

Norfolk County Council Cabinet Plan of Forthcoming Key Decisions

A key decision is defined as either

- (a) any decision in relation to an executive function which results in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which a decision relates; or
- (b) any decision which is likely to have a significant impact on communities living or working in an area comprising two or more electoral divisions

For this purpose, the Council has agreed that a key decision is any decision which

- recommends a budget to the full Council
- proposes an amendment to the Council's Policy Framework (as defined in Article 4.1 of this Constitution)
- involves the expenditure or savings of more than £1.25M over one accounting year unless expressly provided for in the adopted budget or Policy Framework
- involves the acquisition or disposal of land and buildings or any interest in land and buildings in excess of the value of £1.25M unless covered by a specific item in the budget
- involves a budget virement of funding in excess of the virement limits set out in Appendix 15 (financial regulations) of this Constitution
- recommends the promotion or amendment of local legislation
- involves significant public, private and voluntary partnership working in Norfolk
- involves the making of a Statutory Order or Scheme which will have a significant impact on the delivery of County Council services
- proposes significant changes to the Constitution

Together with any other decision which the Monitoring Officer in consultation with the Leader and Head of Paid Service considers to be a key decision within the Regulations.

Cabinet Members:

Cabinet Member	Role
Cllr Andrew Proctor	Chairman. Leader and Cabinet Member for Strategy & Governance.
Cllr Graham Plant	Vice-Chairman. Deputy Leader and Cabinet Member for Growing the Economy.
Cllr Bill Borrett	Cabinet Member for Adult Social Care, Public Health & Prevention
Cllr Margaret Dewsbury	Cabinet Member for Communities & Partnerships
Cllr John Fisher	Cabinet Member for Children's Services
Cllr Tom FitzPatrick	Cabinet Member for Innovation, Transformation & Performance
Cllr Andrew Jamieson	Cabinet Member for Finance
Cllr Greg Peck	Cabinet Member for Commercial Services & Asset Management
Cllr Eric Vardy	Cabinet Member for Environment & Waste
Cllr Martin Wilby	Cabinet Member for Highways, Infrastructure & Transport

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- The information provided for each key decision below includes a list of the documents which will be submitted to the decision maker for consideration in relation to the matter in respect of the key decision to be made. Subject to any restriction on their disclosure, copies of or extracts from any document listed will be available on Norfolk County Council's website or available for inspection at County Hall, Martineau Lane, Norwich, NR1 2DH at least 5 clear days before the meeting. Please contact Committee Services – 01603 223029, email committees@norfolk.gov.uk for further information.
- Further documents relevant to these matters may be submitted to the decision maker. If you wish to submit further documentation relevant to a decision being made or require details of these documents (if any) as they become available, please contact Committee Services (contact details above).

Notice of Forthcoming Individual Cabinet Member Key Decisions

Date after which the Decision Notice can be published	Decision Maker	Title of Key Decision Item & Brief Description	Responsible Director	Is item to be exempt? Yes or No	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Contact	Date added to Forward Plan
13/09/21	Cabinet Member for Adult Social Care, Public Health and Prevention	Partnership Agreements for Specialist health services (Whether to enter new s75 partnership agreements with NHS partners for the delivery of specialist health care for people with learning disability and autism. Decision to be made as the existing agreements are come to an end. It will be a new agreement for arrangements that have been place for over 10 years.)	Executive Director for Adult Social Services	No	N/A	Amanda Dunn, Assistant Director Learning Disabilities and Autism Commissioning amanda.dunn@norfolk.gov.uk	16/08/21
30/6/22	Cabinet Member for Communities and Partnerships	Norfolk Fire and Rescue Service – East Coast and Hertfordshire Control Room Consortium Agreement To agree to continue NFRS membership of the consortium	Executive Director of Community and Environmental Services	No	N/A	Tim Edwards Chief Fire Officer Scott Norman Deputy Chief Fire Officer	31/5/22

