

Council



Please contact: Emma Denny

Please email: Emma.Denny@north-norfolk.gov.uk

Please Direct Dial on: 01263 516010

14 February 2023

A meeting of the **Council** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Wednesday, 22 February 2023 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. MINUTES

1 - 18

To confirm the minutes of the meeting of the Council held on 20 December 2022.

3. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

19 - 24

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)

4. 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.

5. CHAIRMAN'S COMMUNICATIONS

To receive the Chairman's communications, if any.

6. LEADER'S ANNOUNCEMENTS

To receive announcements from the Leader.

7. PUBLIC QUESTIONS AND STATEMENTS

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

8. RECOMMENDATIONS FROM CABINET 06 FEBRUARY 2023

25 - 98

a) Agenda Item 10 – Capital Strategy 2023 – 2024

Recommendation to Council: To approve the Capital Strategy and Prudential Indicators for 2023-2024

The Overview & Scrutiny Committee supported the recommendation at the meeting held on 25th January 2023.

b) Agenda item 11 – Investment Strategy 2023 – 2024

Recommendation to Council: To approve the Investment Strategy 2023 – 2024

The Overview & Scrutiny Committee supported the recommendation at the meeting held on 25th January 2023.

c) Agenda Item 12 – Treasury Management Strategy Statement 2023 – 2024

Recommendation to Council: That the Treasury Management Strategy 2023 – 2024 is approved.

The Overview & Scrutiny Committee supported the recommendation at the meeting held on 25th January 2023.

d) Fees & Charges 2023 – 2024

Recommendation to Council: To agree

- a. The fees and charges from 1 April 2023 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
- c. That there be added to Appendix A, a provision to permit the Holt Market to operate with a single Street Market fee at such amount delegated to the Director for Communities until such time as the Street Trading Policy is approved.

The Overview & Scrutiny Committee supported recommendations a & b at the meeting held on 25th January 2023. Recommendation c was agreed after the O&S Meeting.

9. RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE 15TH FEBRUARY 2023

To consider any recommendations from the Overview & Scrutiny Committee meeting held on 15th February.

Please note the Full Council agenda was published before the Overview & Scrutiny Committee meeting took place. The Chairman will provide an oral update at the meeting.

10. RATE RELIEF POLICY

99 - 128

Summary:

1. In the Budget on 17 November 2022 the Chancellor announced the Government would award a 75% Retail, Hospitality and Leisure Relief for properties up to a cash limit of £110,000 per business for the 2023/24 financial year.

2. In the Budget on 17 November 2022 the Chancellor announced the Government would extend Supporting Small Business Relief (SSB) for another year until 31 March 2024 for businesses who were eligible for the 2022/23 relief on 31 March 2023 and were facing large increases in rates for 2023/24. The Chancellor also announced a new Supporting Small

Business (SSB) Relief scheme which will cap bill increases at £600 per year for any businesses that had a Rateable Value (RV) increase from 1 April 2023 caused by the revaluation and consequently lost Small Business Rates Relief or Rural Rate Relief.

3. In the Spring Statement on 23 March 2022 the government announced it would bring forward to 1 April 2022 100% relief for low-carbon heat networks.

4. On 27 January 2020, the Financial Secretary to the Treasury made a Written Ministerial Statement announcing additional business rates measures that will apply from 1 April 2020 including the extension of the £1,500 business rates discount for office space occupied by local newspapers that will apply for an additional 5 years until 31 March 2025. The scheme will be available to local newspapers that occupy office space. Under the scheme, eligible local newspaper businesses will continue to receive up to a £1,500 discount on their bill for the 2022/23 financial year.

5. The 2016 Autumn Statement confirmed the doubling of rural rate relief available to eligible businesses from 50% to 100%. The Government subsequently set out their intention to amend the relevant primary legislation to require local authorities to grant 100% mandatory rural rate relief. Following the decision not to reintroduce the Local Government Finance Bill, for 2018/19 the Government expects local authorities to continue to use their discretionary relief powers to grant 100% rural rate relief to eligible ratepayers in 2022/23, as they have done previously.

6. Under section 49 of the Local Government Act 1988 businesses can apply for Hardship Relief. This scheme has now been incorporated within this rate relief policy. The cost of this scheme is funded in accordance with the Non-Domestic Rates financial retention rules.

