

# Overview and Scrutiny Committee

## Agenda

### Members of the Committee

Cllr M Murrell (Chairman)

Cllr S Riley (Vice-Chairman)

Cllr N Brennan

Cllr P Bulman

Cllr S Catchpole

Cllr S Clancy

Cllr J Davis

Cllr N Harpley

Cllr S Holland

Cllr C Karimi-Ghovanlou

Cllr K Kelly

Cllr K Leggett MBE

Cllr G Nurden

Cllr R Potter

### Date & Time:

Tuesday 24 January 2023 at 10.00am

### Place:

Council Chamber Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich NR7 0DU

### Contact:

James Overy tel (01603) 430540 Email: [james.overy@southnorfolkandbroadland.gov.uk](mailto:james.overy@southnorfolkandbroadland.gov.uk)

Website: [www.southnorfolkandbroadland.gov.uk](http://www.southnorfolkandbroadland.gov.uk)

### PUBLIC ATTENDANCE:

**This meeting will be live streamed for public viewing via the following link:**

<https://www.youtube.com/channel/UCZciRgwo84-iPyRImsTCIng>

If a member of the public would like to attend to speak on an agenda item, please email your request to [committee.bdc@southnorfolkandbroadland.gov.uk](mailto:committee.bdc@southnorfolkandbroadland.gov.uk), no later than 5.00pm on Thursday 19 January 2023.

### Large print version can be made available

If you have any special requirements in order to attend this meeting, please let us know in advance.

# AGENDA

1. To receive declarations of interest under Procedural Rule no 8 3
2. Apologies for absence
3. Minutes of meeting held on 3 January 2023 5
4. Matters arising therefrom (if any)
5. Chairman's Announcements
6. Public Speaking

To consider representation from the members of the public who have expressed the wish to convey their views on items on this agenda.

In accordance with the Constitution a period of 3 minutes is allowed per member of the public.

7. Water Management Alliance – Briefing Paper 12
8. Budget Questions for Cabinet 14
9. Committee Work Programme 19
10. Exclusion of Press and Public

The Chairman will move that the press and public be excluded from the meeting for the remaining items of business because otherwise, information which is exempt information by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by The Local Government (Access to Information) (Variation) Order 2006, would be disclosed to them.

11. Exempt Minutes 23

## DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.
<p>Does the interest directly:</p> <ol style="list-style-type: none"><li>1. affect yours, or your spouse / partner's financial position?</li><li>2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?</li><li>3. Relate to a contract you, or your spouse / partner have with the Council</li><li>4. Affect land you or your spouse / partner own</li><li>5. Affect a company that you or your partner own, or have a shareholding in</li></ol> <p>If the answer is "yes" to any of the above, it is likely to be pecuniary.</p> <p>Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.</p>
<p>Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?</p> <p>If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but you should not partake in general discussion or vote.</p>
<p>Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest, but may participate in discussion and voting on the item.</p>
<p>Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.</p>

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.  
PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST  
INSTANCE**

## DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



## OVERVIEW AND SCRUTINY COMMITTEE

Minutes of a meeting of the Overview and Scrutiny Committee of Broadland District Council, held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on Tuesday 3 January 2023 at 10.00am when there were present:

**Committee Members Present:** Councillors: M Murrell (Chairman), S C Beadle, N Brennan, P Bulman, S Catchpole, J Davis, S Holland, K Leggett and G Nurden.

**Apologies:** Councillors: N Harpley, C Karimi-Ghovanlou and S Riley.

**Cabinet Members in Attendance:** Councillors: J Copplestone and J Leggett.

**Officers in Attendance:** The Chief of Staff (Monitoring Officer) (E Hodds), the Assistant Director for Planning (H Mellors), the Assistant Director for Economic Growth (G Denton), the Assistant Director for Regulatory (N Howard), Principal Planning Policy Officer (A Banham), Senior HR and OD Lead (V Finch) and the Democratic Services Officer (J Overy).

