

CABINET

Minutes of the meeting of the Cabinet held on Monday, 3 February 2020 at the Council Chamber - Council Offices, Holt Road, Cromer, NR27 9EN at 10.00 am

Committee

Members Present:

Mr A Brown	Mrs S Bütikofer (Chair)
Mrs A Fitch-Tillett	Ms V Gay
Mr G Hayman	Mr R Kershaw
Mr N Lloyd	Mr E Seward

Members also attending:

Mr T Adams, Mr N Dixon, Mr N Pearce, Mr J Rest, Mr J Toye and Ms K Ward

Officers in Attendance:

Corporate Director and Head of Paid Service (NB), Corporate Director and Head of Paid Service (SB), Democratic Services Manager, Head of Legal & Monitoring Officer and Head of Finance and Asset Management/Section 151 Officer

Also in attendance:

Press and Public

36 MINUTES

The minutes of the meeting of Cabinet held on 6th January 2020 were approved as a correct record and signed by the Chairman.

37 PUBLIC QUESTIONS AND STATEMENTS

None received.

38 ITEMS OF URGENT BUSINESS

None.

39 DECLARATIONS OF INTEREST

None.

40 MEMBERS' QUESTIONS

The Chairman reminded Members that they could ask questions during the meeting as issues arose.

41 OVERVIEW & SCRUTINY MATTERS

The Leader invited the Chairman of the Overview & Scrutiny Committee to speak. Cllr N Dixon said that there were two matters to report following the meeting of the

Committee held on 15th January 2020.

The first related to the adoption of an Executive / Scrutiny Protocol which was a positive way of developing and supporting the relationship between Cabinet and Scrutiny. He said that he commended the Protocol to Cabinet for their approval.

The second was regarding pre-scrutiny of the Budget for 2020/21. He said that although it had been a useful exercise, the Committee had been limited in its ability to undertake a full review of the budget setting process because accurate capital and revenue costs for the Corporate Plan themes, the Delivery plan and the performance framework were not yet available. In addition, there was very little evidence to of effective linkage with the Medium Term Financial Strategy (MTFS). Cllr Dixon went onto say that for these reasons, the recommendations that the Committee had made to Cabinet regarding the Budget were process-based and he hoped that Cabinet would find them helpful.

Cllr E Seward, Portfolio Holder for Finance, thanked Cllr Dixon for his comments. He said that he would address them in more depth when the Budget was discussed, adding that Cabinet would consider all of the recommendations and take them on board where possible.

RESOLVED to

To approve the Executive-Scrutiny Protocol and recommend it to Council for inclusion in the Council's Constitution.

RESOLVED to receive and consider the following recommendations:

- 1. That the revenue and capital implications for funding the CP themes be developed to calculate accurate values, in order to populate the revenue and capital budgets to align with the implementation of the delivery plan.**
- 2. That the full extent of internal and external borrowing to fund the CP be identified, and that the impact of this spending on the Council's investment income and future savings demands be reflected in the MTFS.**
- 3. That an in-depth review of the earmarked reserves is undertaken to verify whether these are still required and whether the values are still appropriate, in order to determine whether any reserves may be released for use elsewhere.**
- 4. That work to identify the Council's risk appetite is undertaken to assess the resilience and robustness of the 2020/21 revenue and capital budgets, the reserves, and the medium term funding challenges for 2021/22/23.**
- 5. That the budget monitoring model be amended to integrate financial monitoring with the MTFP, and performance monitoring, to present higher level holistic updates rather than low level line by line variances.**

Cllr E Seward, Portfolio Holder for Finance, introduced this item. He explained that the report presented the Budget for 2020/21 for approval along with the latest financial projections for the following three years. He said that there was a small surplus of £158,015 which would be allocated to the Delivery Plan reserve. There would also be a release of £80,100 from the Planning reserve to enable the Local Plan to progress. Cllr Seward said that he would address the points raised by the Overview & Scrutiny Committee at Full Council later in the month, adding that he would respond positively and supported the 'direction of travel'.

