

# AGENDA

**NOTE: In the case of non-members, this agenda is for information only**

- Committee** - **CABINET**
- Date & Time** - TUESDAY, 14TH FEBRUARY, 2012 AT 9.30 AM
- Venue** - NORFOLK ROOM, THE CONFERENCE SUITE, ELIZABETH HOUSE, DEREHAM

**Members of the Committee requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Committee.**

## **The Cabinet**

Mrs L.S. Turner  
Mr J.W. Nunn (Chairman)  
Mr W.H.C. Smith  
Mr S. Askew

Mr P.D. Claussen  
Mr M.A. Kiddle-Morris  
Mr A.C. Stasiak (Vice-Chairman)

**PERSONS ATTENDING THE MEETING ARE REQUESTED TO TURN OFF MOBILE TELEPHONES**

Member Services  
Elizabeth House, Walpole Loke,  
Dereham Norfolk, NR19 1EE

Date: Friday, 3 February 2012



**PART A - ITEMS OPEN TO THE PUBLIC**

	<u>Page(s) herewith</u>
<b>1. <u>MINUTES</u></b> To confirm the Minutes of the meeting held on 10 January 2012.	1 - 12
<b>2. <u>APOLOGIES</u></b> To receive apologies for absence.	
<b>3. <u>URGENT BUSINESS</u></b> To note whether the Chairman proposes to accept any item as urgent business, pursuant to Section 100(B)(4)(b) of the Local Government Act 1972.	
<b>4. <u>DECLARATION OF INTEREST</u></b> Members are asked at this stage to declare any interests they may have in any of the following items on the agenda. The Members' Code of Conduct requires that declarations include the nature of the interest and whether it is a personal or prejudicial interest.	
<b>5. <u>NON-MEMBERS WISHING TO ADDRESS THE MEETING</u></b> To note the names of any non-members who wish to address the meeting.	
<b>6. <u>CHAIRMAN'S ANNOUNCEMENTS (IF ANY)</u></b>	
<b>7. <u>RISK MANAGEMENT POLICY AND RISK MANAGEMENT PROCESS GUIDE</u></b> Report of Adrian Stasiak, Executive Member for Performance & Business Development.	13 - 37
<b>8. <u>THE FOOD LAW ENFORCEMENT PLAN</u></b> Report of Paul Claussen, Executive Member for Planning & Environmental Services.	38 - 56
<b>9. <u>DISABLED ADAPTATIONS FUNDING</u></b> Report of Paul Claussen, Executive Member for Planning & Environmental Services.	57 - 59
<b>10. <u>ADDITIONAL LICENSING SCHEME FOR HOUSES IN MULTIPLE OCCUPATION</u></b> Report of Paul Claussen, Executive Member for Planning & Environmental Services.	60 - 87

	<u>Page(s)</u> <u>herewith</u>
<b>11. <u>BRECKLAND COUNCIL GRANT FUNDING: FUNDING ROUND 4 2011/12</u></b> Report of Lynda Turner, Executive Member for Localism, Community & Environmental Services.	88 – 100
<b>12. <u>ANGLIA REVENUES AND BENEFITS PARTNERSHIP JOINT COMMITTEE</u></b> Report of the ARP Joint Committee meeting held on 25 January 2012.	101 – 104
<b>13. <u>BUSINESS IMPROVEMENT AND PROJECTS SUB-COMMITTEE (FOR INFORMATION)</u></b> Members are asked to note that the meeting held on the 3 January 2012 was inquorate and therefore no decisions could be made and only informal notes were taken.	105
<b>14. <u>NEXT MEETING</u></b> To note that the date of the next meeting of Cabinet will be held on Tuesday, 27 March 2012 at 9.30am in the Norfolk Room.	
<b>15. <u>EXCLUSION OF PRESS AND PUBLIC</u></b> To consider passing the following resolution:  “That under Section 100(A) (4) of the Local Government Act 1972, the press and the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of the Act”.	
<b><u>PART B – ITEMS THAT ARE NOT OPEN TO THE PUBLIC</u></b>	
<b>16. <u>ENVIRONMENTAL HEALTH REVIEW</u></b> Report of Paul Claussen, Executive Member for Planning & Environmental Services.	106 - 125
<b>17. <u>BRECKLAND, GREAT YARMOUTH AND SOUTH HOLLAND SHARED MANAGEMENT</u></b> Report of William Nunn, Leader of Breckland Council.	126 - 179