

Council



Please contact: Emma Denny

Please email: Emma.Denny@north-norfolk.gov.uk
Please Direct Dial on: 01263 516010

15 September 2020

A meeting of the **Council** of North Norfolk District Council will be held remotely via Zoom on **Wednesday, 23 September 2020 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

PUBLIC ATTENDANCE AND PUBLIC SPEAKING – COVID-19

Please note that due to the Covid-19 restrictions, meetings will be held remotely via Zoom video conferencing and live streamed on YouTube.

Public speaking: If you wish to speak on an agenda item, please email emma.denny@northnorfolk.gov.uk no later than 5.00 pm on the Tuesday before the meeting and include a copy of your statement. You will have the opportunity to make your statement by video link but in the event that this is not possible, or if you would prefer, your statement will be read out by an officer.

This meeting will be broadcast live to YouTube and will be capable of repeated viewing. The entirety of the meeting will be filmed except for confidential or exempt items. If you attend the meeting and make a representation you will be deemed to have consented to being filmed and that the images and sound recordings could be used for webcasting/ training purposes.

Emma Denny
Democratic Services Manager

To: Mr T Adams, Mr D Baker, 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, Mr N Housden, Mr R Kershaw, Mr N Lloyd, Mr G Mancini-Boyle, Mrs M Millership, 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 J Toye, Mr A Varley, Ms K Ward, Ms L Withington and Mr A Yiasimi



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. CHAIRMAN'S COMMUNICATIONS

To receive the Chairman's communications, if any.

2. LEADER'S ANNOUNCEMENTS

To receive the Leader's announcements, if any.

3. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

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.

4. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

5. MINUTES

1 - 6

To confirm the minutes of the meeting of the Council held on 24th June 2020

6. 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.

7. PUBLIC QUESTIONS/STATEMENTS

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

8. REVIEW OF POLITICAL BALANCE AND ALLOCATION OF SEATS TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES AND PANELS

7 - 12

Summary: Following a change to the membership of the political groups at North Norfolk District Council, the Council is required to review the allocation of seats on committees, sub committees and working parties to reflect the political balance of the Council, in accordance with Section 15 of the Local Government and Housing Act 1989 and regulations made thereunder.

Conclusions: Following a change in the political balance it is necessary to review the allocation of seats on committees, sub-committees, working parties and panels.

- Recommendations:
1. That Council approves the revised political balance calculation as per section 2.4 of this report
 2. That Council approves the allocation of seats to political groups as shown at Appendix A
 3. That delegation is given to the Group Leaders to make any appointments to committees, sub-committees, working parties and panels (in line with the political balance).

Contact Officer(s), telephone number and email:
Emma Denny, Democratic Services Manager, 01263 516010,
emma.denny@north-norfolk.gov.uk;

9. APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES & PANELS

To consider any appointments to committees, sub committees and working parties of the Council.

10. PORTFOLIO REPORTS

13 - 56

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.

1. Cllr A Brown – Planning & Housing
2. Cllr S Butikofer – Strategy & Corporate Services
3. Cllr A Fitch-Tillett – Coastal
4. Cllr V Gay – Culture & Wellbeing
5. Cllr G Hayman – Commercialisation & Assets
6. Cllr R Kershaw – Economic & Career Development
7. Cllr N Lloyd – Environment
8. Cllr E Seward - Finance

11. RECOMMENDATIONS FROM CABINET 03 AUGUST 2020 AND 07 SEPTEMBER 2020 57 - 168

CABINET 03 AUGUST 2020:

Treasury Management Annual Report 2019/20

Decision:
RESOLVED:

To recommend to Council that The Treasury Management Annual Report and Prudential Indicators for 2019/20 are approved.

Debt Recovery 2019/2020

Decision:

RESOLVED to recommend to Council:

- 1) To approve the annual report giving details of the Council's write-offs in accordance with the Council's Debt Write-Off Policy and performance in relation to revenues collection.
- 2) To agree the Debt Write Off Policy (shown in Appendix 2)
- 3) To agree the use of High Court Enforcement Agents if considered necessary (shown in Appendix 3)

RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE – 12 AUGUST 2020

The Overview & Scrutiny Committee Supported the recommendations.