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7/7/22	Cabinet Member for Highways, Infrastructure and Transport	Great Yarmouth, Harfreys Roundabout Improvements To confirm that the County Council can undertake the Great Yarmouth, A47 Harfreys Roundabout Improvements on behalf of National Highways, who will fully funding the scheme	Executive Director of Community & Environmental Services	No	N/A	David Allfrey Assistant Director Infrastructure Delivery 01603 223292 david.allfrey@norfolk.gov.uk	8/6/22
7/7/22	Cabinet Member for Highways, Infrastructure and Transport	Kings Lynn Nar Ouse Enterprise Zone To confirm that the County Council can undertake the Kings Lynn Nar Ouse Enterprise Zone improvement works on behalf of Kings Lynn Borough Council, who are fully funding the scheme.	Executive Director of Community & Environmental Services	No	N/A	Paul Donnachie (head of Design and Development) 01603 223097 paul.donnachie@norfolk.gov.uk	8/6/22
29/7/22	Cabinet Member for Highways, Infrastructure and Transport	Local Electric Vehicle Infrastructure Funding Pilot Bid' To agree the bid	Executive Director of Community & Environmental Services	No	N/A	Alex Cliff Highway Network and Digital Innovation Manager alexander.cliff@norfolk.gov.uk	30/6/22

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5/8/22	Cabinet Member for Environment and Waste	<p>Residual Waste: Local Delivery Points To approve a contract or contracts for new transfer station arrangements in and around the Breckland area, for around 20,000tpa, and for the period 2023 to 2030 with a two year extension option to 2032.</p>	Executive Director of Community & Environmental Services	No	N/A	<p>Joel Hull Assistant Director - Waste and Water Management joel.hull@norfolk.gov.uk</p> <p>Dan Beenham Waste Projects Officer Daniel.Beenham@norfolk.gov.uk</p>	7/7/22
5/8/22	Cabinet Member for Communities and Partnerships	<p>Lease of hybrid and electric emergency response cars. To agree the contract award for the provision of hybrid and electric vehicles for Norfolk Fire and Rescue Service; contributing to NCC Environmental Policy objective of net zero carbon emissions by 2030</p>	Executive Director of Community & Environmental Services	No but the report will have an exempt appendix	The exempt appendix will be exempt under paragraph 3 due to the stage of procurement but full contract value will be published following completion of procurement process	<p>Jim Belcher Area Manager (Planning, Partnership & Collaboration)</p> <p>Tim Edwards, Chief Fire Officer Norfolk Fire and Rescue Service</p>	7/7/22

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Plan of Forthcoming Key Decisions – Cabinet of 8 August 2022

Date	Cabinet Meeting / Decision Maker	Title of Key Decision Item & Brief Description	Responsible Director	Is item to be exempt? Yes or No	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Contact	Date added to Forward Plan
8 August 2022	Cabinet	Disposal, Acquisition & Exploitation of Property	Executive Director of Finance & Commercial Services	Yes	Paragraph 3. Details of the proposed sale are commercially sensitive but will be published on the land registry website once the sale has gone through	Simon Hughes Director of Property simon.hughes@norfolk.gov.uk	5/5/22
8 August 2022	Cabinet	Customer Experience Programme Approval to proceed with procurement of updated customer experience platform	Executive Director of Community and Environmental Services	No	N/A	Michelle Carter Head of Customer Service and Development michelle.carter2@norfolk.gov.uk	3/2/22
8 August 2022	Cabinet	Finance Monitoring Report - 22-23 P3	Executive Director of Finance & Commercial Services	No	N/A	Joanne Fernandez Graham Corporate Accounting Manager j.fernandezgraham@norfolk.gov.uk 01603 306228	31/3/22

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8 August 2022	Cabinet	Great Yarmouth Operations & Maintenance Campus (To receive an update on progress)	Executive Director of Community & Environmental Services	No	N/A	Roberta Willner Business Development Manager roberta.willner@norfolk.gov.uk	27/10/21

Plan of Forthcoming Key Decisions – Cabinet of 5 September 2022

Date	Cabinet Meeting / Decision Maker	Title of Key Decision Item & Brief Description	Responsible Director	Is item to be exempt? Yes or No	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Contact	Date added to Forward Plan
5 September 2022	Cabinet	Market Sustainability and Fair Cost of Care Fund. (To approve the Market Sustainability and Fair Cost of Care Fund reports for submission to the DHSC on 14th October 2022.)	Executive Director of Adult Social Services	No	N/A	Susanne Baldwin	31/5/22

