

Overview & Scrutiny Committee



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Tuesday, 1 February 2022

A meeting of the **Overview & Scrutiny Committee** of North Norfolk District Council will be held in the **Council Chamber - Council Offices** on **Wednesday, 9 February 2022 at 2.00 pm.**

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

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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 12th January 2022.

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 the meeting held on 31st January 2022 Cabinet accepted the recommendation to increase parking charges in-line with CPI inflation. The recommendation to increase season ticket prices in-line with CPI inflation was not accepted.

Summary: This report sets out the Council's Capital Strategy for the year 2022-23. It sets out the Council's approach to the deployment of capital resources in meeting the Council's overall aims and objectives while providing the strategic framework for the effective management and monitoring of the capital programme.

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

Conclusions: The Council is required to approve a Capital Strategy to demonstrate compliance with the Codes and establishes the strategic framework for the management of the capital programme.

Recommendations: That Cabinet recommends to Full Council that;

(a) The Capital Strategy and Prudential Indicators for 2022-23 are approved.

Reasons for Recommendation: Approval by Council demonstrates compliance with the Codes and provides a framework within which to consider capital investment decisions.

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)

None

Cabinet Member(s)
Cllr E Seward

Ward(s) affected

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

11. INVESTMENT STRATEGY 2022/23

23 - 30

Summary: This report sets out details of the Council's investment activities and presents a strategy for the prudent investment of the Council's resources.

Options Considered: Alternative investment and debt options are continuously appraised by the Council's treasury advisors, Arlingclose and all appropriate options are included within this Strategy.

Conclusions: The preparation of this Strategy is necessary to comply with the guidance issued by the Department of Levelling Up, Housing & Communities (DLUHC).

Recommendations: **That the Council be asked to RESOLVE that The Investment Strategy is approved.**

Reasons for Recommendation: The Strategy provides the Council with a flexible investment strategy enabling it to respond to changing market conditions.

Cabinet Member(s) Ward(s) affected: All
Cllr E Seward

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

12. **TREASURY MANAGEMENT STRATEGY 2022/23**

31 - 46

Summary: This report sets out details of the Council's investment activities and presents a strategy for the prudent investment of the Council's resources.

Options Considered: Alternative investment and debt options are continuously appraised by the Council's treasury advisors, Arlingclose and all appropriate options are included within this Strategy.

Conclusions: The preparation of this Strategy is necessary to comply with the guidance issued by CIPFA.

Recommendations: **That the Council be asked to RESOLVE that The Treasury Management Strategy is approved.**

Reasons for Recommendation: The Strategy provides the Council with a flexible investment strategy enabling it to respond to changing market conditions, and ensures the Council complies with CIPFA guidance.

Cabinet Member(s)
Cllr E Seward

Ward(s) affected: All

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

13. FEES AND CHARGES 2022-23

47 - 68

- Summary:** This report recommends the fees and charges for 2022-23 that will come into effect from April 2022.
- Options considered:** Alternatives for the individual service fees and charges now being proposed will have been considered as part of the process in arriving at the fees presented within the report.
- Conclusions:** The fees and charges as recommended have been used to inform the income budgets for the 2022/23 budget.
- Recommendations:** **That Cabinet agree and recommend to Full Council:**
- a) The fees and charges from 1 April 2022 as included in Appendix A.**
- b) That Delegated Authority be given to the Section 151 Officer, in consultation with the Portfolio Holder for Finance and relevant Heads of Service, to agree those fees and charges not included within Appendix A as required as outlined within the report**
- Reasons for Recommendations:** To approve the fees and charges as set out in the report that will have been used to support the 2022/23 budget process.

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)

Current fees and charges

Cabinet Member(s)
Cllr E Seward

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

14. **CROMER PIER PAVILION THEATRE - PIER MANAGEMENT CONTRACT**

69 - 76

Summary:

This report provides members with an update in respect of the pier management contract operated by openwide coastal in the context of the ongoing uncertainty around the covid pandemic.

The report details the current arrangements for management of the contract of the pier pavilion theatre in cromer, in the context of when the current contract was awarded in early 2019; and considers the changed circumstances, issues and risks being faced by the operator during the 2020 and 2021 seasons and looking into the future due to the covid pandemic.

The report details a number of options available to the council in seeking to support the current operator respond to these unprecedented circumstances in future years thereby maintaining the unique end of the pier show and other theatre offering provided through the cromer pier pavilion theatre.

Conclusions:

The Coronavirus pandemic, including periods of lockdown and subsequent restrictions during the twenty-two months since March 2020, and ongoing uncertainty for the arts sector through 2022 and beyond, has presented significant challenges to the Council's operating partner for Cromer Pier and Pavilion Theatre - Openwide Coastal.

Whilst Openwide has competently managed this challenging situation, this is not without significant risks to the business relative to the contract awarded by the Council in February 2019, and in order to secure its long term future it is appropriate for the Council to consider how it might work with the company to manage future risks in the operation of the Pavilion Theatre, if not the wider Pier offering.

Recommendations: Cabinet is therefore recommended to:

- a) Agree now to the extension of the pier management contract at the end of its current ten-year term for five years to March 2033 (as allowed for under the contract) so**

that the additional costs / losses incurred by Openwide in supporting the contract over the past two years due to COVID might be recovered – i.e. Option 1 as detailed within Section 5 of the report.

b) Agree that the Council is prepared, in principle, to explore further with Openwide a risk-sharing approach in underwriting the costs of investment in the 2022 Seaside Special production recognising the challenges presented by the COVID pandemic on audience figures during 2021 and the continued uncertainty for the 2022 summer season given that planning and investment in the 2022 production is already underway - i.e. Option 3 as detailed within Section 5 of the report.

c) The Council agrees to make budgetary provision in the current financial year of up to £45,000 to upgrade the bar and food service area within the Pavilion Theatre

d) Agree that the Council works closely with Openwide to explore broadening the offer of the Pier as outlined in Options 4 and 5 of Section 5 of the report so as to attract new audiences, visitors and income to the Pier.

Cabinet member(s):
Cllr Virginia Gay

Ward(s) affected:
Cromer Town / All

Contact Officer,
number, and e-mail:

telephone Karl Read Leisure and Cultural
Services Manager
Tel: 01263 516002
Email:- Karl.Read@north-norfolk.gov.uk

15. WASTE CONTRACT: VERBAL UPDATE

To receive a verbal update from the Director for Communities on the progress made by the waste contractor on delivering a revised target operating model.

16. UPDATE: SCRUTINY PANEL - ENVIRONMENT & QUALITY OF LIFE 77 - 78

To receive an update on progress from the Chairman of the Panel and agree the draft Work Programme for the six-month trial period.

WORK PROGRAMMES

17. THE CABINET WORK PROGRAMME 79 - 82

To note the upcoming Cabinet Work Programme.

18. OVERVIEW & SCRUTINY WORK PROGRAMME AND UPDATE 83 - 92

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.

19. 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.”