CABINET 07 SEPTEMBER 2020:

2019/20 Outturn Report (Period 12 Budget Monitoring Report)

Decision

Resolved:

To recommend the following to Full Council:

- a) The provisional outturn position for the General Fund revenue account for 2019/20;
- b) The transfers to and from reserves as detailed within the report (and appendix C) along with the corresponding updates to the 2020/21 budget;
- c) Allocate the surplus of £97,114 to the General Reserve;
- d) The financing of the 2019/20 capital programme as detailed within the report and at Appendix D;
- e) The balance on the General Reserve of £2.404 million (after allocation of the underspend per recommendation c);
- f) The updated capital programme for 2020/21 to 2023/24 and scheme financing as outlined within the report and detailed at Appendix E;
- g) The outturn position in respect of the Prudential Indicators for 2019/20 as detailed in Appendix F and;
- h) Agree the award of the new cleaning contract to Eco Clean Services Ltd.

North Walsham Town Centre Public Realm Improvements

Decision

Resolved:

To recommend to Full Council that the success of bid by this Council be the sum of £1,170,000 (from a grant received from the Getting Buil allocated in the budget towards the town centre place-making elen Walsham High Street Heritage Action Zone.

Tourism Sector Support package

DECISION
Resolved

Tot recommend to Full Council that the £330,000 received from Norfolk Strategic Fund is allocated to a new 'Economic Recovery' reserve and that £150,000 of this is set aside for the tourism Sector Support Package, along £25,000 from the Reopening High Streets Safely' fund, for the establishment of a £175,000 grant scheme to support the local visitor economy;

RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE – 17 SEPTEMBER 2020

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

12. RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE 12 AUGUST AND 17 SEPTEMBER 2020

To consider any further recommendations from the Overview and Scrutiny Committee.

13. SENIOR MANAGEMENT RESTRUCTURE

169 - 182

Full Council is asked to:-

- 1.Note the revised senior management structure detailed in the report so as to meet the needs of the organisation moving forward in terms of improved service delivery, delivering the headline objectives of the Corporate Plan, responding to the ongoing COVID situation and engaging with partners in respect to the anticipated White Paper on Devolution;
2. Agree an increase in the budget for the senior management structure of up to £57,000 per annum from 1st November 2020, initially to be paid for from the Invest to Save Reserve and then incorporated into the 2021/22 base budget
- 3.Nominate members to serve on the Appointment Panel to support the Director level appointments in to the new structure.

Cabinet Member: Cllr S Butikofer, Leader
Steve Blatch, Chief Executive, steve.blatch@north-norfolk.gov.uk

14. REVIEW OF POLLING STATIONS

183 - 194

Summary: To act on the outcomes of three largescale elections held in 2019 in respect of efficiency of some smaller polling stations within the district where there are viable alternatives in terms of health and safety, cost to run the polling stations

and the ability to operate in a post Covid19 world.

Options considered: Alternative Polling Station options within the affected polling districts themselves but given the size of the ones listed within this report, no viable alternatives are suitable.

We have also considered options available to electors affected by these changes so they are able to make arrangements to conduct their vote by post.

Conclusions: Implementation of changes will mean that we are not using premises which could have ongoing health and safety concerns or are not suitable for staff to work long hours in whilst realising efficiencies in terms of cost and number of staff required.

Recommendations: **To approve new Polling Station locations (as described in section 2.1) on a permanent arrangement and the closure of five Polling Stations, with new arrangements in neighbouring Polling Districts (as stated in section 3)**

Reasons for Recommendations: To provide electors in affected polling districts and staff with safer, more comfortable polling stations whilst reducing the cost to the public purse of running elections within North Norfolk by removing some smaller stations where there are local alternatives close by.

Cabinet Member(s)	Ward(s) affected:
Cllr. Sarah Butikofer	Coastal; Erpingham; Hickling; Poppyland; Pr

Contact Officer, telephone number and email: Rob Henry; x6327; robert.henry@north-norfolk.gov.uk
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15. QUESTIONS RECEIVED FROM MEMBERS

None Received.

16. OPPOSITION BUSINESS

None Received.

