarised as follows:

- 37.2.1 Councillor Harper to the Cabinet Member for Investing Wisely (Finance) on the use of bailiffs for council tax and rent collection.

- 37.2.2 Councillor Harper to the Cabinet Member for A Sustainable City (Climate and Environment) on fly-tipping performance.

- 37.2.3 Councillor Harper to the Leader of the Council on the impact of demolition of Anglia Square due to unauthorised access.

- 37.3 Full details of the question and response were available on the Council's website prior to the meeting. A revised version is attached to these minutes at Appendix A and includes a minute of any supplementary questions and responses.

38. Minutes

- 38.1 **RESOLVED**, to confirm the minutes, including the exempt minutes, of the meeting held on 29 July 2026.

39. CAB/26/032 – Gurney Clock Loan

- 39.1 The Leader of the Council agreed to take this item early.

- 39.2 The Cabinet Member for An Equal, Thriving, Independent City (Business and Social Justice) presented the report. He highlighted that since publication of the report there was a further potential option had become available. This had option had not been fully assessed and would need to be considered before a decision could be made. Given the significance of the Gurney Clock it was right to explore all options and investigate the feasibility of these option and bring the report to a future meeting.

- 39.3 The Cabinet Member for An Equal, Thriving, Independent City (Business and Social Justice) moved and the Deputy Leader and Cabinet Member for Getting

the Basics Right (Planning and Regulatory Services) seconded that the item be deferred to a future meeting to explore all options.

- 39.4 **RESOLVED** to defer consideration of the item to a future meeting to allow all options to be considered.

40. CAB/26/023 – Corporate Performance Report for Quarter 1, 2026-2027

- 40.1 The Cabinet Member for An Equal, Thriving, Independent City (Business and Social Justice) presented the report. The report detailed the performance for Quarter 1 of the 2026-2027 Financial Year detailing the direction of travel. Cabinet was asked to endorse the approach for future reports from Quarter 2 onwards. Of the Council's Key Performance Indicators (KPIs) 61% were on or above target and five had reached intervention level, full details on these KPIs and the proposed mitigations were detailed in the report. The performance for Quarter 1 would be considered as a baseline. From Quarter 2, reporting would be on an outcome-based framework with more contextual insight and management commentary, the report would be more accessible to members, officers and the public and would be set within the emerging Integrated Delivery Plan. Appendix B to the report gave an early indication of what the proposed scorecards could look like, these would include KPIs alongside more qualitative insight and analysis strengthened by the benchmarking of the Local Outcomes Framework.
- 40.2 Councillor Harper, Leader of the Labour Group, had submitted a question in advance of the meeting. Details of the question and response can be found at Appendix B.
- 40.3 The Cabinet Member for An Equal, Thriving, Independent City (Business and Social Justice) moved, and the Deputy Leader and Cabinet Member for Getting the Basics Right (Planning and Regulatory Services) seconded the recommendations for the reasons set out in the report.
- 40.4 **RESOLVED** to:

- 1) Review progress on the Key Performance Indicators for Quarter One of 2026-2027.
- 2) Endorse the proposed approach for the continued development and implementation of the Corporate Performance Framework from Quarter Two onwards, including the revised KPI alignment set out at Appendix A and the illustrative scorecard approach shown at Appendix B, recognising that these will continue to evolve alongside the emerging Integrated Delivery Plan prior to its consideration by Cabinet in October 2026.

41. CAB/26/041 – Budget Monitoring Report Quarter 1 2026-2027

- 41.1 The Cabinet Member for Investing Wisely (Finance) presented the report. The report detailed the forecast outturn for quarter 1 of the 2026-2027 financial year. In the General Fund revenue account there was a modest overspend of £0.052million and a £0.204million underspend on the Housing Revenue Account

(HRA). Within the General Fund capital programme there was a an underspend of £3.011m and £16.833m underspend on the HRA capital programme. There was a recommendation to adjust the General Fund capital programme to support a project to improve Sweet Briar Marsh by the Norfolk Wildlife Trust and was being funded by the Greater Norwich Growth Board and for play park refurbishments that would be funded through s106 funds. There was a proposed adjustment to the HRA Capital Programme to support the Council's social housing retrofit programme due to additional grant funding.

