

Overview & Scrutiny Committee



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Tuesday, 17 January 2023

A meeting of the **Overview & Scrutiny Committee** of North Norfolk District Council will be held in the **Council Chamber - Council Offices** on **Wednesday, 25 January 2023** 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 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
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. TO RECEIVE APOLOGIES FOR ABSENCE

2. SUBSTITUTES

3. PUBLIC QUESTIONS & STATEMENTS

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

4. MINUTES

1 - 14

To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 14th December 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

15 - 20

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:

Summary: This is an updated report that recommends the fees and charges for the financial year 2023-24 that will come into effect from 1st April 2023. This has been updated to reflect additional increases following the savings review.

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 2023/24 budget.

Recommendations: To recommend to Full Council:

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

Reasons for Recommendations: To approve the fees and charges as set out in the report that will have been used to support the 2023/24 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)	Ward(s) affected: All
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Contact Officer, telephone number and email:
James Moore, 01263 516430, James.Moore@north-norfolk.gov.uk

- Summary:** To provide Members with the opportunity to discuss assumptions around Medium Term Financial Planning and the impact on NNDC finances.
- Options considered:** That the Medium-Term Financial Strategy is reviewed by Members.
- Conclusions:** The Council is required to agree a budget in advance of each financial year. This is done in February of each year at Full Council, after meetings of Cabinet and Overview and Scrutiny. To aid the Committee, an early draft of the Medium-Term Financial Strategy is presented here for scrutiny and discussion.
- Recommendations:** **It is recommended that Overview and Scrutiny Committee review and consider the current financial projections for the period to 2026/27 and make recommendations to the Cabinet where necessary.**
- Reasons for Recommendations:** To enable Members of the Overview and Scrutiny Committee to scrutinise, comment on and have input into the setting of Medium-Term Financial Strategy that is recommended by Cabinet for approval by full 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)

<p><i>Budget Monitoring Reports 2022/23</i> <i>Outturn Report 2021/22</i> <i>Medium Term Financial Strategy 2023-26</i></p>

<p>Cabinet Member(s) Cllr Eric Seward</p>	<p>Ward(s) affected All</p>
<p>Contact Officer, telephone number and email:</p>	<p>Tina Stankley, Director of Resources, 01263 516246</p>

Summary: To provide Members of the Overview and Scrutiny Committee with the opportunity to scrutinise and discuss the proposed draft Summary General Fund Budget for 2023/24, along with the assumptions it is based on and the savings that are currently included in the draft 2023/24 Budget.

Options considered: The Council is required by law to set a balanced budget every year in advance of the forthcoming financial year starting on 1 April. The 2023/24 Budget report will be presented to Full Council on 22 February 2023 and will include options for setting the budget with respect to Council Tax and other items.

Conclusions: The Council is required to set a balanced budget in advance of each financial year. This is done in February of each year at full Council, after meetings of the Overview and Scrutiny Committee and Cabinet. This Committee can take this opportunity to put forward any recommendations to Cabinet for it to consider when proposing its recommendation to full Council.

Recommendations: **It is recommended that Overview and Scrutiny Committee:**

- 1) **Put forward recommendations to Cabinet for it to consider at its meeting on 6 February 2023;**
- 2) **That Members note the proposed draft Budget for 2023/24;**

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)

<i>Budget Monitoring Reports 2022/23</i>
<i>Outturn Report 2021/22</i>
<i>Medium Term Financial Strategy 2022-25</i>

Cabinet Member(s) Cllr Eric Seward	Ward(s) affected All
Contact Officer, telephone number and email: Tina Stankley, Director of Resources, 01263 516439, tina.stankley@north-norfolk.gov.uk	

- Summary:** This report sets out the Council's Capital Strategy for the year 2023-24. 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;**
- The Capital Strategy and Prudential Indicators for 2023-24 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: All
Contact Officer and email:	Tracy Stone tracy.stone@north-norfolk.gov.uk

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: **To recommend 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) Cllr E Seward	Ward(s) affected: All
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Contact Officer, telephone number and email: Tina Stankley,
tina.stankley@north-norfolk.gov.uk

- 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:** **To recommend 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
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Contact Officer, telephone number and email: Tina Stankley,
Tina.Stankley@north-norfolk.gov.uk

Summary: The aim of this report is to identify key findings from the review carried out following the completion of The Reef.

Conclusions: The main conclusion of this report is the following:

- The project was completed in a timely fashion despite supply chain issues caused by the pandemic.
- Circa £100k slippage on £12.7 million - reported to Overview and Scrutiny committee in July 2021 – ([Home | Agenda for Overview & Scrutiny Committee on Wednesday, 14th July, 2021, 9.30 am \(north-norfolk.gov.uk\)](#))
- Delivered a facility fit for purpose
- Membership has exceeded expectations; it has tripled since the closure of splash.

Recommendations: It is recommended that Overview and Scrutiny resolve to:

Note the lessons learnt log (Attached at appendix A) for future projects and ensure consistent management through lifetime of project

Reasons for Recommendations: Prepared at the request of the committee.

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 V Gay	Ward(s) affected: Sheringham South
Contact Officer, telephone number and email: Erika Temple, 01263 516252 erika.temple@north-norfolk.gov.uk	

WORK PROGRAMMES

17. THE CABINET WORK PROGRAMME 157 - 160

To note the upcoming Cabinet Work Programme.

18. OVERVIEW & SCRUTINY WORK PROGRAMME AND UPDATE 161 - 172

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.”