

Council



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15 February 2022

A meeting of the **Council** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Wednesday, 23 February 2022 at 6.00 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 must notify Democratic Services 24 hours in advance of the meeting. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel: 01263 516010, Email: emma.denny@north-norfolk.gov.uk. Please note that this meeting will be live-streamed: <https://www.youtube.com/channel/UCsShJeAVZMS0kSWcz-yEzq>

Anyone attending this meeting may take photographs, film or audio-record the proceedings and report on the meeting. Anyone wishing to do so should 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.

Emma Denny
Democratic Services Manager

To: Mr T Adams, Ms P Bevan Jones, Mr D Birch, Mr H Blathwayt, Mr A Brown, Dr P Bütikofer, Mrs S Bütikofer, Mr C Cushing, Mr N Dixon, Mr P Fisher, Mrs A Fitch-Tillett, Mr T FitzPatrick, Mr V FitzPatrick, Mrs W Fredericks, Ms V Gay, Mrs P Grove-Jones, Mr G Hayman, Mr C Heinink, Mr P Heinrich, Dr V Holliday, Mr N Housden, Mr R Kershaw, Mr N Lloyd, Mr G Mancini-Boyle, Mr N Pearce, Mr S Penfold, Mrs G Perry-Warnes, Mr J Punchard, Mr J Rest, Mr E Seward, Miss L Shires, Mrs E Spagnola, Mrs J Stenton, Dr C Stockton, Mr M Taylor, Mr J Toye, Mr E Vardy, Mr A Varley, Ms L Withington and Mr A Yiasimi

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
Tel 01263 513811 **Fax** 01263 515042 **Minicom** 01263 516005
Email districtcouncil@north-norfolk.gov.uk **Web site** www.north-norfolk.gov.uk

A G E N D A

1. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

2. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

1 - 6

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 (see attached guidance and flowchart)

3. 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.

4. CHAIRMAN'S COMMUNICATIONS

To receive the Chairman's communications, if any.

5. LEADER'S ANNOUNCEMENTS

6. PUBLIC QUESTIONS AND STATEMENTS

To consider any questions or statements received from members of the public.

7. APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES & PANELS

To appoint a Chairman of the Constitution Working Party.

8. RECOMMENDATIONS FROM CABINET 31 JANUARY 2022

7 - 176

a) Agenda item 8: Net Zero Strategy & Action Plan

Recommendation to Council: To adopt the Net Zero Strategy & Action plan and to delegate minor changes required to the final document to the Director for Place and Climate Change, in consultation with the Portfolio Holder for Environmental Services, Climate Change and The Environment

The Overview & Scrutiny Committee supported the recommendation at the meeting held on 12 January 2022.

b) Agenda item 10: Capital Strategy 2022-2023

Recommendation to Council: To approve the Capital Strategy and Prudential Indicators for 2022-2023

The Overview & Scrutiny Committee supported the

recommendation at the meeting held on 9th February 2022.

c) Agenda item 11: NNDC Investment Strategy 2022-2023

Recommendation to Council: To approve the Investment Strategy 2022-2023

The Overview & Scrutiny Committee supported the recommendation at the meeting held on 9th February 2022

d) Agenda item 12: NNDC Treasury Management Strategy Statement 2022-2023

Recommendation to Council: To approve the Treasury Management Strategy Statement 2022-2023

The Overview & Scrutiny Committee supported the recommendation at the meeting held on 9th February 2022

e) Agenda item 13: Fees & Charges 2022 -2023

Recommendation to Council:

a) To approve 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

The Overview & Scrutiny Committee supported the recommendation at the meeting held on 9th February 2022

f) Agenda item 14: Rate Relief Policy

Recommendation to Council:

- That the Revenues Manager has delegated authority to make decisions up to the NNDC cost value of £2k as indicated in Appendix A.

- That the Revenues Manager has delegated authority to make Covid-19 Additional Relief Fund (CARF) decisions as indicated in Appendix C.

- That the Rate Relief Policy is revised as indicated in Appendix A, B and C.

g) Agenda item 15: Draft Medium Term Financial Strategy (MTFS) 2023/26

Recommendation to Council: To approve the Medium Term Financial Strategy 2022-2023

The Overview & Scrutiny Committee supported the

recommendation at the meeting held on 12 January 2022

h) Agenda item 16: Car Park Charges Review

Recommendation to Council:

1. That the following pricing structure should be introduced:

Standard tariff car parks - £1.20p for first two hours, 80 pence for each further hour and a day rate of £6.00. No change to 30 minute rate.

Resort tariff car parks - £1.50 for the first hour, £1.20p for each further hour, and a day rate of £8.50. No change to 30 minute charge.

Coastal tariff car parks - £1.80 per hour and a day rate of £8.50

Holt Country Park - £2.30 per day

Coaches – 24 hour stay £12, 4 hour stay - £6

Seven day ticket will be based on the 24 hour ticket rate over 4 days, so £34 a week for Coastal and Resort tariff and £24 for Standard

These proposed changes are anticipated to generate in the region of £230,000 additional income per annum

2. That the following changes to car park designations should be made:

Sheringham, Chequers car park moves to 'Coastal' from 'Resort' and that Sheringham, Station Approach car park moves to 'Resort' from 'Coastal'

3. The implementation of any new pricing changes from July 2022 and instigating the Car Park order (CPO) consultation process;

4. Budgetary provision of £25k to cover implementation costs resulting from any changes.

9. RECOMMENDATIONS FROM OVERVIEW & SCRUTINY COMMITTEE - 09 FEBRUARY 2022

To consider any further recommendations from the Overview & Scrutiny Committee meeting held on 9th February 2022.

