

Overview & Scrutiny Committee



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Tuesday, 30 November 2021

A meeting of the **Overview & Scrutiny Committee** of North Norfolk District Council will be held in the **Council Chamber - Council Offices** on **Wednesday, 8 December 2021** at **9.30 am**.

At the discretion of the Chairman, a short break will be taken after the meeting has been running for approximately one and a half hours

Members of the public who wish to ask a question or speak on an agenda item are requested to notify the committee clerk 24 hours in advance of the meeting and arrive at least 15 minutes before the start of the meeting. This is to allow time for the Committee Chair to rearrange the order of items on the agenda for the convenience of members of the public. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel: 01263 516047, Email: matthew.stembrowicz@north-norfolk.gov.uk.

Anyone attending this meeting may take photographs, film or audio-record the proceedings and report on the meeting. Anyone wishing to do so must inform the Chairman. If you are a member of the public and you wish to speak on an item on the agenda, please be aware that you may be filmed or photographed.

Please note that Committee members will be given priority to speak during the debate of agenda items

Emma Denny
Democratic Services Manager

To: Mr N Dixon, Mr S Penfold, Ms L Withington, Mr H Blathwayt, Mr P Heinrich, Dr V Holliday, Mr N Housden, Mrs E Spagnola, Mr A Varley, Mr C Cushing, Mr A Brown and Mr P Fisher

All other Members of the Council for information.
Members of the Management Team, appropriate Officers, Press and Public



If you have any special requirements in order to attend this meeting, please let us know in advance
If you would like any document in large print, audio, Braille, alternative format or in a different language please contact us

Chief Executive: Steve Blatch
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A G E N D A

1. TO RECEIVE APOLOGIES FOR ABSENCE

2. SUBSTITUTES

3. PUBLIC QUESTIONS & STATEMENTS

To receive questions / statements from the public, if any.

4. MINUTES

1 - 10

To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 10th November 2021.

5. ITEMS OF URGENT BUSINESS

To determine any other items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B(4)(b) of the Local Government Act 1972.

6. DECLARATIONS OF INTEREST

11 - 12

Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The Code of Conduct for Members requires that declarations include the nature of the interest and whether it is a disclosable pecuniary interest.

7. PETITIONS FROM MEMBERS OF THE PUBLIC

To consider any petitions received from members of the public.

8. CONSIDERATION OF ANY MATTER REFERRED TO THE COMMITTEE BY A MEMBER

To consider any requests made by non-executive Members of the Council, and notified to the Monitoring Officer with seven clear working days' notice, to include an item on the agenda of the Overview and Scrutiny Committee.

9. RESPONSES OF THE COUNCIL OR THE CABINET TO THE COMMITTEE'S REPORTS OR RECOMMENDATIONS

To consider any responses of the Council or the Cabinet to the Committee's reports or recommendations:

At its meeting held on 29th November 2021, Cabinet voted to accept the following recommendations:

2. To recommend to Cabinet that greater consideration be given to the future management and maintenance of trees planted as a result of the strategy, and that the importance of hedgerows be given greater consideration, with the potential for their inclusion in the Strategy's title.

3. To recommend to Cabinet that consideration be given to the potential development of a separate Biodiversity Strategy, with special reference to ecosystems dependent on peat, salt marsh, and seaweed.

10. WASTE CONTRACT: SERCO BRIEFING

To receive a briefing on the target operating model of the waste contract from Serco Officers.

11. **TREASURY MANAGEMENT HALF YEARLY REPORT 2021/22**

13 - 26

Summary: This report sets out the Treasury Management activities actually undertaken during the first half of the 2021/22 Financial Year compared with the Treasury Management Strategy for the year.

Options Considered: This report must be prepared to ensure the Council complies with the CIPFA Treasury Management and Prudential Codes.

Conclusions: Treasury activities for the half year have been carried out in accordance with the CIPFA Code and the Council's Treasury Strategy.

Recommendations: **That the Council be asked to RESOLVE that The Treasury Management Half Yearly Report 2021/22 is approved.**

Reasons for Recommendation: Approval by Council demonstrates compliance with the Codes.

Cabinet Member(s) Ward(s) affected: All
Eric Seward

Contact Officer, telephone number and email: Lucy Hume, 01263 516246, lucy.hume@north-norfolk.gov.uk

Summary: The Managing Performance Report attached, as Appendix A, will enable the Council to assess delivery against objectives detailed in the Corporate Plan Delivery Plan 2019-2023 and operational service performance. It gives an overview of progress towards achieving the objectives in the Corporate Plan, assesses the impact that Covid-19 has had on both these aspects of Council performance, and the actions being taken to address these issues and proposes any further action needed.

Options considered: Options considering action regarding performance are presented separately, issue by issue, to the appropriate Council Committee where committee approval is required.

Conclusions: Strong progress has been made over the quarter in areas of core service delivery and in respect of key Corporate Plan projects and objectives as detailed in the report. This positive progress has been achieved alongside the Council continuing to demonstrate strong community leadership in the local response to COVID, particularly supporting the local economy recover and open up following the lifting of social distancing restrictions as part of Phase 4 of the Government Road Map which saw large numbers of tourist visitors to the District over the months of July, August and September.