The Chairman asked those present to note the sad passing of Cllr Sue Prutton by observing a minute's silence in her memory.

### 82 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Harpley, Cllr Karimi-Ghovanlou and Cllr Riley.

### 83 MINUTES

The minutes of the meetings held on 15 November and 22 November 2022 were agreed as a correct record.

### **84 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed back James Overy, the Democratic Services Officer, following his recent illness.

### **CABINET REPORTS**

#### **84 GREATER NORWICH LOCAL PLAN GYPSY AND TRAVELLER SITES FOCUSED CONSULTATION REPORT**

The Principal Planning Policy Officer introduced the report, which sought Cabinet approval to undertake a public consultation on the allocation of Gypsy and Traveller sites in the Greater Norwich Local Plan (GNLP).

The GNLP had been submitted in July 2021, with the requirement for further work to be done to identify sufficient sites for Gypsy and Travellers. This work had subsequently been undertaken and had identified the need for a total of 53 pitches in Greater Norwich. A pitch could be defined as enough space for a family touring caravan, a static caravan and space for vehicles and a dayroom. Ten favoured sites with enough space for 62 pitches had been identified for consultation, which was scheduled to take place from 30 January to 13 March 2023.

In Broadland the favoured sites were at Eastgate in Cawston, near the A47 in Lingwood and an expansion of the existing sites at Stratton Strawless, Horsford and Foulsham.

In response to a query the Assistant Director for Planning informed members that the planned consultation in 2022 had not taken place, as decisions on the GNLP were required to be unanimous and South Norfolk had not supported the consultation due to concerns about the Costessey site and the number of sites being put forward at the time. The Costessey site was only a proposed contingency site as part of this consultation and the choice of sites elsewhere had now been expanded. The contingency site would only be brought forward by the inspector, if other sites were not brought forward.

A member noted that the road improvements from Blofield to North Burlingham were subject to legal challenge, which would put the proposed A47 site for 15 pitches at risk and he suggested that the risk should be acknowledged in the consultation papers. In response, it was confirmed that this risk could be highlighted in the consultation and that the site would only come forward if the road improvements were made.

It was emphasised that the Government Guidance only required sites for the first five years of the GNLP, so that initially only 31 out of the 62 pitches being consulted on were needed to be allocated in the plan.

In answer to a query the meeting was informed that there was no preferred size of site, as the need varied from place to place, with some smaller sites being preferred in some areas and larger ones in other areas. It was also

noted that locating sites in areas with access to local services was challenging, but one approach being used was to provide scope for expansion at sites that had already proven successful, such as at Stratton Strawless and Foulsham. It was also confirmed that the Council worked with the Norfolk and Suffolk Gypsy, Roma and Traveller Service, to establish contact with unauthorised sites.

Members were informed that only minor changes, such as the additional risk to the A47 site at the North Burlingham junction referred to above, would be made under delegated authority to the documentation prior to its publication.

It was confirmed that members would be advised when the consultation would be published on the website and members with Wards where sites had been proposed had also been kept informed of the consultation.

Following a show of hands, with 8 in favour and 1 abstention it was

### **RECOMMENDED TO CABINET**

It is recommended that Cabinet:

1. Approves the focused consultation on the Greater Norwich Local Plan proposed allocations for Gypsy and Traveller sites; and
2. Agrees to delegate authority to the Assistant Director – Planning, in consultation with the Leader and Portfolio Holder for Communities, Housing and Planning, to agree consultation documentation and materials prior to the public consultation.

### **85 TO ESTABLISH AND ENTER INTO A JOINT VENTURE TO DELIVER A PROGRAMME OF MITIGATION FOR NUTRIENT NEUTRALITY**

The Assistant Director for Planning introduced the report, which proposed the establishment of a Joint Venture to source the mitigation to overcome constraints imposed by Natural England in respect of nutrient neutrality.

