

# 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, 11 May 2021

A meeting of the **Overview & Scrutiny Committee** of North Norfolk District Council will be held in the **Council Chamber - Council Offices** on **Wednesday, 19 May 2021** 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, Ms L Withington, Mr H Blathwayt, Mrs W Fredericks, Mr P Heinrich, Mr N Housden, Mr G Mancini-Boyle, Mrs E Spagnola, Mr A Varley, Mr C Cushing, Mr A Brown and Mr P Fisher

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](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 - 10

To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 21<sup>st</sup> April 2021.

### 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

11 - 12

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 the meeting held on 10<sup>th</sup> April 2021, Cabinet approved the following recommendations:

1. To recommend to Cabinet that consideration is given to developing and including a Charter Mark system setting standards across the spectrum of environmental improvements sought, such as: Energy Conservation; Renewable Energy Generation and Storage; Water Capture, Usage and Quality; Flood Prevention and Mitigation, Reductions in Single Use Materials and Carbon Capture projects. Such a system should link up with relevant Planning Policy standards, include an annual award/recognition scheme and seek accreditation with an external environmental body.

2. To recommend to Cabinet that consideration is given to increasing the educational and public engagement opportunities to promote active commitment to the Charter and the wider climate change agenda..
3. To endorse the draft Environmental Charter for consultation with the Environment Forum, prior to a revised draft being considered by Cabinet and Council for adoption.

**10. NORFOLK COUNTY COMMUNITY SAFETY PARTNERSHIP: DRAFT SAFER NORFOLK PLAN 2021-2024** 13 - 38

To review and comment on the Norfolk County Community Safety Partnership's draft Safer Norfolk Plan 2021-2024.

11. **OVERVIEW & SCRUTINY COMMITTEE - WORK PROGRAMME** 39 - 48  
**SETTING 2021-22**

- Summary:** This reports aims to assist the Committee in setting its draft Work Programme for the 2021-22 municipal year.
- Options considered:** Multiple options are presented for consideration by the Committee, as well as allowing options to be raised for consideration during the meeting.
- Conclusions:** This report provides options and guidance to aid the Committee in setting its work Programme. The outcome of which will be determined by the Committee.
- Recommendations:** **To review and agree which items should be added to the Overview & Scrutiny Work Programme for the 2021-22 municipal year.**
- Reasons for Recommendations:** To make best use of Committee time by agreeing appropriate items of business.

**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
N/a.	All

Contact Officer, telephone number and email:

Matt Stembrowicz – Scrutiny Officer

Email: [matthew.stembrowicz@north-norfolk.gov.uk](mailto:matthew.stembrowicz@north-norfolk.gov.uk) Tel: 01263 516047

**12. OFFICER DELEGATED DECISIONS (MARCH – APRIL 2021**

49 - 54

**Summary:** This report details the decisions taken by Senior Officers under delegated powers from 1<sup>st</sup> March 2021.

**Options considered:** Not applicable.

**Recommendations:** **To receive and note the report and the register of officer decisions taken under delegated powers.**

**Reasons for Recommendations:** The Constitution: Chapter 6, Part 5, sections 5.1 and 5.2. details the exercise of any power or function of the Council where waiting until a meeting of Council or a committee would disadvantage the Council. The Constitution requires that any exercise of such powers should be reported to the next meeting of Council, Cabinet or working party (as appropriate)

**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)*

Delegated decision forms – as completed by the relevant officer

Cabinet Member(s)	Ward(s) affected
All	All

Contact Officer, telephone number and email:  
Emma Denny, Democratic Services Manager, 01263 516010

**13. SHERINGHAM LEISURE PROJECT UPDATE: MAY 2021**

55 - 56

To review and note the update.

**Summary:** This report provides the update for Members on a range of enforcement related issues arising from the work of the Enforcement Board and Combined Enforcement Team.

The Council has a far wider range of regulatory and enforcement powers and it should be noted that this report deals only with those covered by the Enforcement Board the Combined Enforcement Team.

This update had not been provided throughout the Covid pandemic as enforcement activities have been impacted by wider Human Rights implications. For example, actions were suspended for six months at the start of the Pandemic. The update will bring members up to date with actions since March 2020.

The report carries a refresher on the background to The Enforcement Board and Combined Enforcement team.

**Conclusions:** The Enforcement Board continues to make significant progress towards its objectives of dealing with difficult and long-standing enforcement cases and bringing long term empty properties back into use, across all areas of the District, with both social and economic benefits to the community, and financial benefits to the Council.

As well as the above, the Combined Enforcement Team has achieved considerable success in reducing the backlog on the planning enforcement caseload and ensuring that property level Council Tax enforcement is taken forward at the earliest opportunity.

**Recommendations:** 1. **That Cabinet notes the continued progress of the Enforcement Board and the Combined Enforcement Team.**

**Reasons for Recommendations:**

1. To ensure appropriate governance of the Board's activities
2. To show the progress of Combined Enforcement Team cases and contribution to the work of the Enforcement Board

Cabinet Members

Cllr John Toye (Planning)

Cllr Nigel Lloyd (Environmental Health)

Cllr Eric Seward (Revenues and Benefits)

Contact Officer, telephone number and email: Phillip Rowson, Assistant

Director 01263 441263 [phillip.rowson@northnorfolk.gov.uk](mailto:phillip.rowson@northnorfolk.gov.uk)

## WORK PROGRAMMES

**15. THE CABINET WORK PROGRAMME** 277 - 278

To note the upcoming Cabinet Work Programme.

**16. OVERVIEW & SCRUTINY WORK PROGRAMME AND UPDATE** 279 - 280

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.

**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.”