

**Norwich City Council – Decisions Notice – Public Decisions****Cabinet Meeting – 11 March 2026**

The following decisions were taken by Cabinet in open session. These decisions will come into effect on Monday 16 March 2026 at 17:00 unless the call-in procedure is activated. For Clarity, where an item is “to be noted”, “received” or recommended to Council for decision, this is deemed not to be a formal Executive decision and so the call-in provisions will not apply.

The agenda, reports and background papers have been published and can be found on E-Councillor and the Councils Website.

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Public Decisions**Item 6.****Notice of Intention to Commence Plan-making****It was RESOLVED:**

That Cabinet recommend that Full Council:

- 1) Approves commencement of the Greater Norwich Local Plan 2045 under the new plan-making system by publishing:
  - a. the Local Plan Timetable and Notice to Commence on 30 June 2026,
  - b. the Gateway 1 self-assessment readiness check by 30 October 2026.
- 2) Grants delegated authority to the Head of Planning and Regulatory Services to make any future amendments to the Local Plan Timetable which may be required and to complete the Notice to Commence and the Gateway 1 self-assessment.
- 3) Agrees the broad outline of the Scoping Consultation as set out in paragraphs 23-26 below and delegates authority to the Head of Planning to detail this and to begin the scoping consultation in summer 2026.
- 4) Notes the need to collect and commission evidence for plan-making for Greater Norwich, along with taking opportunities to produce shared evidence county wide and with Suffolk local planning authorities.

**Purpose:**

To recommend that Full Council approves commencement of the Greater Norwich Local Plan 2045 under the new plan-making system.

**Reason for Decision:**

The cabinet is recommended to support the council commencing the production of a strategic plan under the new plan-making system primarily to provide for the increased housing numbers that national planning policy now requires. In addition, this will allow us to streamline and update our planning policies in line with the new plan-making system which is being introduced nationally. This will mean that Norwich and Greater Norwich will have an up-to-date local plan as soon as possible with additional housing allocations along with clear and sustainable policies that will work with new national policies to promote environmental protection, investment in our economy and the provision of the jobs and infrastructure we need.

**Alternative Options Considered and Rejected:**

All local planning authorities are required to produce a Local Plan. As there are clear benefits to working together with our neighbours in Broadland and South Norfolk to produce a joint plan, and the most realistic way open to us to restore our five-year land supply as soon as possible is to allocate more housing through a new local plan, there are no realistic options to the commencement of the GNLP 2045.

**Declarations of Interest:** None

**Dispensations Granted:** None

**Item 7.****GNLP Policy 2: Sustainable Communities Draft Supplementary Planning Document (SPD)****It was RESOLVED:**

That Cabinet:

Recommend that Full Council adopt the SPD.

**Purpose:**

To present the final GNLP Policy 2: Sustainable Communities Supplementary Planning Document (SDP) for adoption following public consultation.

**Reason for Decision:**

The SPD has been through the required public consultation and amended as appropriate. Cabinet is therefore asked to recommend Full Council agree to adopt the amended SPD.

**Alternative Options Considered and Rejected:**

No other options have been considered. The supporting text to GNLP Policy 2: Sustainable Communities referenced that the policy should be supported by an SPD, so its production is considered necessary. Due to forthcoming changes to planning regulations, the SPD must be adopted prior to 30th June 2026.

**Declarations of Interest:** None

**Dispensations Granted:** None

**Item 8.**

**Adoption of the Implementation of the Greater Norwich Green Infrastructure Strategy Supplementary Planning Document**

**It was RESOLVED:**

That Cabinet recommend that Full Council adopt the Implementation of the Greater Norwich Green Infrastructure Strategy Supplementary Planning Document.

**Purpose:**

To present the final Implementation of the Greater Norwich Green Infrastructure Strategy Supplementary Planning Document for adoption following public consultation.

**Reason for Decision:**

Cabinet is asked to recommend that Council adopt the Implementation of the Greater Norwich Green Infrastructure Strategy SPD. The SPD has been through the required public consultation and amended as appropriate. The SPD will formalise and give additional weight to a new evidence base to help implement policies 2, 3, 4, 6 and 7 of the GNLP and provides information regarding the provision and prioritisation of GI relevant to proposed new developments.