The Committee was reminded that in March 2022 Natural England had imposed constraints that required planning applications for new overnight accommodation to demonstrate that they were nutrient neutral.

This requirement had had a significant impact on housing development in Broadland and a number of other Norfolk councils and, therefore, it was proposed that the authorities (Breckland, Norwich City, North Norfolk and South Norfolk) and Anglian Water work together to identify a solution.

The Joint Venture would seek to provide a range of environmental credits, initially focusing on nutrient neutrality for small and medium sized developers, who would not otherwise be able to provide mitigation required themselves. This might be expanded in the future to other environmental credits, such as green infrastructure and biodiversity net gain.

In order to provide seed funding in 2022/23 for the establishment of the Joint Venture, it was proposed that Broadland would provide a loan of £150,000 from the Environmental Projects Reserve, which would be repaid with interest from the Joint Venture in due course. From 2023/24 onwards each member of the Joint Venture would then provide a loan of £30,000.

It was confirmed that due diligence would be carried out to ensure that enough mitigations had been identified to cover the credits that would be sold and that credits would only apply to the catchment area to which they applied.

The Committee was informed that initially the Joint Venture would be focusing on environmental credits for overnight accommodation, i.e., housing developments. The provision of any other environmental credits by the Joint Venture would need to be brought back to members for determination in due course

Members were advised that the initial aim of the Joint Venture was to provide short term mitigation measures, such as cover crops and taking agricultural land out of use where solar farms had been installed. However, exact details of these mitigation measures for the environmental credits were not detailed, as the report was focused on establishing the Joint Venture.

A member expressed concern that mitigations put forward by developers could lead to sewage treatment works in small scale housing developments, which could lead to problems in the longer-term and that he would not want the Council to promote such mitigations.

Members were informed that the mitigation measures would off-set the impacts of new developments to ensure they had a neutral impact. Agriculture remained the main nutrient polluter of water courses and this was being addressed by other agencies.

It was also noted that meeting nutrient neutrality requirements could place further pressure on viability and developer contributions, including affordable housing. However, this was a matter that would be considered via the planning process, rather than through this report.

A member noted that Broadland was being asked to make a loan of £150,000 from the Environmental Projects Reserve to establish the Joint Venture and that according to the Heads of Terms if this sum could not be repaid it would be written-off. She suggested that this sum should be split equally between each local authority to minimise this risk.

In response, the Committee was informed that it was proposed that this sum be provided by one local authority in order to expedite the establishment of the Joint Venture and that any risk to this loan was very small. It was also confirmed that S151 officers had been involved in the drafting of the Heads of Terms and were content with the terms of the proposed loan. Not having the



seeding fund loan provided by a single authority would also delay the establishment of the Joint Venture.

However, despite this assurance it was proposed and seconded that the initial Joint Venture seed funding loan for 2022/23 should be made up of £30,000 from each of the five local authorities.

Following further discussion, it was proposed that recommendation 4 should be amended to the following:

*That the initial Joint Venture seed funding loan of £150,000 for 2022/23 should be made up of £30,000 from each of the five local authorities. In the event that Cabinet wished to front fund the whole sum of £150,000 for expedient purposes, it should be made clear in the Heads of Terms that this sum would be paid back to the Council by each local authority.*

In answer to a query, it was confirmed that senior officers would be appointed as member directors of the Joint Venture but would receive no remuneration for this role.

It was confirmed that the Director of Place would provide a written response to queries raised about the following matters in the Heads of Terms:

- More details about the employment of staff by the Joint Venture. Would they be employed by the Council, the Joint Venture or both and what would the costs of this be? (20, Reserved matters).
- Who would be provided with monthly management accounts? (26, Information rights).
- Clarification regarding reference to 'persistent/material' (29 Membership termination).

In answer to a query about planning applications on temporary hold due to nutrient neutrality, it was confirmed that a small number that had identified mitigations had been released, but the majority would remain on hold until solutions were found.

