

# Overview & Scrutiny Committee



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Tuesday, 1 November 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 November 2022** 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](mailto: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 P Fisher and Mrs S Bütikofer

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 - 28

To approve as a correct record the minutes of the meetings of the Overview and Scrutiny Committee held on 28<sup>th</sup> September and 12<sup>th</sup> October 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**

29 - 34

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:

**10. WASTE CONTRACT: SERCO BRIEFING - TARGET OPERATING MODEL & GAP ANALYSIS UPDATE**

35 - 44

To receive and note the report, or consider any necessary recommendations.

## 11. PRUDENTIAL INDICATORS 2021-22

45 - 48

**Summary:** This report presents the out-turn position in respect of the Prudential Indicators for 2021-22.

**Options considered:** To approve the out-turn position in respect of the 2021-22 Prudential Indicators, or Do nothing.

**Conclusions:** The Prudential Indicators for 2021-22 are fully complied with.

**Recommendations:** **Members are asked to consider the report and recommend the following to Full Council:**

**That the out-turn position in respect of the 2021-22 Prudential Indicators are approved**

**Reasons for Recommendations:** To meet the requirements of the CIPFA Prudential Code and the CIPFA Treasury Management code of Practice.

### **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) Cllr Eric Seward	Ward(s) affected N/A
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Contact Officer, telephone number and email:

Alison Chubbock, 07967 325037, [alison.chubbock@north-norfolk.gov.uk](mailto:alison.chubbock@north-norfolk.gov.uk)

**12. BUDGET MONITORING REPORT 2022/23 - PERIOD 6**

49 - 74

**Summary:** This report summarises the budget monitoring position for the revenue account, and reserves statement to the end of September 2022

**Options considered:** Not applicable

**Conclusions:** The overall position at the end of September 2022 shows a £4,191,298 underspend for the current financial year on the revenue account, this is however currently expected to deliver a full year overspend of £909,235. (At the end of 2021/22 £616k was added to the General reserve to help offset the impacts of pay and inflation in the current year)

**Recommendations:** **It is recommended that Cabinet:**

- 1) Note the contents of the report and the current budget monitoring position.**
- 2) Recommend to Council that any outturn deficit is funded from a contribution from the use of the General Reserve**
- 3) Agree that a regular update should be provided to Members on the measures being undertaken to mitigate and reduce the current forecast deficit**

**Reasons for Recommendations:** To update Members on the current budget monitoring position for the Council.

**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)*

System Budget monitoring reports

Cabinet Member(s) Eric Seward	Cllr	Ward(s) affected All
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Contact Officer, telephone number and email: Alison Chubbock 07967 325037 Alison.chubbock@north-norfolk.gov.uk

**13. COASTAL PARTNERSHIP EAST - UPDATE REPORT**

75 - 84

To receive and note the report, and consider the frequency of any future updates.

14. **NORTH NORFOLK CORPORATE PLAN - REVIEW OF DELIVERY  
FEBRUARY 2020 - OCTOBER 2022 & AGREEMENT OF PRIORITY  
OBJECTIVES FOR THE PERIOD TO MAY 2023**

85 - 128

**Summary:** Following the District Council elections in May 2019 the Council developed and agreed a Corporate Plan in November 2019 and a Delivery Plan in February 2020, which detailed the authority's key priorities and objectives over the four-year period to 2023.

Soon after agreement of the Delivery Plan the COVID pandemic spread to the UK and much of the Council's focus during 2020 moved towards a response to this unprecedented situation supporting our residents and businesses. Over the following two and a half years the Council has balanced its response to the pandemic and new and emerging situations including delivery of the Homes for Ukraine programme locally and the rising cost of living pressures whilst delivering against the Delivery Plan objectives and maintaining core service provision.

During this time the Cabinet has reviewed the Delivery Plan objectives and actions in October 2020 and November 2021 reviewing progress and setting priorities for the forthcoming twelve months.

This report details the progress made in delivering against the Delivery Plan and outlines where priority focus will be directed over the next six months – ie until the Full Council elections in May 2023, following which the newly elected Council will have an opportunity to develop a new Corporate Plan.

**Options considered:** Given the changing context in which the Council has needed to operate over the period since March 2020 due to COVID and issues arising as a result of the war in Ukraine, the Council could have resolved not to progress any of the Corporate Plan objectives because of the need to direct capacity and resources in responding to those unprecedented world events.

However, the Cabinet has considered the capacity of the Council to take forward actions detailed in the Corporate Plan Delivery Plan, sometimes over extended timescales, reflecting the changed context in which the Council has had to operate.

The alternative options considered were:-

- do nothing to re-profile the Delivery Plan actions, or
- agree to “pause” all Delivery Plan actions and concentrate on the COVID, Homes for Ukraine and cost of living pressures responses and Business As Usual service provision.

**Conclusions:** The report details a practical and measured response to the Council prioritising its Delivery Plan actions for the remaining period of this Council administration – ie through until May 2023.

**Recommendations:** Cabinet is asked to review and comment on the progress made against the original and revised Delivery Plan objectives and agree those objectives where they would wish focus to be directed over the period to May 2023.

**Reasons for Recommendations:** To reflect the changed circumstances in which the Council has operated over the period since March 2020 in seeking to balance its Corporate Plan priorities against unforeseen developments such as COVID and the war in Ukraine.

Cabinet Member(s)	Ward(s) affected
Cllr Tim Adams, Leader of the Council	All

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Steve Blatch, Chief Executive, [steve.blatch@north-norfolk.gov.uk](mailto:steve.blatch@north-norfolk.gov.uk),  
01263 516232

## WORK PROGRAMMES

**15. THE CABINET WORK PROGRAMME** 129 - 132

To note the upcoming Cabinet Work Programme.

**16. OVERVIEW & SCRUTINY WORK PROGRAMME AND UPDATE** 133 - 142

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:

1. Verbal update on Sheringham Leisure Centre Project Review requested

**17. 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.”