The Government expects local authorities to use their discretionary relief powers to grant these reliefs. All the above (except the Hardship Policy) will be compensated in full for our loss of rates income because of these

changes. This compensation will be paid by section 31 grant and calculated based on the returns that the council makes under the rates retention scheme.

The Council's Discretionary Rate Relief Policy has been revised to reflect these changes.

Conclusions: The policy has been updated to reflect the new and extended schemes announced and includes guidelines as to how the schemes are to be implemented and the financial implications on the authority.

Recommendations: **That the Revenues Manager continues to have delegated authority to make decisions up to the NNDC cost value of £4k as indicated in Appendix A.**

That the Revenues Manager has delegated authority to make Hardship Relief decisions up to the NNDC cost value of £4k as indicated in Appendix C.

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

Reasons for Recommendations: The new policy will enable the Retail Hospitality and Leisure Relief, Supporting Small Business Relief, the scheme for local newspaper discount, scheme for low-carbon heat networks, Hardship Relief and the Rural Rate Relief to be awarded discretionary reliefs in 2022/23 & 2023-24.

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

Contact Officer, telephone number and email:
Sean Knight. Sean.Knight@north-norfolk.gov.uk 01263 516347

11. BUDGET AND COUNCIL TAX 2023 - 2024

129 - 180

Summary: This report presents for approval the budget for 2023/24 and to make statutory calculations in accordance with the Local Government Finance Act 1992 to set the Council Tax for 2023/24. The report also includes the Chief Finance 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 6 February 2023.

Conclusions: It is the opinion of the Council's Chief Finance Officer that the 2023/24 budget 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 Finance Officer's report on the robustness of the estimates and the adequacy of the proposed financial reserves, the following be approved:

- 1) The 2023/24 revenue budget as outlined at Appendix A within this report;
- 2) The statement of and movement on the reserves as detailed at Appendix D within this report;
- 3) The updated Capital Programme and financing for 2022/23 to 2026/27 as detailed at Appendix C of this report;
- 4) The new capital bids recommended for approval as detailed at Appendix C1 within this report
- 5) That Members note the current financial projections for the period 2024/25 to 2026/27;
- 6) That Members note the results of the Budget Consultation exercise as discussed in paragraph 3.15 and shown in Appendix F.
- 7) The Policy Framework for the Earmarked Reserves and the Optimum Level of the General Fund Reserve for 2023/24 to 2026/27 as detailed at Appendix B within this report;
- 8) The Local Council Tax Support Scheme (LCTS) for 2023/24 as set out in paragraphs 3.14 to 3.16;
- 9) The Council Tax Support Fund as set out in in paragraphs 3.17 to 3.20;
- 10) That Members undertake the Council

Tax and statutory calculations set out at section 4, and set the Council Tax for 2023/24;

- 11) The demand on the Collection Fund for 2023/24 is as follows:
- a. £6,722,490 for District purposes
 - b. £2,875,207 for Parish/Town Precepts;

Reasons for Recommendations:

This reflects the recommended Council Tax increase of £4.95 for the District element for an average Band D property.

To approve the 2023/24 budget for revenue and capital and to make the statutory calculations in respect of the 2023/24 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
Contact Officer, telephone number and email: Tina Stankley, 01263 516439, tina.stankley@north-norfolk.gov.uk	

12. PAY POLICY STATEMENT 2023 - 2024

181 - 192

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 2023/24. 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 2023/24 on the Council's website.**

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

Cabinet Member(s) Ward(s) affected: All
Cllr Tim Adams

Contact Officer, telephone number and email:
James Claxton, Human Resources Manager
james.claxton@north-norfolk.gov.uk ; (01263) 516352

13. PORTFOLIO REPORTS

193 - 246

To receive reports from Cabinet Members on their portfolios.

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 / Executive Support)
Cllr A Brown – Planning & Enforcement
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 & Climate Change
Cllr E Seward - Finance, Assets & Legal
Cllr L Shires – Organisational Resources

14. QUESTIONS RECEIVED FROM MEMBERS

To receive questions from Members.

15. OPPOSITION BUSINESS

None Received.

16. NOTICE(S) OF MOTION

None Received.

17. 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.”

18. PRIVATE BUSINESS