Following a show of hands, it was unanimously:

### **RECOMMENDED TO CABINET**

1. Enter a Joint Venture (a company limited by guarantee) with Anglian Water and one or more local authorities in Norfolk for the provision of environmental credits (initially focussing on addressing nutrient neutrality) as per the attached Heads of Terms.

2. To commit £30,000 revenue in 2023/24 as part of establishing the Joint Venture. The purpose of the funding being to establish the operating model in year one, after which there will be full recovery of the operating costs as part of the credit income.
3. Delegate to the Director of Place in consultation with the Leader of the Council to finalise the details of the joint venture agreement and operating arrangements and enter the Joint Venture.
4. *That the initial Joint Venture seed funding loan of £150,000 for 2022/23 should be made up of £30,000 from each of the five local authorities. In the event that Cabinet wished to front fund the whole sum of £150,000 for expedient purposes, it should be made clear in the Heads of Terms that this sum would be paid back to the Council by each local authority.*
5. Delegate to the S151 Officer in consultation with the Portfolio Holder for Finance to finalise the details of the seed funding and repayment mechanism

*The Committee adjourned at 11.10am and reconvened at 11.17am, when all the Committee members listed above were present.*

### **86 LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 TOWN POLICE CLAUSES ACT 1847 TAXIMETER TARIFF (TABLE OF FARES) CONSULTATION RESPONSES**

The Assistant Director for Regulatory introduced the report, which detailed the results of a consultation exercise in respect of a proposed table of fares, which would be applicable to any licensed hackney carriages from 1 April 2023. The draft table of fares and associated consultation responses were presented for Cabinet's consideration and subsequent adoption.

Members were advised that although the Council did not currently have any hackney carriages licensed in the District it was appropriate to have the arrangements in place for a table of fares, as part of the Hackney Carriage and Private Hire Vehicle Policy Terms and Conditions.

Following a show of hands, it was unanimously

#### **RECOMMENDED TO CABINET**

1. Consider the draft table of fares document.
2. Consider the responses received to the consultation exercise, and any consequent proposed amendments to the draft table of fares.
3. Agree the proposed table of fares for their adoption with a view to the agreed fares taking effect from 1 April 2023.

**87 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED**

That the press and public be excluded from the meeting for the remaining items of business because otherwise, information which is exempt information by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by The Local Government (Access to Information) (Variation) Order 2006, would be disclosed to them.

**88 HR AND PAYROLL – HUMAN RESOURCES MANAGEMENT SYSTEM AND PAYROLL BUREAU**

The Chief of Staff presented the exempt report, which requested that Cabinet consider the business case to proceed with a new Human Resources Management System and Payroll Bureau service for the Council.

Following a show of hands, it was unanimously

**RECOMMENDED TO CABINET**

To agree the recommendations as set out in the report.

**89 PLUMSTEAD ROAD EAST: WORKS COST CONTRIBUTION AGREEMENT FOR A PRIORITY T-JUNCTION**

The Assistant Director for Economic Growth presented the exempt report, which sought approval to enter into a Works Cost Contribution Agreement to facilitate the delivery of a T-junction on Council owned land off Plumstead Road East.

Following a show of hands, it was

**RECOMMENDED TO CABINET**

To agree the recommendations as set out in the report.

(The meeting concluded at 11.48 am)

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Chairman

## **Agenda item 7**

### **Drainage Rates and Special Levies 2023/24**

We are a group of coastal [Internal Drainage Boards \(IDBs\)](#) operating in South Lincolnshire and East Anglia (UK), known as the Water Management Alliance (WMA). Members include [Broads IDB](#), [East Suffolk IDB](#), [King's Lynn IDB](#), [Norfolk Rivers IDB](#), [South Holland IDB](#) and [Waveney, Lower Yare and Lothingland IDB](#).