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5 September 2022	Cabinet	Disposal, Acquisition & Exploitation of Property	Executive Director of Finance & Commercial Services	Yes	Paragraph 3. Details of the proposed sale are commercially sensitive but will be published on the land registry website once the sale has gone through	Simon Hughes Director of Property simon.hughes@norfolk.gov.uk	5/5/22
5 September 2022	Cabinet	Long Stratton Bypass - Contract Strategy and Side Roads Orders To approve the Contract Strategy and Side Roads Orders	Executive Director of Community and Environmental Services	No	n/a	Grahame Bygrave Director of Highways and Waste grahame.bygrave@norfolk.gov.uk 01603 224290 Rod Kelly	2/12/21
5 September 2022	Cabinet	Norfolk Fire and Rescue HMICRS Inspection Outcomes (To consider the outcomes by the HMICFRS (Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services).)	Executive Director of Community & Environmental Services	No	N/A	Tim Edwards Chief Fire Officer	31/5/22
5 September 2022	Cabinet	Finance Monitoring Report – 22-23 P4	Executive Director of Finance & Commercial Services	No	N/A	Joanne Fernandez Graham Corporate Accounting Manager j.fernandezgraham@norfolk.gov.uk 01603 306228	31/2/22

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5 September 2022	Cabinet	Transport East Transport Strategy (to consider the Strategy)	Executive Director of Finance & Commercial Services	No	N/A	Richard Doleman	31/5/22

Plan of Forthcoming Key Decisions – Cabinet of 3 October 2022

Date	Cabinet Meeting / Decision Maker	Title of Key Decision Item & Brief Description	Responsible Director	Is item to be exempt? Yes or No	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Contact	Date added to Forward Plan
3 October 2022	Cabinet	Strategic and Financial Planning 2023-24	Executive Director of Finance & Commercial Services	No		Titus Adam Financial Projects & Planning Manager Titus.adam@norfolk.gov.uk	31/5/22
3 October 2022	Cabinet	Bus Improvement Plan (To agree the proposed plan)	Executive Director of Community and Environmental Services	No	N/A	Niki Park niki.park@norfolk.gov.uk	3/2/22
3 October 2022	Cabinet	Norfolk Fire and Rescue Service – Annual Statement of Assurance (Consider and approve the Norfolk Fire and Rescue Authority Statement of Assurance 2020-21)	Executive Director of Community and Environmental Services	No	N/A	Tim Edwards Chief Fire Officer	3/2/22

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3 October 2022	Cabinet	NFRS Community Risk Management Plan 2023/26 To approve the draft CRMP for public consultation	Executive Director of Community and Environmental Services	No	N/A	Austin Goreham Senior Analyst austin.goreham@norfolk.gov.uk 01603 223138	03/03/2022
3 October 2022	Cabinet	Finance Monitoring Report – 22-23 P5	Executive Director of Finance & Commercial Services	No	N/A	Joanne Fernandez Graham Corporate Accounting Manager j.fernandezgraham@norfolk.gov.uk 01603 306228	31/3/22
3 October 2022	Cabinet	Risk Management Report Q1 22/23	Executive Director of Finance & Commercial Services	No	N/A	Thomas Osborne Risk Management Officer thomas.osborne@norfolk.gov.uk 01603 222780	31/5/22
3 October 2022	Cabinet	Corporately Significant Vital Signs	Executive Director of Finance & Commercial Services	No	N/A	Stacey Palmer	31/5/22

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3 October 2022	Cabinet	Risk Management Report Q4 21-22	Executive Director of Finance & Commercial Services	No	N/A	Thomas Osborne Risk Management Officer thomas.osborne@norfolk.gov.uk 01603 222780	31/5/22
3 October 2022	Cabinet	Local Levy Setting (To agree the Council position for the Local Levy Setting vote at the Regional Flood and Coastal Committee)	Executive Director of Community & Environmental Services	No	N/A	Mark Ogden Flood and Water Manager mark.ogden@norfolk.gov.uk 01603 638081	5/5/22

Plan of Forthcoming Key Decisions – Cabinet of 7 November 2022

Date	Cabinet Meeting / Decision Maker	Title of Key Decision Item & Brief Description	Responsible Director	Is item to be exempt? Yes or No	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Contact	Date added to Forward Plan
7 November 2022	Cabinet	Norwich ZETC – Zero Emission Transport City business case Approve the strategic business case for submission to the Department for Transport	Executive Director of Community and Environmental Services	No	N/A	Yet Wha Lam Project Delivery Coordinator (Infrastructure Delivery) 01603 495124 yetwha.lam@norfolk.gov.uk	31/5/22