It was proposed by Cllr E Seward, seconded by Cllr R Kershaw and

RESOLVED to

Agree and where necessary recommend to Full Council:

- 1) **The 2020/21 revenue budget as outlined at appendix A1;**
- 2) **The surplus of £158,015 is allocated to the Delivery Plan reserve as outlined in the report;**
- 3) **The demand on the Collection Fund for 2020/21, subject to any amendments as a result of final precepts still to be received be:**
 - a. **£6,305,671 for District purposes**
 - b. **£2,466,446 (subject to confirmation of the final precepts) for Parish/Town Precepts;**
- 4) **The statement of and movement on the reserves as detailed at appendix D;**
- 5) **The release of £80,100 from the Planning Reserve to fund the North Walsham transport study;**
- 6) **The updated Capital Programme and financing for 2020/21 to 2022/23 as detailed at appendix E1;**
- 7) **The capital bids contained within Appendix E2, recommended for approval.**
- 8) **That the Council continues with the current Local Council Tax Support (LCTS) scheme for 2020/21;**
- 9) **That Members note the current financial projections for the period 2020/21 to 2023/24;**

43 CAPITAL STRATEGY 2020-21

Cllr E Seward, Portfolio Holder for Finance, introduced this item. In reference to paragraph 3.5, he said that he hoped a detailed breakdown regarding the external borrowing sums could be provided before the meeting of Council on 26th February.

It was proposed by Cllr E Seward, seconded by Cllr A Brown and

RESOLVED to recommend to Council that;

The Capital Strategy and Prudential Indicators for 2020-21 are approved.

44 NORTH NORFOLK DISTRICT COUNCIL INVESTMENT STRATEGY 2020/21

Cllr E Seward, Portfolio Holder for Finance, introduced this item. He explained that preparation of the Investment Strategy was required by the Government (MCHLG).

Cllr Gay, in seconding the recommendation, said that it was a key document as it

indicated the Council's level of exposure to investment.

It was proposed by Cllr E Seward, seconded by Cllr V Gay and

RESOLVED to recommend to Council that the Investment Strategy is approved.

45 NORTH NORFOLK DISTRICT COUNCIL TREASURY MANAGEMENT STRATEGY STATEMENT 2020/21

Cllr E Seward, Portfolio Holder for Finance, introduced this item. He said that the report set out details of the Council's treasury management activities and presented a strategy for the prudent investment of the Council's surplus funds, as well as external borrowing.

It was proposed by Cllr E Seward, seconded by Cllr N Lloyd and

RESOLVED to recommend to Council that The Treasury Management Strategy Statement is approved

46 DELIVERY PLAN 2019-2023

The Leader, Cllr S Butikofer, introduced this item. She explained that the Delivery Plan set out the key work-streams which would be undertaken to meet the objectives of the Council up to 2023. She thanked the officers for their hard work in producing the plan.

Cllr N Dixon asked when the performance framework that would evolve from the Delivery Plan, would be ready. The Leader replied that the performance measures would be in place by April 2020, with the first performance report for Q1 being presented to Members in July 2020.

Cllr A Fitch-Tillett thanked the Head of Economic & Community Development for his support in drafting the Coast, Countryside and Environment theme.

It was proposed by Cllr S Butikofer, seconded by Cllr V Gay and

RESOLVED to:

- 1. Agree the content of the draft Delivery Plan 2019 – 2023.**
- 2. Authorises the Corporate Directors and Heads of Paid Service, in consultation with the Leader of the Council, to agree any minor revisions and changes to the final draft of the Delivery Plan document and thereafter the format and design of the document for publication.**
- 3. Request that the Overview & Scrutiny Committee establishes Scrutiny Panels to act as a mechanism to review and monitor decisions made relating to the strategic policy, performance and resources required to deliver the priorities of the Council as set out in the Corporate Plan and the Delivery plan**

47 EXCLUSION OF PRESS AND PUBLIC

48 PRIVATE BUSINESS

The meeting ended at 10.18 am.

Chairman