41.2 Councillor Harper, Leader of the Labour Group, had submitted a question in advance of the meeting. Details of the question and response can be found at Appendix B.

41.3 The Cabinet Member for Investing Wisely (Finance) moved, and the Cabinet Member for An Equal, Thriving, Independent City seconded the recommendations for the reasons set out in the report.

41.4 **RESOLVED** to:

- 1) Note the forecast £0.052m overspend on the General Fund revenue account and the £0.204m underspend on the Housing Revenue Account (HRA).
- 2) Note the forecast £3.011m underspend against the General Fund and the £16.833m underspend against the HRA capital programmes.
- 3) Note the current position of the General Fund and HRA earmarked reserves as set out in Appendix 1.
- 4) Approve an adjustment to the 2026-2027 General Fund capital programme of £157,726 as set out in paragraph 7.
- 5) Delegate authority to the Chief finance officer (S151) in consultation with the Cabinet member for Investing Wisely, to increase the 2026-2027 HRA Capital Programme by £1.378 million, to enable additional energy efficiency retrofit upgrades in council homes, as a result of an offer of £1.378 million of additional external funding, as set out in paragraph 7.
- 6) Notes the creation of a provision to facilitate potential future financial support to a wholly owned company, as set out in paragraph 8.

42. CAB/26/033 – Corporate Risk Register 2026-2027 – Quarter 1

42.1 The Cabinet Member for Investing Wisely (Finance) presented the report. He highlighted that the report provided an update on the Council's corporate risk register and Cabinet was asked to note the identified risks and the direction of travel. During quarter 1 Heads of Services had reviewed risks and the key changes were detailed in paragraphs 4 and 5 of the report. This included the inclusion of a risk related to delays in the Anglia Square demolition. There were no significant changes in the position as the environment in which the Council operated remained relatively high risk due to both the economic and funding

position. The Council's risk register would continue to be monitored and reported to Cabinet.

- 42.2 The Cabinet Member for Investing Wisely (Finance) moved, and the Cabinet Member for New and Improved Housing (Housing and Communities) seconded the recommendations for the reasons set out in the report

- 42.3 **RESOLVED** to note the identified risks and the direction of travel.

43. CAB/26/020 – Treasury Management Review and Outturn 2025-2026

- 43.1 The Cabinet Member for Investing Wisely (Finance) presented the report, detailing the Treasury Management activity of the Council for 2025-2026 and the Council's compliance with the Treasury Management Strategy and policy adopted by the Council in February 2026. The report had been considered by the Treasury Management Committee in July 2026 and it had endorsed the report. Cabinet were asked to recommend the report to Full Council for approval. The Council complied with the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities and there were no breaches to report. The Council remained internally borrowed and had cash balances to invest to maximise returns. The Council continued to monitor the wider economic context and worked with its Treasury Management advisors.

- 43.2 The Cabinet Member for Investing Wisely (Finance) moved, and the Cabinet Member for Healthier Neighbourhoods (Culture and Wellbeing) seconded the recommendations for the reasons set out in the report.

- 43.3 **RESOLVED** to:

- 1) Note the report detailing the treasury activity for the year to 31 March 2026.
- 2) Recommend it for approval by Council.

44. CAB/26/027 – Housing Complaints Performance and Service Improvement Report

- 44.1 The Cabinet Member for New and Improved Housing (Housing and Communities) presented the report. She stated that the report summarised complaint handling during 2025-2026, lessons learned and service improvements, and that the self-assessment confirmed full compliance with the Housing Ombudsman's Complaint Handling Code. Complaints provided valuable insight into tenants' experiences. Performance had improved, with fewer complaints, faster responses and better Ombudsman outcomes, including a reduction in severe maladministration findings from six to one. This demonstrated that action taken in response to feedback and lessons learned was improving performance. Further improvement remained necessary in communication and first-time resolution, which would be addressed through the Better Homes programme's Customer Resolution project. The Cabinet Member acknowledged that further work was required and was committed to maintaining

strong oversight of performance and lessons learned to ensure residents received a reliable housing service.

