

# Overview & Scrutiny Committee



**Please contact:** Matthew Stembrowicz

**Please email:** [matthew.stembrowicz@north-norfolk.gov.uk](mailto:matthew.stembrowicz@north-norfolk.gov.uk)

**Please direct dial on:** 01263 516047

Tuesday, 5 November 2019

A meeting of the **Overview & Scrutiny Committee** of North Norfolk District Council will be held in the **Council Chamber - Council Offices, Holt Road, Cromer, NR27 9EN** on **Wednesday, 13 November 2019** 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 T Adams, Mr H Blathwayt, Mrs W Fredericks, Mr P Heinrich, Mr N Housden, Mr G Mancini-Boyle, Mr N Pearce, Miss L Shires, Mrs E Spagnola, Mr J Toye, Mr A Varley, Mr D Baker, Ms P Bevan Jones, Mr D Birch, Mr A Brown, Mrs S Bütikofer, Mr C Cushing, Mr P Fisher, Mrs A Fitch-Tillett, Mr T FitzPatrick, Mr V FitzPatrick, Ms V Gay, Mrs P Grove-Jones, Mr G Hayman, Mr C Heinink, Mr R Kershaw, Mr N Lloyd, Mrs M Millership, Mrs G Perry-Warnes, Mr J Punchard, Mr J Rest, Mr E Seward, Dr C Stockton, Ms K Ward and Mr A Yiasimi

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

**Corporate Directors:** Nick Baker and Steve Blatch  
**Tel** 01263 513811 **Fax** 01263 515042 **Minicom** 01263 516005  
**Email** [districtcouncil@north-norfolk.gov.uk](mailto:districtcouncil@north-norfolk.gov.uk) **Web site** [www.north-norfolk.gov.uk](http://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 - 8

To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 16<sup>th</sup> October 2019.

### **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**

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 its meeting on 4<sup>th</sup> November 2019, Cabinet considered the Committee's recommendations on the Draft Framework of the Corporate Plan. Recommendations 1 to 6 were accepted and had already been implemented. Recommendation 7 was not accepted, as it was deemed that a better name for the Customer Focus Theme had not been forthcoming. Recommendations 8 to 10 were accepted and had either already been implemented, or would be at the appropriate time.

**10. CRIME & DISORDER BRIEFING - RURAL POLICING**

To receive a briefing from the Police and Crime Commissioner for Norfolk on the challenges of tackling rural crime in the district.

**11. BUDGET MONITORING REPORT 2019/20 - PERIOD 6**

9 - 48

**Summary:** This report summarises the budget monitoring position for the revenue account and capital programme to the end of September 2019.

**Options considered:** Not applicable.

**Conclusions:** The overall position at the end of September 2019 shows an £710,908 underspend for the current financial year on the revenue account, this is currently expected to deliver a full year overspend of £41,115.

**Recommendations:** It is recommended that:

- 1) Cabinet note the contents of the report and the current budget monitoring position;
- 2) Cabinet agree to the release of £68,000 from the Asset Management Reserve to fund the Asset Valuation Programme;
- 3) Cabinet approve the Capital project funding in section 6.2 or recommend approval to Full Council where appropriate

**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 and which do not contain exempt information)*

System budget monitoring reports

Cabinet Member(s)	Ward(s) affected
Cllr Eric Seward	All

Contact Officer, telephone number and email:  
Duncan Ellis,  
01263 516330,  
[Duncan.ellis@north-norfolk.gov.uk](mailto:Duncan.ellis@north-norfolk.gov.uk)

**12. SPLASH LEISURE CENTRE PROJECT UPDATE BRIEFING - NOVEMBER 2019**

49 - 52

To receive a briefing on the progress of the Splash Leisure Centre Project.

Summary: This report is to update members on the procurement process undertaken to let a new contract for various services including the collection of household waste, trade waste, street cleansing services and grounds maintenance.

Options considered: Not applicable to this report.

Conclusions: There is a statutory duty to provide waste collections and to separately collect recycling. The award of this contract for waste and recycling collection will ensure the statutory duty is met.

A full OJEU procurement process has been followed for this procurement and all legal obligations have been met. External legal support was provided by Bevan Brittan for the procurement and preparation of the contract.

Recommendations: **1. That members agree the frequency that Overview & Scrutiny Committee receive updates on contract performance and management from Officers.**

**2. That members request officers arrange wider briefing sessions for all Members during the mobilisation period and before contract start as appropriate.**

Reasons for

Recommendations: To enable members to adequately monitor the performance of the contract against the specification and be aware of any matters around management or governance of the contract which arise from the regular partnership meetings.

To allow all Members opportunities to gain a better understanding of the contract arrangements, particularly around mobilisation of the contract and to get to know the new contractor so they are able to respond to resident questions that arise appropriately.

#### **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 Nigel Lloyd

Ward(s) affected:  
All

Contact Officer, telephone number and email:  
Steve Hems, Head of Environmental Health 01263 516182  
[steve.hems@north-norfolk.gov.uk](mailto:steve.hems@north-norfolk.gov.uk)

<b>WORK PROGRAMMES</b>
------------------------

<b>14. THE CABINET WORK PROGRAMME</b>	<b>71 - 72</b>
---------------------------------------	----------------

To note the upcoming Cabinet Work Programme.

<b>15. OVERVIEW &amp; SCRUTINY WORK PROGRAMME AND UPDATE</b>	<b>73 - 80</b>
--	----------------

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.

<b>16. EXCLUSION OF THE PRESS AND PUBLIC</b>
--

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.”

<b>17. TO CONSIDER ANY EXEMPT MATTERS ARISING FROM CONSIDERATION OF THE PUBLIC BUSINESS OF THE AGENDA</b>
---