17. NOTICE(S) OF MOTION

The following Notice(s) of Motion have been received:

1. Support for Community Volunteer Groups

Proposed by Cllr N Dixon and seconded by Cllr C Cushing

This Council recognises and applauds the outstanding efforts of community volunteers in North Norfolk to support the vulnerable and less well off within their communities and it seeks to retain and build up that new found capacity to help communities become more resilient and self sustaining. This Council calls on its leadership, officers and partners to develop opportunities to engage and support the existing range of community volunteer groups, and to promote such schemes in areas not currently covered, to help meet the wider needs of the mental health, home care, wellbeing, independence and contingencies agendas which are so important to the quality of life in North Norfolk.

To work with Community Action Norfolk (CAN) and other Councils to develop community volunteer groups across the District. This would map areas currently covered and identify areas where there are none and how best they might be covered. CAN developments officers are well placed to promote and facilitate the formation of new groups and enhance the capabilities of those already operating. This would require some modest funding to resource CAN and pump prime new groups which CAN normally administers; it is proposed that a nominal sum of £10k be set aside to fund the work and this can be adjusted up or down depending on arrangements agreed with CAN and the degree of success in setting up new groups.

2. Planning White Paper Motion

Proposed by Cllr A Brown and seconded by Cllr E Withington

This Council notes:

1. The publication by Government of the White Paper, 'Planning for the Future' on 6 August 2020, which set out proposals on reforms to the planning process for the future.
2. That currently the vast majority of planning applications are given the go ahead by local authority planning officers and committees, with permission granted to around 9 out of 10 applications across the UK.
3. While some of the analysis of the problems existing within the planning service are accepted, too many of the solutions put forward will not help the situation but may worsen it.
4. That research by the Local Government Association has said that there are existing planning permissions for more than one million homes that have not yet been started. (We should be clear that the proportion of unbuilt homes with extant permission in North Norfolk is below the national average).
5. While the current planning system is not perfect this is at least in part due to reductions in central government funding to local planning authorities which have, in turn, led to local authorities reducing expenditure on planning services. Such reductions have affected both the processing of planning applications and enforcement activities.

This Council also notes:

1. The Royal Institute for British Architects called the proposals 'shameful and which will do almost nothing to guarantee delivery of affordable, well-designed and sustainable homes'. RIBA also said that proposals could lead to the next generation of slum housing.

This Council is concerned that the proposals seek to:

1. Reduce or remove the right of residents to object to applications near them. Over use of electronic systems will prevent some members of the public their democratic rights to express their views.
2. Grant automatic rights for developers to build on land identified as 'for growth'.
3. Remove section 106 payments for infrastructure and their replacement with a national levy.
4. Diminish the role of planning authorities, planning committee members and ward councillors. Contact with the public suggests that what is more often desired is an enhanced role for these bodies and individuals. If these proposals are enacted, local councillors and planning officers are likely to attract more blame for developments beyond their control, thereby adversely affecting the standing of local government in the eyes of those people it is designed to serve.
5. Exacerbate the trend of recent years making planning more of a technical exercise, increasingly divorced from the needs and desires of local communities.
6. Do nothing to address the critical need for young people to find affordable housing in their local rural communities.
7. Do nothing to address the impact of second home owners in areas of the country that have become highly desirable holiday and retirement areas.

This Council Believes:

1. That existing planning procedures, as currently administered by our own team in North Norfolk, allow for local democratic control over future development, and give local people a say in planning proposals that affect them.
2. That proposals for automatic rights to build in 'growth' areas, and increased permitted development rights, risk unregulated growth and unsustainable communities.
3. That local communities must be in the driving seat on shaping the future of their communities, and local determination of the planning framework and planning applications play an important part in this process.
4. Changes to the planning process must address the need for young people to live and work in the communities within which they were raised.
5. That second home ownership is a real threat to village communities in some areas, and government need to address this issue in some rural and coastal communities for them to

have a sustainable future.

This Council resolves to:

1. Take part in the consultation in the planning proposals, and to make representations against the proposals as outlined in this motion.
2. Write to and lobby both of our Members of Parliament, urging them to oppose these proposals and to circulate their replies to members.
3. Highlight its concerns over these proposals with Local Town and Parish Councils the public and local residents.

18. 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.”

19. PRIVATE BUSINESS