**Alternative Options Considered and Rejected**

An alternative option would be not to adopt the SPD. This option is not recommended because the GI Strategy would be afforded less weight in the decision-making process, and therefore it would be more challenging for decision makers to implement policies pertaining to GI effectively. In addition, Policy 3 of the GNLP sets out that an update GI Strategy should be used to assist in identifying the most suitable GI provision.

**Declarations of Interest:** None

**Dispensations Granted:** None

**Item 9.**

**Draft Statement of Licensing Policy under the Licensing Act 2003**

**It was RESOLVED:**

That Cabinet authorise the revised draft Statement of Licensing Policy to commence public consultation.

And

That Cabinet agree the following recommendations from the Licensing Committee as follows:

- 1) Ask Cabinet to endorse working collaboratively to identify, assess and, where appropriate, progress heat/energy network opportunities serving the site and wider area. This may include engagement with private finance providers, utilities, and delivery partners, alongside consideration of public sector funding mechanisms, subject to business case approval.
- 2) Ask Cabinet to ensure that all Members are updated at key milestones throughout the project.
- 3) Ask officers to provide an All-Member Briefing on the project as soon as possible.

**Purpose:**

For Cabinet to consider the revised draft Statement of Licensing Policy in respect of alcohol, regulated entertainment and late-night refreshment under the Licensing Act 2003 and to authorise public consultation for 12 weeks from 11 May 2026 to 7 August 2026

**Reason for Decision:**

The recommendation is for the draft statement of licensing policy to begin a period of consultation to comply with statutory requirements, to gain diverse opinions, increase transparency, identify potential issues early and ensure the policy reflects the needs of the city.

The reason for this is to ensure that Norwich City Council, acting as the Licensing Authority, can meet its statutory duties under the Licensing Act 2003 and have a clear, transparent and robust policy in place.

**Alternative Options Considered and Rejected:**

Do nothing. This is not a viable option as this would mean no consultation, the process would be stopped and there would be no Policy from December 2026. The Council has no discretion as to making the Norwich City Council Statement of Licensing Policy (Licensing Act 2003), although there is some discretion as to the content of the Policy.

Approve the proposed draft Policy for consultation – without changes

Approve the proposed draft Policy for consultation with changes.

**Declarations of Interest:** None

**Dispensations Granted:** None

**Item 10.**

**Biodiversity Duty Compliance Report 2023-2025**

**It was RESOLVED:**

That Cabinet:

- 1) Approves the Biodiversity Compliance Report 2023-2025
- 2) Agree to publish the report in line with the statutory requirements of the Environment Act 2021.

**Purpose:**

To approve for publication the Biodiversity Duty Compliance Report 2023-2025.

**Reason for Decision:**

The recommendations set out in this report are made because:

- a. Publication of the Biodiversity Duty report is a statutory requirement.
- b. The report demonstrates significant progress across Norwich in line with the council's biodiversity targets and policies.
- c. The report supports the delivery of corporate priorities and long-term nature recovery goals.

**Alternative Options Considered and Rejected:**

Not producing or publishing the Biodiversity Duty report is not a viable option, as the council is legally required to report on compliance with the statutory biodiversity duty under Section 102 of the Environment Act 2021.

**Declarations of Interest:** None

**Dispensations Granted:** None

**Item 11.**

**Write-off of irrecoverable debt over £50,000**

**It was RESOLVED:**

That:

- 1) Cabinet approve write offs totalling £338,951.84 of non-recoverable Council Tax debt which is 100% covered within the Council Tax bad debt provision.
- 2) Cabinet approve write offs totalling £320,587.04 of non-recoverable National Non-Domestic Rates (NNDR) debt which is 100% covered within the NNDR bad debt provision.

**Purpose:**

To request write offs for irrecoverable debts in excess of £50,000 in accordance with the council's financial regulations, following completion of all available debt recovery options.

**Reason for Decision:**

The council seeks to recover all aged debt following its debt recovery processes. Once all debt recovery options have been exhausted, the debt is regarded irrecoverable and requires to be written off. For all customer debt over £50,000, the decision to write off is approved by Cabinet.

**Alternative Options Considered and Rejected:**

None. The debt recovery process has been followed.

**Declarations of Interest:** None

**Dispensations Granted:** None

**Item 12.**

**Procurement and contract award for bus shelter maintenance and advertising**

**It was RESOLVED:**

That Cabinet delegate authority to the Executive Director of Climate and Environment, in consultation with the Portfolio Holder for Climate and Environment, to award the contract to the selected supplier and enter into a contract for these services following the procurement process via a compliant framework

**Purpose:**

To delegate authority to the Executive Director for Climate and Environment, in consultation with the Deputy Leader and Cabinet Member for Climate and Environment, to award and enter into a contract for bus shelter maintenance, advertising and installations following completion of the approved procurement process.