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7 November 2022	Cabinet	Concessionary Travel (Review of additional concessions for disabled pass holders)	Executive Director of Community & Environmental Services	No	N/A	Niki Park niki.park@norfolk.gov.uk	2/12/21
7 November 2022	Cabinet	Statement of Purpose of Norfolk Adoption Services	Executive Director of Children's Services	No	N/A	Kate Dexter	31/3/22
7 November 2022	Cabinet	Statement of Purpose of Norfolk Fostering Services	Executive Director of Children's Services	No	N/A	Kate Dexter	31/3/22
7 November 2022	Cabinet	Annual Review of Residential Children's Homes	Executive Director of Children's Services	No	N/A	Kate Dexter	31/3/22
7 November 2022	Cabinet	Finance Monitoring Report – 22-23 P6	Executive Director of Finance & Commercial Services	No	N/A	Joanne Fernandez Graham Corporate Accounting Manager j.fernandezgraham@norfolk.gov.uk 01603 306228	31/3/22

Plan of Forthcoming Key Decisions – Cabinet of 5 December 2022

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Date	Cabinet Meeting / Decision Maker	Title of Key Decision Item & Brief Description	Responsible Director	Is item to be exempt? Yes or No	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Contact	Date added to Forward Plan
05 December	Cabinet	CES Compliance and Enforcement Policy – Annual Review (To approve any changes to the policy)	Executive Director of Community and Environmental Services	No	N/A	Sophie Leney Head of Trading Standards Sophie.leney@norfolk.gov.uk	3/2/22
05 December	Cabinet	Highway Transport Asset Management Plan (TAMP) (To approve the TAMP, following its regular annual review)	Executive Director of Community and Environmental Services	No	N/A	Kevin Townly Asset and Capital Programme Manager kevin.townly@norfolk.gov.uk 01603 222627	3/2/22
05 December	Cabinet	Norfolk Strategic Infrastructure Delivery Plan (NDSIP) (To approve the 2022 plan)	Executive Director of Community and Environmental Services	No	N/A	Ninan Xu Infrastructure and Economic Growth Project Officer Ninan.xu@norfolk.gov.uk 01603 223626	3/3/22
5 December 2022	Cabinet	Finance Monitoring Report – 22-23 P7	Executive Director of Finance & Commercial Services	No	N/A	Joanne Fernandez Graham Corporate Accounting Manager j.fernandezgraham@norfolk.gov.uk 01603 306228	31/3/22

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5 December 2022	Cabinet	Treasury Management Mid-Year Report 22-23	Executive Director of Finance & Commercial Services	No	N/A	Joanne Fernandez Graham Corporate Accounting Manager j.fernandezgraham@norfolk.gov.uk 01603 306228	31/3/22
5 December 2022	Cabinet	Winter capacity planning	Executive Director of Adult Social Services	No	N/A	Craig Chalmers Director of Community Social Work craig.chalmers@norfolk.gov.uk 01603 306039	31/5/22

Plan of Forthcoming Key Decisions – Cabinet 11 January 2023

Date	Cabinet Meeting / Decision Maker	Title of Key Decision Item & Brief Description	Responsible Director	Is item to be exempt? Yes or No	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Contact	Date added to Forward Plan
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11 January 2023	Cabinet	Admissions Arrangements 2024/25	Executive Director of Children's Services	No	N/A	Eric Clarke Admissions Manager, Children's Services	31/3/22
11 January 2023	Cabinet	Finance Monitoring Report – 22-23 P8	Executive Director of Finance & Commercial Services	No	N/A	Joanne Fernandez Graham Corporate Accounting Manager j.fernandezgraham@norfolk.gov.uk 01603 306228	31/3/22
11 January 2023	Cabinet	Schools Local Growth and Investment Plan	Executive Director of Children's Services	No	N/A	Sebastian Gasse Assistant Director Education Strategy and Infrastructure sebastian.gasse@norfolk.gov.uk 01603 307714	31/3/22

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11 January 2023	Cabinet	Health, Safety and Wellbeing Annual report	Executive Director of Strategy and Transformation	No	N/A	Derryth Wright Head of HR Performance and Governance (Head of HSW) derryth.wright@norfolk.gov.uk 01603 222912	5/5/22
11 January 2023	Cabinet	Risk Management Report Q2 22/23	Executive Director of Finance & Commercial Services	No	N/A	Thomas Osborne Risk Management Officer thomas.osborne@norfolk.gov.uk 01603 222780	5/5/22
11 January 2023	Cabinet	Corporately Significant Vital Signs	Executive Director of Finance & Commercial Services	No	N/A	Stacey Palmer	31/5/22

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Plan of Forthcoming Key Decisions – Cabinet of 30 January 2023 (Budget Meeting)