- 44.2 The Cabinet Member for Healthier Neighbourhoods (Culture and Wellbeing) asked whether the Cabinet Member was satisfied that the report reflected the Council's complaint handling performance. The Cabinet Member for New and Improved Housing (Housing and Communities) confirmed that she received regular data on complaint volumes, Housing Ombudsman case outcomes, performance against timescales, complaint themes and lessons learned. The findings were discussed with the officers responsible for complaint handling and had reviewed the evidence that supported the self-assessment. She was confident that the report accurately reflected the performance.
- 44.3 The Leader of the Council commented that the report demonstrated that the Council was moving in the right direction and was listening to residents' feedback to make improvements. Cabinet would continue to oversee and challenge performance to ensure that lessons were learned and improvements were delivered to ensure that residents received good quality housing services.
- 44.4 The Cabinet Member for New and Improved Housing (Housing and Communities) moved, and the Deputy Leader and Cabinet Member for Getting the Basics Right (Planning and Regulatory Services) seconded the recommendations for the reasons set out in the report.
- 44.5 **RESOLVED** to:
- 1) Note the Housing Complaints Performance and Service Improvement report and self-assessment.
 - 2) Formally respond to the Housing Complaints Performance and Service Improvement report and self-assessment.

45. CAB/26/008 – Corporate Health and Safety Policy and Annual Report

- 45.1 The Leader of the Council presented the report. The report detailed the annual Health and Safety report and sought approval of the revised policy. The revised Health and Safety policy strengthened Health and Safety management arrangements, risk management and workforce competency. She thanked officers for their work on the report.
- 45.2 Councillor Harper, Leader of the Labour Group, had submitted a question in advance of the meeting. Details of the question and response can be found at Appendix B.
- 45.3 The Leader of the Council moved, and the Cabinet Member for Investing Wisely (Finance) seconded the recommendations for the reasons set out in the report.
- 45.4 **RESOLVED** to:
- 1) Review and acknowledge the Health and Safety Annual Report.
 - 2) Approve the updated policy

46. CAB/26/031 – Recommendations from the Deliberative Democracy Task and Finish Group

- 46.1 The Cabinet Member for An Equal, Thriving, Independent City (Business and Social Justice) presented the report. The report was an interim report from the Deliberative Democracy Task and Finish Group which was a cross-party working group. Councillor Hoechner was the Chair of the Task and Finish Group. The group had been set up to explore opportunities for deliberative democracy and how this could enhance participation. The group was working with academics from the UEA. The Cabinet was committed to being a listening council and the work of the group would provide practical steps. A number of recommendations had already been implemented such as improvements to reports and a video would be produced to show how residents could attend meetings. He thanked the group for its work and was looking forward to subsequent recommendations.
- 46.2 Councillor Wright, Chair of the Scrutiny Committee commented that the work from the stakeholders had been particularly valuable in shaping the recommendations. The Cabinet were asked to agree one recommendation to explore how the live-streaming capabilities could be improved to ensure that meetings were accessible to members of the public.
- 46.3 The Leader of the Council moved, and the Cabinet Member for Investing Wisely (Finance) seconded the recommendations for the reasons set out in the report.
- 46.4 **RESOLVED** to review the Council's IT infrastructure for livestreaming meetings, accessibility and public engagement, including any temporary arrangements that could be put in place.

47. CAB/26/035 – Consultation on Discretionary Property Licensing of Private Rented Sector

- 47.1 The Deputy Leader and Cabinet Member for Getting the Basics Right (Planning and Regulatory Services) presented the report highlighting that the report detailed the conditions in the Private Rented Sector (PRS) using an evidence base. The evidence showed that there were issues which could merit intervention. The PRS accounted for 30% of homes within the city, around 2300 properties had at least one serious housing hazards, there were also concerns related to the management of Houses in Multiple Occupation (HMOs), energy efficiency and fuel poverty across the sector. The report proposed consulting on two possible schemes; one was additional licensing for smaller HMOs (2-4 households) that would be implemented citywide and selective licensing within four wards in the city where evidence warranted this. The consultation would run for at least 10 weeks and would seek the views of a range of stakeholders. The report detailed the proposed areas, licensing conditions and fees. A further report would be brought to Cabinet following the consultation to consider the results of the consultation.
- 47.2 The Deputy Leader and Cabinet Member for Getting the Basics Right (Planning and Regulatory Services) moved, and the Cabinet Member for Healthier Neighbourhoods (Culture and Wellbeing) seconded the recommendations for the reasons set out in the report.