Recommendations: **That Cabinet resolves to note this report and endorses the actions being taken by Corporate Leadership Team detailed in Appendix A – Managing Performance.**
That Cabinet approves the amendments to reporting as outlined in paragraph 3.3.

Reasons for Recommendations: To ensure the objectives of the Council are achieved.

LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW

(Papers relied on to write the report, which do not contain exempt information and which are not published elsewhere)

Cabinet Member(s)	Ward(s) affected
Cllr Sarah Bütikofer	All

Contact Officer, telephone number and email: Steve Blatch, Chief Executive Email:- steve.blatch@north-norfolk.gov.uk Tel:- 01263 516232

Summary: This report outlines proposals in relation to continuing to improve the standard and quality of the District Council's public conveniences as a key element of the district's local infrastructure whilst also proposing a more strategic approach to this service area. The report presents a number of options to improve the public convenience service following on from the previous investment programme and makes a number of recommendations for the next phase of capital works to provide new inclusive, replacement and remodelled facilities in key locations within the District. It also provides a framework for the consideration of a Public Convenience Strategy to help shape the future direction of this important provision.

Options considered:

- Do nothing.
- Explore transfer of public convenience provision to town and parish councils.
- Continue the investment programme to make improvements to the quality of the public convenience portfolio.
- Adopting a more strategic approach to the management and improvement of these assets.

Conclusions: In conclusion it is recommended that the Cabinet adopt the principles set out in the draft strategy document contained within Appendix A. To further support the Strategy, it is recommended that the capital improvement programme continues to enable the Council to provide quality facilities to residents and visitors alike whilst also focusing on wider accessibility.

Recommendations: **It is recommended that Cabinet resolve to;**

- **Adopt the principles contained within the draft Strategy document contained within Appendix A;**
- **Approve a provisional budget of £30k to support with the evidence gathering recommended within the Strategy, to be funded from the Invest to Save reserve;**
- **Task the Overview and Scrutiny committee with further developing and embedding the draft strategy and considering the further work in relation to evidence collection and**

engagement proposed and that Cabinet agree the scope of this work; and

- Recommend to Full Council that further capital provision of £500,000 is allocated from capital receipts (to include any potential grant funding) to undertake improvements to facilities in Sheringham and North Walsham, to include provision of Changing Places facilities. These facilities will be delivered by the end of the 2022 calendar year.

Reasons for Recommendations: To provide a more strategic approach to the management and investment off these important assets whilst continuing the capital investment improvement plan.

LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW

(Papers relied on to write the report, which do not contain exempt information and which are not published elsewhere)

Cabinet Member(s)	Ward(s) affected
Cllr Eric Seward	Sheringham, North Walsham

Contact Officer, telephone number and email: Duncan Ellis (Director for Resources), 01263 516330 duncan.ellis@north-norfolk.gov.uk

14. COUNCILLOR CALL FOR ACTION

115 - 118

To consider the following Councillor Call for Action submitted by Cllr L Withington:

“A request for O and S to consider holding a One Day Rapid Review Process, focussing on the management and mitigation of the impact of second homes, holiday lets, B&Bs or Air B&Bs (Visitor Accommodation) in North Norfolk by NNDC”

Summary: This report provides the update for Members on a range of enforcement related issues arising from the work of the Enforcement Board and Combined Enforcement Team.

Conclusions: The Enforcement Board continues to make progress towards its objectives of dealing with difficult and long-standing enforcement cases and bringing long term empty properties (LTE) back into use, across all areas of the District.

The Combined Enforcement Team continues working to reduce the backlog on the planning enforcement cases and ensuring that property level Council Tax enforcement is taken forward at the earliest opportunity.

Recommendations: **1. That Cabinet notes the continued progress of the Enforcement Board and the Combined Enforcement Team**

Reasons for Recommendations:

1. To ensure appropriate governance of the Board's activities
2. To show the progress of Combined Enforcement Team cases and contribution to the work of the Enforcement Board

Cabinet Members	Ward(s) affected
Cllr John Toye (Planning)	All Wards
Cllr Nigel Lloyd (Environmental Health)	
Cllr Eric Seward (Revenues and Benefits)	

Contact Officer, telephone number and email:
Phillip Rowson, Assistant Director 01263 441263
phillip.rowson@northnorfolk.gov.uk

WORK PROGRAMMES

16. THE CABINET WORK PROGRAMME 349 - 352

To note the upcoming Cabinet Work Programme.

17. OVERVIEW & SCRUTINY WORK PROGRAMME AND UPDATE 353 - 362

To receive an update from the Scrutiny Officer on progress made with topics on its agreed work programme, training updates and to receive any further information which Members may have requested at a previous meeting.

18. EXCLUSION OF THE PRESS AND PUBLIC

To pass the following resolution, if necessary:

“That under Section 100A(4) of the Local Government Act 1972 the press and 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 paragraph _ of Part I of Schedule 12A (as amended) to the Act.”