**Reason for Decision:**

Utilise an existing framework: Frameworks provided by Crown Commercial Services (CCS), Eastern Shires (ESPO), EPL (Eastern Procurement Ltd) and KCS were explored. Crown Commercial Services has a suitable framework available for use by local authorities. Suppliers have been through a competitive process to be accepted and therefore Procurement Contract Regulations are met. Using CCS will also ensure that Carbon Reduction Plans are built into any contract awarded to a supplier on the framework, helping to support Carbon Net Zero targets and linking in with the Council's own environmental strategy. This option is the recommended approach.

Of the 150 bus shelters covered under the current contract:  
127 shelters are owned by Bauer Media, and  
23 shelters are owned by Norwich City Council.

Market research shows that the supplier market for bus shelter advertising is extremely limited. The compliant and appropriate framework identified only has two suppliers, Bauer Media (the incumbent supplier) and Bay Media Limited.

While the contract must be awarded through a compliant mini competition under the CCS framework, the incumbent's existing ownership of 127 shelters positions them favourably in terms of operational continuity and value for money. The outcome will, however, be determined solely by the mini -competition evaluation criteria.

**Alternative Options Considered and Rejected:**

a) Do Nothing: Allow the current contract to expire without replacement.

Consequences:

- Significant reduction in revenue (approx. £132,000 annually lost- based on 24/25 income).
- Bus shelters may fall into disrepair, creating safety hazards and accessibility issues. Page 523 of 648
- No structured arrangement for cleaning or maintenance, leading to reputational damage and increased complaints.
- Potential legal exposure due to non-compliance with transport and safety standards.

b) Identify a single supplier to award the contract to without competition: This route would be contrary to Contract Procedures. This option is not recommended.

c) Establish competitively tendered contract with one supplier: Run a competitive procurement exercise looking for a single supplier to meet the council's requirements. This requirement can be viewed as 'off the shelf' and with existing frameworks active and available, it would be a duplication of efforts to pursue a contract via open tender. This option is not the recommended approach.

**Declarations of Interest:** None

**Dispensations Granted:** None

**Item 13.**

**Delegated authority to award the main contract for City Hall accessibility works**

**It was RESOLVED:**

That Cabinet delegate authority to the Executive Director of Major Projects, in consultation with the Cabinet Member for Finance and Major Projects to award of the main contract for the accessibility works to City Hall at a value of approximately £500,000.

**Purpose:**

To seek delegated authority for the Executive Director of Major Projects, in consultation with the Cabinet Member for Finance and Major Projects to award of the main contract for the accessibility works to City Hall at a value of approximately £500,000.

**Reason for Decision:**

To ensure the timely award of the contract and enable the delivery of the access improvements to City Hall.

**Alternative Options Considered and Rejected:**

The following options have been considered:

Utilise an existing framework/s: With Local Government Reorganisation and the Procurement Act 2023, council's procurement strategy is framework first. However, in this case frameworks have been reviewed to assess available frameworks with a range of suitable local contractors who may be able to carry out the works. Only one suitable framework has been identified which is a dynamic purchasing system and would require going out to 120+ contractors. There would also be an additional fee for progressing along this route. As such this option is not the recommended approach.

Establish competitively tendered contract: Run a competitive procurement exercise looking for a single supplier to meet the council's requirements. This would be via a below-threshold restricted tender process but would allow us to competitively procure from a range of local contractors. Timescales would be similar to option a. Given the relatively low value of this particular works contract the risks of going down the competitive tender route are considered to be reduced. This option is the recommended approach.

**Declarations of Interest:** None

**Dispensations Granted:** None

**Item 14.**

**Procurement and Contract award for Phase 1 repairs to St Andrews multi-storey car park (MSCP).**

**It was RESOLVED:**

That Cabinet:

1. Approve the commencement of a procurement exercise for the Phase 1 repairs required at St Andrews Multi-Storey Car Park (MSCP).
2. Delegate authority to the Executive Director of climate and environment, in consultation with the Portfolio Holder for Climate and Environment, to award the contract to the successful supplier.