47.3 RESOLVED to:

- 1) Note the outcome of the work to compile an evidence base concerning the conditions of the private rented sector in Norwich.
- 2) Approve consultation on the proposed citywide Additional Licensing scheme.
- 3) Approve consultation on the proposed Selective Licensing designation covering 4 wards
- 4) Approve the publication of the draft licence conditions, designation boundaries, fees and scheme rationale.
- 5) Note the outlined approach for consultation and the statutory requirement to consult for not less than 10 weeks under the updated General Approval (2024).
- 6) Delegate authority to the Executive Director of Climate and Environment to finalise consultation materials and programme in conjunction with the Deputy Leader and Cabinet Member for Planning and Regulatory.
- 7) Note that Cabinet will receive a further report on the outcome of the consultation and final recommendations for the proposed designation additional and of selective licensing property licensing schemes.

48. COU/26/019 – Adjustments to the Capital Programme – Rose Lane multi-storey car park (MSCP) equipment upgrades

48.1 The Cabinet Member for A Sustainable City (Climate and Environment) presented the report. The report was to seek an adjustment to the capital programme to fund improvements to machinery within Rose Lane multi-storey car park which was reaching the end of its life. The CCTV cameras within the car park also required upgrading to improve reliability and enhance the experience.

48.2 Councillor Harper, Leader of the Labour Group, had submitted a question in advance of the meeting. Details of the question and response can be found at Appendix B.

48.3 The Cabinet Member for A Sustainable City (Climate and Environment) moved, and the Cabinet Member for An Equal, Thriving, Independent City (Business and Social Justice) seconded the recommendations for the reasons set out in the report.

48.4 RESOLVED to:

- 1) Recommend to Full Council that £95,000 be added to the approved Capital Programme for the replacement of parking management machinery and CCTV infrastructure at Rose Lane Multi Storey Car Park.
- 2) Subject to Full Council approving Recommendation 1, to delegate authority to the Executive Director of Climate and Environment, in

consultation with the Cabinet Member for a Sustainable City (Climate and Environment), to approve expenditure of up to £95,000 for the replacement of parking management machinery and CCTV infrastructure at Rose Lane Multi Storey Car Park.

49. CAB/26/022 – Proposal for CNC Building Control to manage and administer the Building Safety Levy on behalf of Norwich City Council

49.1 The Deputy Leader and Cabinet Member for Getting the Basics Right (Planning and Regulatory Services) presented the report. The Building Safety Levy would be introduced from 1 October 2026 which was a new statutory charge on particular residential developments to ensure that remediation of historic defects would be funded by developers. It was proposed that CNC Building Control would administer and collect the levy within Norwich. The Council could consider conducting this in-house however CNC Building Control had the expertise within the area and could administer the levy on the Council's behalf.

49.2 Councillor Harper, Leader of the Labour Group, had submitted a question in advance of the meeting. Details of the question and response can be found at Appendix B.

49.3 The Deputy Leader and Cabinet Member for Getting the Basics Right (Planning and Regulatory Services) moved, and the Cabinet Member for A Sustainable City (Climate and Environment) seconded the recommendations for the reasons set out in the report.

49.4 **RESOLVED** to:

- 1) Agree that CNC Building Control manage and administer the Building Safety Levy on the Council's behalf.
- 2) That new burdens grant, and any future similar grants be transferred to CNC Building Control.

50. CAB/26/001 – Delegated authority to award the contract for Local Regeneration Fund works at Sloughbottom Park.

50.1 The Leader of the Council presented the report. The contracts would deliver the next phase of the Sloughbottom Park regeneration project and would offer significant improvements in one of Norwich's most important community assets. The project would provide a range of improvements including a new sports hub, enhanced community facilities, improved play area, upgraded pathways and accessibility improvements. It was acknowledged that there were environmental concerns around the use of rubber crumb, the matter had been considered during the determination of the planning applications and mitigation measures would be put in place to minimise impact on the surrounding environment. The sports hub operator would also implement robust management and maintenance procedures. The Council was committed to adopting a more sustainable alternative as soon as one was fully approved, practical and capable of delivering the sporting and community benefits of the investment.

