

Overview & Scrutiny Committee



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Tuesday, 7 January 2020

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, 15 January 2020** 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 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 and Mr A Varley

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 **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 - 8

To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 11th December 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:

1. At its December 2019 meeting, Council voted to request that the Overview & Scrutiny Committee review the Council's Diversity & Equality Policy.
2. Please refer to Consideration of Ambulance Response Times Motion report, with regards to resolutions made at the November 2019 meeting of Council.

10. **2020/21 BASE BUDGET AND PROJECTIONS FOR 2021/22 TO 2022/23** 9 - 46

Summary: This report presents for consideration the draft 2020/21 budget. It is being provided to the Overview and Scrutiny Committee for initial consideration and pre-scrutiny discussion ahead of the final budget papers being presented to Cabinet and Full Council in February 2020.

Options considered: The budget for the forthcoming financial year must be set annually. Whilst there are options around the individual budgets presented for approval i.e. what is included in the budget for 2020/21, these will be considered in more detail in February.

Conclusions: The Council's budget is set for approval each year in February; since last year it has been presented to Overview and Scrutiny for pre-scrutiny before going to Cabinet, with recommendations then being made to Full Council for approval. The report currently presented provides a **draft** of the 2020/21 budget position for consideration and discussion by the Overview and Scrutiny Committee. The draft budget to date has been produced based on a number of assumptions as detailed within the main body of the report and now reflects the provisional finance settlement announced on 20 December 2019. The report is for information and discussion.

Recommendations: **It is recommended that the Overview and Scrutiny Committee note the contents of the report and the ongoing work to support the preparation of the 2020/21 budget and make any recommendations to Cabinet as required.**

Reasons for Recommendations: N/A

LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW

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

Outturn Report 2018/19, Medium Term Financial Strategy 2020/21 - 2019/20 budget monitoring reports.

Cabinet Member(s):
Cllr Eric Seward

Contact Officer, telephone number and email: Duncan Ellis, 01263 516330, duncan.ellis@north-norfolk.gov.uk

11. **NORTH NORFOLK DISTRICT COUNCIL: EXECUTIVE-SCRUTINY PROTOCOL** 47 - 52

Summary: This report seeks to establish and agree a protocol to clearly define the working relationship between the Executive and the Overview & Scrutiny Committee. This comes as a result of the Statutory Guidance on Overview & Scrutiny in Local and Combined Authorities (released May 2019), from the Ministry of Housing Communities and Local Government.

Options considered: To approve the attached protocol or maintain the status-quo of an undefined relationship.

Conclusions: The Protocol offers clear guidance on the expected working relationship, and the expectations of both the Executive and the Overview & Scrutiny Committee. It also clarifies purpose of the Scrutiny Committee as stated in the Local Government Act 2000, and the Scrutiny Committee's 'Call-in' procedure as outlined in the Constitution.

Recommendations: **1. That the Committee review the protocol and recommend it for approval by Cabinet and Council.**

Reasons for Recommendations: To establish and clarify a clear working relationship between the Executive and the Overview & Scrutiny 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)	Ward(s) affected
Sarah Bütikofer	N/a

Contact Officer, telephone number and email:
Matt Stembrowicz, 01263 516047, matthew.stembrowicz@north-norfolk.gov.uk

12. **OVERVIEW & SCRUTINY COMMITTEE - CONSIDERATION OF AMBULANCE RESPONSE TIMES MOTION** 53 - 58

Summary: This report is written for the Committee to consider its response to resolutions reached by Council with regards to an 'Ambulance Response Times' motion. It will identify the key issues and responsibilities that require consideration, with an aim to establish a recommended course of action for the Committee.

Options considered: Options considered include establishing a Working Group to monitor and review ambulance response times, requesting that NHOSC continue to closely monitor ambulance response times for North Norfolk, to invite representatives of EEAST and the North Norfolk CCG to explain service deficiencies, consider how best to support community first responders, or do nothing.

Conclusions: This report suggests that whilst it is not the responsibility of the NNDC Overview & Scrutiny Committee to monitor ambulance response times, which is a core responsibility of NCC's NHOSC Committee, it is still within the public's interest for the Committee to invite representatives to provide an explanation for service deficiencies. Furthermore, the Committee may be able to identify steps to help support and improve the work of Community First Responders to help alleviate issues caused by waiting times.

Recommendations:

1. That the Committee invite representatives of EEAST and the North Norfolk CCG to provide a briefing on the poor performance of ambulance response times and the efforts being made to address the issue.
2. That the Committee works closely with NHOSC and the NNDC appointed representative to monitor and review ambulance response times.
3. That the Committee consider the role of Community First Responders and options to support/improve the service.

Reasons for Recommendations: To provide guidance to the Committee on the most appropriate course of action

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): Ward(s) affected:
All

Contact Officer, telephone number and email:
Matt Stembrowicz, Democratic Services & Governance Officer
(Scrutiny), 01263 516047, Matthew.Stembrowicz@north-norfolk.gov.uk

**13. SPLASH LEISURE CENTRE PROJECT UPDATE BRIEFING - 59 - 62
JANUARY 2020**

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

WORK PROGRAMMES

14. THE CABINET WORK PROGRAMME 63 - 66

To note the upcoming Cabinet Work Programme.

15. OVERVIEW & SCRUTINY WORK PROGRAMME AND UPDATE 67 - 72

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.

16. 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.”

**17. TO CONSIDER ANY EXEMPT MATTERS ARISING FROM
CONSIDERATION OF THE PUBLIC BUSINESS OF THE AGENDA**