Our members are autonomous and democratically accountable statutory bodies that seek to protect some [548,000 hectares](#) of South Lincolnshire and East Anglia. We have over 500 years of experience protecting and defending our wonderful parts of England.

You can find out more about us on our website [www.wlma.org.uk](http://www.wlma.org.uk), including watching the short 3 minute film which gives an overview of what we do.

We are proposing to increase special levies by 10.01% for Broads IDB (Requirement 23.03%), and Norfolk Rivers IDB by 6.06% (Requirement 17.71%). It is important to note these are our recommendations, and will be put to our Boards for approval in their meetings on 30.01.23 and 25.01.23 respectively.

Broads IDB	- Broadland DC £186,118 to £204,731	Increase £18,613
Broads IDB	- South Norfolk DC £2,902 to £3,192	Increase £290
Norfolk Rivers	- Broadland DC £83,170 to £88,188	Increase £5,018
Norfolk Rivers	- South Norfolk DC £70,531 to £74,761	Increase £4,230

This increase comes due to the economic climate we are currently working within. Broads IDB has 37 pumping stations, all of which are powered by electricity to ensure that people, property and land are not flooded during periods of high rainfall. As you will be aware electricity prices have significantly increased over the last 12 months, and they continue to increase. Red diesel which fuels our plant has doubled in price, and inflation for materials sits between 10-25% on average. These, along with many



Phil Camamile (Chief Executive)

Constituted by The Broads (2006) Internal Drainage Board Order 2006  
Statutory Instrument 2006 No. 773

Constituted by The Broads and Norfolk Rivers Internal Drainage Boards Order 2005  
Statutory Instrument 2005 No 429. Re-constituted in 2022. Statutory Instrument 2022 No 714.



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other contributing factors, are what make it necessary for us to recommend this increase. Norfolk Rivers IDB is experiencing the same cost pressures, however as they do not have any pumping stations the recommended increase is slightly less at 6.01%.

Approximately 70% of our net requirement is made up of the variable cost elements detailed above (electricity, diesel, materials, wages) and so the impact of inflation and growth is significant, and also out of our direct control.

These proposed rate increases still mean the Board are financing operations by drawing down on reserves, as they have been for the past few years. This is clearly unsustainable in the long term, and as agreed by both of the Boards, we have an objective to present a balanced budget by 2026/27.

### **Rate Levies and Collection Policy**

The Board's have a management team that constantly review all processes and operations for any efficiencies and cost savings that can be made to minimise the net funding requirement from Drainage Rates and Special Levies. These include, but are not limited to, the following:

- 1) Continuing to minimise its administration and technical support staff costs, by sharing resources with other IDBs in the WMA Group.
- 2) Working in partnership with other Risk Management Authorities and other third parties to deliver water level management services in the most cost-effective and integrated manner, as promoted in each Board's Business Plan.
- 3) Seeking to borrow money for capital investment when appropriate, and maintain adequate reserves to help part-finance capital expenditure, in accordance with the WMA group's Capital Finance and Reserve Policy.
- 4) Getting best value for procuring goods and services, and safeguarding public money, in accordance with each Board's Financial Regulations and the WMA Group's Safeguarding Public Money Policy.
- 5) [https://www.wlma.org.uk/uploads/WMA\\_Rate\\_Levies\\_and\\_Collection\\_Policy.pdf](https://www.wlma.org.uk/uploads/WMA_Rate_Levies_and_Collection_Policy.pdf) outlines our full policy

Sallyanne Jeffrey  
Finance and Rating Manager/RFO  
Water Management Alliance  
13<sup>th</sup> January 2023

## OVERVIEW AND SCRUTINY COMMITTEE BUDGET QUESTIONS FOR CABINET

### Agenda item 8

**1. What budget assumptions have been made regarding the disposal of Thorpe Lodge?**

**And what would be the impact on the budget if the disposal is delayed, or the value achieved is less than anticipated, or if it was not sold?**