- 50.2 The Cabinet Member for New and Improved Housing (Housing and Communities) commented that she was disappointed that the Council was trialling a more sustainable infill alternative to rubber crumb. Sloughbottom Park was close to Sweet Briar Marshes. She considered that the UK was lagging behind the European Union which had passed a ban on microplastics due on sustainability and health grounds.
- 50.3 The Cabinet Member for Investing Wisely (Finance) commented that consideration was required of the proposal as a whole. The project would be delivering a range of benefits which included inclusive play areas, changing rooms and a café. It would bring improvement to the area of the city. The creation of all-weather pitches would enable football and other sports to be played year-round and would benefit the health and wellbeing of a greater number of residents. The environmental concerns would be required to be managed to ensure that the impacts were minimised.
- 50.4 Councillor Harper, Leader of the Labour Group, had submitted a question in advance of the meeting. Details of the question and response can be found at Appendix B.
- 50.5 The Leader of the Council moved, and the Cabinet Member for A Sustainable City (Climate and Environment) seconded the recommendations for the reasons set out in the report.
- 50.6 **RESOLVED** to grant delegated authority to the Executive Director of Major Projects, in consultation with the Leader of the Council, for the award of contracts relating to the delivery of new and improved sports and recreation facilities as part of Local Regeneration Fund works at Sloughbottom Park, as set out below:
- 1) The main contractor to deliver the works at an estimated value of £6,995,221.
 - 2) A contract for the delivery of the artificial grass pitch and associated works at an estimated value of £850,000, this being subject to confirmation of football foundation funding.
 - 3) A contract for delivery of the destination play area with an estimated value of £486,337.

51. Exclusion of the public

- 51.1 **RESOLVED** to exclude the press and public from the meeting during the consideration of the below items on the grounds that they contained exempt information as defined in the relevant paragraphs within Part 1 of Schedule 12A, as amended, of the Local Government Act 1972.

52. CAB/26/028 – Disposal of Assets (Housing) (Para 3)

- 52.1 (An exempt minute exists for this item).

52.2 The Cabinet Member for New and Improved Housing (Housing and Communities) moved, and the Deputy Leader and Cabinet Member for Getting the Basics Right (Planning and Regulatory Services) seconded the recommendations for the reasons set out in the report

52.3 **RESOLVED** that the recommendations were accepted as detailed in the report.

52.4 (An exempt minute exists for this item).

53. CAB/26/024 – Contract Direct Award for external/hybrid print and post services (Para 3)

53.1 (An exempt minute exists for this item).

53.2 The Cabinet Member for An Equal, Thriving, Independent City (Business and Social Justice) moved, and the Cabinet Member for Investing Wisely (Finance) seconded the recommendations for the reasons set out in the report

53.3 **RESOLVED** that the recommendations were accepted as detailed in the report.

53.4 (An exempt minute exists for this item)

54. CAB/26/021 – CNC Partnership Agreement (Para 3)

54.1 (An exempt minute exists for this item).

54.2 The Deputy Leader and Cabinet Member for Getting the Basics Right (Planning and Regulatory Services) moved, and the Cabinet Member for An Equal, Thriving, Independent City (Business and Social Justice) seconded the recommendations for the reasons set out in the report

54.3 **RESOLVED** that the recommendations were accepted as detailed in the report.

54.4 (An exempt minute exists for this item)

55. COU/26/021 – IT Server and Storage Refresh (Para 3)

55.1 (An exempt minute exists for this item).

55.2 The Cabinet Member for An Equal, Thriving, Independent City (Business and Social Justice) moved, and the Cabinet Member for Healthier Neighbourhoods (Culture and Wellbeing) seconded the recommendations for the reasons set out in the report

55.3 **RESOLVED** that the recommendations were accepted as detailed in the report.

55.4 (An exempt minute exists for this item)