**Purpose:**

To delegate authority to the Executive Director of climate and environment, in consultation with the Deputy Leader and Cabinet Member for Climate and Environment, for Phase 1 repairs to St Andrews MSCP repairs following an approved and agreed procurement exercise.

**Reason for Decision:**

Agreeing to commence with Phase 1 works addresses the essential works with the car park decks promptly and provides a full and lasting solution, tackling the root causes and reducing the risk of future disruption once both phases are completed.

The car park is a key asset investing now helps safeguard that income and avoids the need for reactive, potentially more expensive repairs down the line.

**Alternative Options Considered and Rejected:**

As part of the business planning process, a number of options were considered. These were:

- a. Do Nothing: the car park steel frame would eventually deteriorate beyond repair, and the car park would need to close permanently. The result of this would be a reduction of 12% of off-street parking spaces and a significant reduction in income to the council.

b. Carry out Phase 1 and Phase 2 works together: a cash flow exercise has been completed which has demonstrated that carrying out the Phase 2 works before year 5 (pre 2031/32) based on current projections will have an increased negative impact on finances than carrying them out between years 5 & 10.

c. Shut car park permanently: Phase 1 and 2 works are no longer required. Loss of 12% of off-street parking spaces would have a significant impact along with a loss of income of circa £3.229m per annum. Ongoing costs in terms of building insurance and security would still be required.

**Declarations of Interest:** None

**Dispensations Granted:** None

#### **Item 15.**

##### **Procurement and contract award for on-site security services for multi-storey car parks and market site**

##### **It was RESOLVED:**

That Cabinet:

Delegate authority to the Executive Director of Climate and Environment, in consultation with the Portfolio Holder for Climate and Environment, to award and enter into a contract with the selected supplier following a procurement process via a compliant framework.

##### **Purpose:**

To delegate authority to the Executive Director of climate and environment, in consultation with the Deputy Leader and Cabinet Member for Climate and Environment, for out of hours on-site security services for multi-storey car parks (MSCP's) and the market site following an approved and agreed procurement exercise.

##### **Reason for Decision:**

Continuing to offer a combined contract for multi-storey car parks and market site will deliver ongoing value for money, and the contract duration provides scope to plan next steps following Local Government Reorganisation (LGR).

##### **Alternative Options Considered and Rejected:**

As part of the business planning process, a number of options were considered. These were:

- Not having security presence on site: This is not considered an option due to the potential implications for safety and crime and disorder. -
- Extension of current contract: the current contract has already been subject to extension and by extending it further would not be compliant with the Public Contract Regulations 2015.
- Provision by the Council: The Council has historically managed this service through a contractor. Provision of security has specific supervision and qualifying requirements that the Council does not currently have in place.
- Establish competitively tendered contract with one supplier: Run a competitive procurement exercise looking for a single supplier to meet the council's requirements. This requirement can be viewed as 'off the shelf' and with existing frameworks active and available, it would be a duplication of efforts to pursue a contract via open tender. This option is not the recommended approach.

**Declarations of Interest:** None

**Dispensations Granted:** None

#### **Item 16.**

##### **Delegated Authority to approve the procurement and award of replacement horticultural machinery and specialist vehicles for Norwich City Services Limited (NCSL)**

##### **It was RESOLVED:**

That Cabinet agreed:

- To utilise £0.527m of the £1.465m already allocated in the council's capital programme for the purchase of new equipment for the Company.
- To grant delegated authority to the Executive Director of Climate and Environment in consultation with the Portfolio holder for Climate and Environment for the procurement and award of contracts to purchase new equipment for the Company through a compliant framework.

##### **Purpose:**

Purpose To agree the use of capital funds for the purchase of replacement critical equipment to ensure NCSL (the Company) can continue to deliver efficient, safe, and high-quality frontline services. The procurement will include one

new tractor, one side arm flail, one flail collector, one mechanical sweeper, nine electric chainsaws, one electric hand blower and associated batteries and charges, one chipper, one graffiti van, one van mounted high pressure washer, two low loader Luton vans, for the company to allow the company to deliver high quality environmental services throughout the city.

Phase 1

Description	Procurement Route	Purchase Price
Sweeper	TPPL-NEPO 224 Lot 3	£179,941.00
Tractor	TPPL Framework	£138,958.00
Side Arm Flail	TPPL Framework	£46,489.00
Groundkeeper flail collector	TPPL Framework	£27,468.00
Grounds Equipment (tools+2x chipper)	NEPO & TPPL Framework	£71,855.11
Graffiti Van (Van + power washer)	TPPL Framework	£63,161.20
	Total Cost for outright purchase	£527,872.31

**Reason for Decision:**

The recommendations to approve spend on new equipment for the Company and delegate authority to enter contracts have been made for the following reasons.