*The draft 23/24 budget assumes that Thorpe Lodge is sold at the end of Sept 23. If the disposal is delayed then extra revenue costs would be incurred to look after this asset, and the capital receipt would be delayed.*

*As the Council has a healthy level of reserves, the Council would be able to cover any additional costs. However, it is in the Council's best interests to dispose of this asset as quickly as possible, commensurate with obtaining a fair value for this asset.*

**2. What are the costs, risks and opportunities arising from the Council decision, on 13 October 22, to adopt an organisational 2030 target for achieving net zero carbon emissions?**

**And how have these been factored into the 23/24 budgets?**

*The Council has already made significant strides towards net zero and has one of the lowest local authority carbon footprint in the country.*

*The Council has recently appointed a Clean Growth and Sustainability manager to help deliver net zero, and the Cabinet has already set aside funding in a Net Zero Reserve to fund projects to move further towards net zero. Major projects are outlined in the recently adopted Environmental Delivery Plan matching resources with the ambition.*

*The move to the horizon centre will deliver an 84 percent reduction when compared to the carbon emissions resulting from the two existing headquarters of both Broadland and South Norfolk Councils, and the recently agreed (Cabinet 29 Nov 22) improvements to the depot include £400,000 to fund enhanced renewables that will make the depot a carbon neutral site.*

*The Council has taken the opportunity to jointly bid for funding through the Public Decarbonisation Fund 3b to replace the gas boilers within the Horizon Centre with two air source heat pumps. If successful, this funding will significantly reduce costs in replacing these heating systems with the grant covering the vast majority of the cost. The match funding element which will come from the Environmental project reserve and the project will further contribute towards the Net Zero 2030 target and result in an incredibly low emissions building with a minimal carbon footprint.*

*Not only do our carbon reduction plans reduce our footprint, but they also provide an effective way of mitigating recent energy price rises.*

*Although we have very low emissions achieving net-zero may require some offsetting. This can be carried out via nature-based solutions such as tree planting or increasing*

*scrub areas and grassland which help in sequestering carbon. We have received some funding from the LGA to work alongside the Tyndall Centre for Climate Change to identify how best to use council owned greenspaces to sequester carbon. This will identify how to achieve net-zero without the need to rely on costly carbon offsetting schemes.*

**3. The Council has seen a significant increase in homeless presentations and associated temporary accommodation costs.**

**What assumptions are included in the 23/24 budget regarding these pressures?  
And what actions are being taken to mitigate these pressures?**

*The 'Best in Class – Temporary Accommodation' paper considered by Cabinet on 29 November 22, sets out in detail the current temporary accommodation issues, and the actions being taken to mitigate these pressures.*

**4. The Capital Programme includes £7m for investment in Broadland Growth.**

**How likely is this spend?**

**Will nutrient neutrality affect this investment?**

**Will the current economic climate affect this investment?**

**What return is anticipated on this spend?**

**If an investment is made in Broadland Growth how will the investment be overseen by Members?**

**If the return on this investment is intended to help fill the £1m funding gap in the MTFP, what if it fails to do so?**

*A Broadland Growth Development Officer (funded by Broadland Growth) has just been appointed to drive forward delivery as the company does not currently have any sites in progress or in the pipeline.*

*Members will be aware that the current economic climate is challenging both in terms of inflation and resulting cost of living crisis which has started to impact housing prices as mortgage costs increase. In addition, nutrient neutrality is currently restricting the approval of planning permission for new residential developments. However, given the length of time involved in acquiring a site(s) and bringing forward a scheme for planning permission, it is likely that a solution to offset nutrient neutrality will be in place. With an average 26 week build time, the first properties coming to the market could coincide with an improvement in the economic climate too as inflation is anticipated to peak in the spring of 2023 and then reduce.*