10. BUDGET AND COUNCIL TAX 2022-2023

177 - 218

Summary:

This report presents for approval the budget for 2022/23 and to make statutory calculations in accordance with the Local Government Finance Act 1992 to set the Council Tax for 2022/23. The report also includes the Chief Financial Officer's report on the robustness of

the estimates and adequacy of reserves.

Options considered: It is a statutory requirement to set the budget each year, whilst there are options around the content of the budget presented for approval, the budget now recommended reflects the recommendations made by Cabinet at its meeting on 31 January 2022.

Conclusions: It is the opinion of the Council's Chief Financial Officer that the budget for 2022/23 has been set within a robust framework and the impact of this resolution will maintain an adequate level of financial reserves held by the Council.

Recommendations: That having considered the Chief Financial Officer's report on the robustness of the estimates and the adequacy of the proposed financial reserves, the following be approved:

- 1) The 2022/23 revenue budget as outlined at Appendix A within this report;
- 2) A balance of £500,000 from the Business Rates Reserve be reallocated to the Delivery Plan Reserve to support the delivery of the Council's Corporate Objectives
- 3) The statement of and movement on the reserves as detailed at Appendix D within this report;
- 4) The updated Capital Programme and financing for 2022/23 to 2024/25 (as detailed at Appendix C1 of this report
- 5) The new capital bids recommended for approval (as detailed within appendix C2 within this report
- 6) That Members note the current financial projections for the period 2023/24 to 2025/26;
- 7) The Policy Framework for the Earmarked Reserves and the Optimum Level of the General Reserve 2022/23 to 2025/26 (Appendix B within this report);
- 8) That the setting of the Local Council Tax Support Scheme (LCTS) for 2022/23 be delegated to officers, in consultation with the Portfolio holder for Finance
- 9) That Members undertake the Council Tax and statutory calculations set out at section 4, and set the Council Tax for 2022/23;

- Reasons for Recommendations:
- 10) The demand on the Collection Fund for 2022/23 is as follows:
- a. £6,513,398 for District purposes
 - b. £2,724,973 for Parish/Town Precepts;
- This reflects the recommended Council Tax increase of £4.95 for the District element for an average Band D property and;

To approve the 2022/23 budget for revenue and capital and to make the statutory calculations in respect of the 2022/23 Council Tax.

LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW

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

Budget reports and briefings, precepts (NCC, Police and Parishes)

Cabinet Member(s) All	Ward(s) affected: All
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Contact Officer, telephone number and email:
Duncan Ellis, 01263 516330, duncan.ellis@north-norfolk.gov.uk

11. PAY POLICY STATEMENT 2022 - 2023

219 - 230

- Summary: Section 38 of the Localism Act 2011 (“the Act”) requires the Council to produce an annual pay policy statement (“the statement”) for the start of each financial year. The attached statement is drawn up in compliance with the Act to cover the period 2021/22. It is a legal requirement that Full Council formally signs off this statement and the responsibility cannot be devolved to any other person or committee.
- Options considered: There are no options to consider as part of this paper.
- Conclusions: The attached statement sets out current remuneration arrangements for officers.
- Recommendations: **To adopt the attached Pay Policy Statement and to publish the statement for 2022/23 on the Council’s website.**

Reasons for Recommendations: To comply with the requirements of the Localism Act.

Cabinet Member(s) Cllr Tim Adams	Ward(s) affected: All
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Contact Officer, telephone number and email:
James Claxton, Human Resources Manager
james.claxton@north-norfolk.gov.uk; (01263) 516352

12. PORTFOLIO REPORTS

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To receive reports from Cabinet Members on their portfolios. Please note that update reports provided are for the month of January 2022 and due to an additional meeting of Full Council on 9th February, not all Cabinet members will have an update to provide.

Members are reminded that they may ask questions of the Cabinet Member on their reports and portfolio areas but should note that it is not a debate.

No member may ask more than one question plus a supplementary question, unless the time taken by members' questions does not exceed 30 minutes in total, in which case, second questions will be taken in the order that they are received (Constitution, Chapter 2, part 2, section 12.2)

Cabinet members (listed alphabetically)

Cllr T Adams (Leader)
Cllr A Fitch-Tillett – Coast
Cllr W Fredericks – Housing & Benefits
Cllr V Gay – Leisure, Culture & Wellbeing
Cllr R Kershaw – Sustainable Growth
Cllr N Lloyd – Environment
Cllr E Seward – Finance, Assets & Legal
Cllr L Shires – Organisational Resources
Cllr J Toye – Planning & Enforcement

13. QUESTIONS RECEIVED FROM MEMBERS

None Received.

14. OPPOSITION BUSINESS

None Received.

15. NOTICE(S) OF MOTION

None Received.

16. EXCLUSION OF 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 item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph(s) _ of Part 1 of Schedule 12A (as amended) to the Act.”

17. PRIVATE BUSINESS