

Council



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14 September 2021

A meeting of the **Council** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Wednesday, 22 September 2021 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

Members of the public who wish to ask a question or speak on an agenda item are requested to arrive at least 15 minutes before the start of the meeting so that we can ensure compliance with current Covid regulations. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel:01263 516010, Email:emma.denny@north-norfolk.gov.uk.

Please note that this meeting is livestreamed:

<https://www.youtube.com/channel/UCsShJeAVZMS0kSWcz-WyEzq>

Anyone attending this meeting may take photographs, film or audio-record the proceedings and report on the meeting. Anyone wishing to do so should 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.

Emma Denny
Democratic Services Manager

To: Mr T Adams, 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, Dr V Holliday, 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 E Vardy, Mr A Varley, Ms L Withington and Mr A Yiasimi

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
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Email districtcouncil@north-norfolk.gov.uk **Web site** www.north-norfolk.gov.uk

A G E N D A

1. PRESENTATION ON THE CHAIRMAN'S CHARITY

To receive a presentation on the work of Norfolk and Waveney MIND, one of the Chairman's nominated charities.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

3. MINUTES

1 - 14

To confirm the minutes of the meeting of the Council held on 21st July 2021.

4. 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.

5. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

15 - 16

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 (see attached guidance and flowchart)

6. CHAIRMAN'S COMMUNICATIONS

To receive the Chairman's communications, if any.

7. LEADER'S ANNOUNCEMENTS

To receive any announcements from the Leader.

8. PUBLIC QUESTIONS AND STATEMENTS

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

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

17 - 22

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 2.6 of this report
 2. That Council approves the allocation of seats to political groups as shown at Appendix A, taking into consideration any arrangements agreed by the Group Leaders
 3. That delegation is given to the Group Leaders to make any appointments to committees, sub-committees, working parties & panels.

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

10. APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES AND OUTSIDE BODIES

To approve any appointments to committees, sub-committees, working parties, panels and outside bodies as notified by the Group Leaders.

11. PORTFOLIO REPORTS

23 - 60

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.

No member may ask more than one question plus a supplementary question, during this session unless the time taken by members' questions does not exceed 30 minutes in total, in which case, second questions will be taken in the order that they are received (Constitution, Chapter 2, part 2, section 12.2)

12. RECOMMENDATIONS FROM CABINET 06 SEPTEMBER 2021

61 - 156

Agenda Item 11: Outturn report 2020/21 (Period 12 Budget Monitoring report)

Resolved to recommend the following to Full Council:

- a) The provisional outturn position for the General Fund revenue account for 2020/21;
- b) The transfers to and from reserves as detailed within the report (and appendix C) along with the corresponding updates to the 2021/22 budget;
- c) Allocate the surplus of £752,223 to the Delivery Plan Reserve;
- d) The financing of the 2020/21 capital programme as detailed within the report and at Appendix D;
- e) The balance on the General Reserve of £2.326 million;
- f) The updated capital programme for 2021/22 to 2024/25 and scheme financing as outlined within the report and detailed at Appendix E;
- g) The outturn position in respect of the Prudential Indicators for 2020/21 as detailed in Appendix F and;
- h) The roll-forward requests as outline in Appendix H are approved.

Agenda Item 12: Treasury Management Annual Report 2020/21

Resolved to recommend to Council:

To approve the Treasury Management Annual Report and Prudential Indicators for 2020/21

Agenda Item 13: Debt Recovery 2020-2021

Resolved to recommend to Full Council:

To approve the Debt Recovery Annual report for 2020-2021

13. RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE 15 SEPTEMBER 2021

To consider any recommendations arising from the Overview & Scrutiny Committee meeting held on 15th September 2021.

Please note that the Overview & Scrutiny Committee meeting took place after the Council agenda was published. The Chairman of the committee will provide an oral update at Full Council.

14. EMPLOYMENT AND APPEALS COMMITTEE - MEMBERSHIP AND TERMS OF REFERENCE 157 - 164

Summary: To approve new Terms of Reference for the Council's Employment and Appeals Committee as detailed in the report so as to strengthen the authority's governance arrangements.

Recommendations: **Council is requested:-**
1. To agree the revised Terms of Reference for the Employment and Appeals Committee
2. To nominate members to form a "pool" of members to serve on the Committee with appropriate training

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James Claxton, HR Manager
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15. QUESTIONS RECEIVED FROM MEMBERS

None Received.

16. OPPOSITION BUSINESS

None Received.

17. NOTICE(S) OF MOTION

None Received.

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