Date	Cabinet Meeting / Decision Maker	Title of Key Decision Item & Brief Description	Responsible Director	Is item to be exempt? Yes or No	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Contact	Date added to Forward Plan
30 January 23	Cabinet	NFRS Community Risk Management Plan 2023/26 To review findings of the public consultation, endorse the final proposed CRMP and recommend to Full Council for adoption	Executive Director of Community and Environmental Services	No	NA	Austin Goreham Senior Analyst austin.goreham@norfolk.gov.uk 01603 223138	03/3/2022
30 January 2023	Cabinet	Herbicide Use Policy (to agree the newly developed herbicide use policy)	Executive Director of Community and Environmental Services	No	N/A	John Jones Head of Environment john.jones@norfolk.gov.uk 01603 222774 Steve Miller Director, Culture and Heritage steve.miller@norfolk.gov.uk 01603 493620	7/10/21
30 January 2023	Cabinet	Dedicated Schools Grant	Executive Director of Children's Services	No	N/A	Dawn Filtness	31/3/22
30 January 2023	Cabinet	2023-24 Revenue Budget and Medium Term Financial Strategy 2023-27	Executive Director of Finance & Commercial Services	No		Titus Adam Financial Projects & Planning Manager Titus.adam@norfolk.gov.uk	31/3/22

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Date	Cabinet Meeting / Decision Maker	Title of Key Decision Item & Brief Description	Responsible Director	Is item to be exempt? Yes or No	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Contact	Date added to Forward Plan
30 January 2023	Cabinet	2023-24 Capital Programme	Executive Director of Finance & Commercial Services	No	N/A	Joanne Fernandez Graham Corporate Accounting Manager j.fernandezgraham@norfolk.gov.uk 01603 306228	31/3/22
30 January 2023	Cabinet	Treasury Management Strategy	Executive Director of Finance & Commercial Services	No	N/A	Joanne Fernandez Graham Corporate Accounting Manager j.fernandezgraham@norfolk.gov.uk 01603 306228	31/3/22

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Plan of Forthcoming Key Decisions – Cabinet of 6 March 2023

Date	Cabinet Meeting / Decision Maker	Title of Key Decision Item & Brief Description	Responsible Director	Is item to be exempt? Yes or No	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Contact	Date added to Forward Plan
06 March	Cabinet	Adult Learning Annual Plan (To agree the service plan and strategy)	Executive Director of Community and Environmental Services	No	NA	Denise Saadvandi Head of Service Adult Learning Denise.saadvandi@norfolk.gov.uk	3/3/22
06 March	Cabinet	Highways Parish Partnership Schemes (To approve the list of Schemes for the coming year.)	Executive Director of Community and Environmental Services	No	NA	Paul Donnachie Highway Design and Development Manager paul.donnachie@norfolk.gov.uk 01603 223097	3/3/22
06 March	Cabinet	Highway Capital Programme for 2023/24/25 & Transport Asset Management Plan (TAMP) (To approve the Highways Capital Programme and TAMP, following the coming year)	Executive Director of Community and Environmental Services	No	NA	Kevin Townly Asset and Capital Programme Manager kevin.townly@norfolk.gov.uk 01603 222627	7/7/22

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6 March 2023	Cabinet	Finance Monitoring Report – 22-23 P9 & P10	Executive Director of Finance & Commercial Services	No	N/A	Joanne Fernandez Graham Corporate Accounting Manager j.fernandezgraham@norfolk.gov.uk 01603 306228	31/3/22
6 March 2023	Cabinet	Equality, Diversity and Inclusion Objectives (To consider progress to delivery of the Councils objectives)	Executive Director of Community and Environmental Services	No	N/A	Jo Richardson Head of Equality, Diversity & Inclusion jo.richardson@norfolk.gov.uk 01603 223816	3/2/22

Plan of Forthcoming Key Decisions – Cabinet of 3 April 2023

Date	Cabinet Meeting / Decision Maker	Title of Key Decision Item & Brief Description	Responsible Director	Is item to be exempt? Yes or No	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Contact	Date added to Forward Plan
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3 April 2023	Cabinet	Car Parking Enforcement To agree the CPE contract arrangements	Executive Director of Community and Environmental Services	No	NA	Karl Rands Highway Services Manager 01603 638561 karl.rands@norfolk.gov.uk Ian Gregory Better parking Strategy Manager 01603223851	7/7/22
03 April 2023	Cabinet	Trading Standards Service Plan (To review and consider the policy elements of the service plan.)	Executive Director of Community and Environmental Services	No	NA	Shaun Norris / Sophie Leney Head of Trading Standards Sophie.leney@norfolk.gov.uk	3/3/22

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