- (a) It allows the council to meet its statutory obligations in terms of the Environmental Protection Act 1990 with regards to street cleaning, and the priorities within the community led plan,
- (b) The outright purchase of the vehicles and machinery has been demonstrated to deliver best value for the council and gives council greater security and control over the vehicles and machinery ahead of LGR.
- (c) The vehicles and machinery being purchased have been evaluated as the best option available to the council in terms of performance, reliability, and environmental impact.
- (d) The funding within the current capital budget for this year is sufficient to facilitate this.
- (e) Outright purchase by the council and increasing the asset fee to the company accordingly providing a revenue income for the council of £115,155 per annum.

**Alternative Options Considered and Rejected:**

None

**Declarations of Interest:** None

**Dispensations Granted:** None

**Item 17.**

**Award of Housing Revenue Account (HRA) stock condition survey contract**

**It was RESOLVED:**

That Cabinet:

Delegated authority to the Executive director of communities and housing, in consultation with the Cabinet member for housing, to award and enter into a contract with the selected supplier following a procurement process via a compliant framework.

Action	Works Programme	Value
Delegated Authority	Contract over three years to deliver stock condition surveys and associated services to the HRA housing stock.	£550,000

**Purpose:**

To delegate authority to award a contract for the delivery of stock condition surveys on social housing properties. This will ensure continuity of service provision to meet our requirements set out by the consumer standard of the regulator of social housing.

**Reason for Decision:**

To ensure the timely award of contract enabling the continued delivery of stock condition surveys to customers' homes, ensuring their safety while informing our forward capital works programmes.

**Alternative Options Considered and Rejected:**

None

**Declarations of Interest:** None

**Dispensations Granted: None**

**Item 18.**

**Managing Assets (Non-Housing)**

**It was RESOLVED:**

That Cabinet:

- (1) Noted progress made in implementing the Strategic Asset Management Framework.
- (2) Delegated the disposal of the assets listed within the exempt appendix to the Executive Director of Major Projects in consultation with the cabinet member for Finance and Major Projects
- (3) Agreed to the additional resource outline in the report to be funded from capital receipts via disposal of assets.

**Purpose:**

To update cabinet on progress to implement the Strategic Asset Management Framework and gain delegated authority for disposal of assets which will allow for the continued implementation of the strategy.

**Reason for Decision:**

The recommendations within this report are aimed at ensuring the continued proactive management of our property assets. This builds on the substantial achievements made over the past 4 years and as set out in this report. Setting out a clear policy for assets, understanding why we own them and how they contribute to corporate objectives, having a framework for challenging assets and an action plan for service transformation is the best way of maximising the use of our property assets. The investment portfolio plays a key role in helping to fund front line services and our proactive management of the portfolio will ensure that this is sustainable into the future.

**Alternative Options Considered and Rejected:**

No reasonably viable other options.

**Declarations of Interest: None**

**Dispensations Granted: None**

## Items Considered in Closed Session – Public Version

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**This decision is not for publication because it would disclose information relating to the financial or business affairs of any particular person (including the authority holding that information) as in Paragraph 3 of Schedule 12A of the Local Government Act 1972.**

### Item 20

#### East Norwich Regeneration

#### It was RESOLVED:

That Cabinet agreed the recommendations as detailed in the exempt report.

#### Purpose:

Full details are contained within the exempt report.

#### Reason for Decision:

Full details are contained within the exempt report.

#### Alternative Options Considered and Rejected:

Full details are contained within the exempt report.

**Declarations of Interest:** None

**Dispensations Granted:** None

**This decision is not for publication because it would disclose information relating to the financial or business affairs of any particular person (including the authority holding that information) as in Paragraph 3 of Schedule 12A of the Local Government Act 1972.**

### Item 21

#### Disposal of Assets – Housing

#### It was RESOLVED:

That Cabinet approved the recommendation as detailed in the exempt report.

#### Purpose:

To consider the disposal of an asset –housing as detailed in the exempt report.

#### Reason for Decision:

Full details are contained within the exempt report.

#### Alternative Options Considered and Rejected:

Full details are contained within the exempt report.

**Declarations of Interest:** None

**Dispensations Granted:** None