*The Council will only invest up to the £7m in Broadland Growth if a sound business case can be demonstrated with an acceptable return, and until then no assumptions have been made regarding the potential level of return but in order to demonstrate to the HMRC that there is no state aid, the level of interest charged to Broadland Growth should be in line with commercial rates at the time of lending.*

*Any lending to Broadland Growth is an investment and as such will be reported through the usual Treasury Management reporting mechanism. It will be the Directors of Broadland Growth Limited, of which two are Broadland Council Members together with the Managing Director of the OneTeam, to oversee the progress of any developments. As a joint venture the results and information on the company are reflected in the Council's annual accounts.*

*Should the Council not invest all or part of the £7m in Broadland Growth then the funds will remain with the Council and be invested as part of its normal treasury management processes. However, the return will be less than the commercial rate that would be charged to Broadland Growth Limited which will impact closing the MTFP gap.*

- 5. The capital budgets tend to be fixed amounts for each year i.e. £220,000 a year for the server and PC replacement programme. Should future years' budgets be increased to take account of future inflationary pressures?**

*Although inflation is currently high, Government still has an inflation target of 2%. We have therefore not assumed a need to increase future years' capital budgets, but instead will review these each year when the budgets are formally approved and inflate the costs for the impact of inflation that has occurred and the predicted inflation for the forthcoming year, if appropriate.*

- 6. First Class Customer Service is a key Council priority. What changes are being made to the 23/24 budgets to help improve our customer service?**

*A key priority for the Council is to provide first class customer service, and this is a key focus of all portfolio holders.*

*To help drive this agenda the following two key customer services initiatives have recently been agreed.*

*Cabinet on 20 Sep 22 agreed to establish a Business Intelligence Service to use data and intelligence to drive delivery of the ambitions in our Strategic Plan 2020 – 2024, and ultimately deliver a first-class customer service for our communities and businesses.*

*Cabinet on 1 Nov 22 agreed to invest £49,500 to initiate a discovery phase to accurately inform what first-class customer service means for the One Team and to deliver a fully costed business case for the technology solution(s) that underpins the vision for first class customer service.*

- 7. The Capital Budget includes a provisional allowance for investment in a Taverham hub.**

**Will this amount be sufficient?**

**And if successful, is their provision for expansion of this model to other locations?**

*The project is currently in its design phase after which officers and partners will explore commercial arrangements, which will allow the creation of a final business case. Until the business case is fully developed it is not possible to predict with absolute certainty what the required capital budget will be for the Taverham hub. However, £1.5m is considered to be a reasonable estimate.*

*If successful there would be the opportunity to consider expansion of the model and officers are exploring these as a part of the Norfolk One Public Estate programme.*



- 8. It is understood that we are still in discussion with the waste contractor on the 'true up' provisions in contract.**

**What assumptions are being made regarding the Waste Contract cost in the budget?**

**And what risks are there if agreement is not reached prior to the budget being agreed?**

*As we are currently in detailed negotiations with the waste contractor over the 'true up' provisions, it is not appropriate to disclose in public session our current budgetary estimates.*

*However, it is hoped that these negotiations will have concluded in time for the annual budgets to be set in Feb 23, and thus an accurate budget assumption will be able to be made.*

*If agreement is not reached by Feb 23, then the council will need to include a prudent 'true up' assumption and this will come with a risk that this could be either too high or too low.*

- 9. The Council is looking to upgrade the Frettenham Depot. This is likely to include energy efficiency measures which will benefit the contractor as they will benefit from lower running costs.**

**How will the Council ensure that it receives the benefit from the lower running costs?**

*It is proposed to amend the contract to ensure that the Council obtains the benefit from lower running costs. This is likely to be done by reducing the contract fee by the amount saved by Veolia on all running costs.*

- 10. How will nutrient neutrality effect planning income?**

**And what assumptions have been made in the 23/24 budget relating to this?**

*There are two major impacts of nutrient neutrality on planning income.*

*Firstly, developers may hold off submitting planning applications, due to the current level of uncertainty.*

*Secondly income can only be accounted for when the associated work has taken place. So, if only a proportion of the associated work can be carried out, then only a proportion of the fee can be recognised.*

*We are intending to establish a joint venture with other local authorities in Norfolk and Anglian Water to secure significant mitigation for nutrient neutrality. It is expected that this will enable planning permissions to start being issued again in spring 2023 and therefore we are currently assuming that planning income for 23/24 will remain at current levels. However, this is an assumption that we will continue to review in the coming months.*

**11. What safeguards had been put in place to address the Council's financial position in the event that the financial settlement is less than anticipated?**

*The Cabinet as part of setting the 23/24 budget is considering options to deliver savings and increase income, in order to be in the best possible position to respond to the impact of the financial settlement. Some of these options will be able to be delivered for 23/24 and other options will require longer term transformational projects to deliver savings.*

*Furthermore, the Council has a healthy level of reserves and would therefore, if necessary, be able to use reserves in the short term to balance the budget if the financial settlement resulted in a significant cut in Government funding.*

*Update: The provisional finance settlement was announced on 19th December 22, and all councils will have an increase of three percent in core spending power before any changes in Council Tax levels are taken into account. This is therefore slightly better than we were originally estimating.*

# OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2022–2023

In setting future Overview and Scrutiny **TOPICS**, Members are asked to consider the following: **T**imely – **O**bjective – **P**erformance – **I**nterest – **C**orporate Priority

**T** Is this the right **time** to review this issue and is there sufficient **officer time** and resource to conduct the review? What is the **timescale**?

**O** What is the reason for review; do officers have a clear **objective**?

**P** Can **performance** in this area be improved by input from scrutiny?

**I** Is there sufficient **interest** (particularly from the public)? The concerns of local people should influence the issues chosen for scrutiny.

**C** Will the review assist the Council to achieve its **Corporate Priorities**?

Date	Topic	Lead Officer / Portfolio	Objectives and Desired Outcomes	Comments
24/1/2023 (Annual item)	Joint Budget Meeting (following the Budget Workshop in October 22)	Assistant Director Finance and all Portfolio Holders	To receive responses to the Committee's budget questions and to raise any further questions with Portfolio Holders.	Annual item
24/01/2023	Water – supply, management and climate change	Water Management Officer / Environmental Excellence	For the Committee to understand why the Broads Authority and Norfolk Rivers IDB were proposing a 10% increase in their precept over 4 years and the proposed measures for ensuring water security for Norfolk residents in the future.	Officer from the Water Management Alliance in attendance (Matt Philpot – Area Manager)
4/4/2023 (added 6/9/2022)	Digital Connectivity – Better Broadband for Norfolk	Assistant Director Economic Growth / Economic Development	For Committee to review progress of broadband rollout throughout the district and identify any concerns or recommendations, as necessary.	Steve Cunningham - Norfolk County Council to provide presentation.
4/4/2023 (added April 2022)	Community Safety - Police and Crime Plan	Assistant Director Individuals & Families	To review the Police and Crime Plan to ensure it meets desired outcomes and to identify and make any recommendations for improvement.	PCC to be in attendance
4/4/2023 (Annual)	Annual Report O&S Committee	Senior Governance Officer	Committee to approve the draft Annual Report for presentation to the Council's AGM in May.	Annual item
4/4/2023	Council Partnership Register Review	To be confirmed / All Portfolios	Committee to receive an update against the Council's partnership register and to identify any partnership concerns that may require further investigation by a nominated time and task limited panel.	

Date	Topic	Lead Officer / Portfolio	Objectives and Desired Outcomes	Comments
June/July	Housing Allocations Policy	Assistant Director Individuals & Families / Housing & Wellbeing	To review the Housing Allocation Policy to ensure it meets desired outcomes and to identify and make any recommendations for improvement.	Review of policy following its implementation in April 2021.  Reviewed in December 2021, due to be reviewed again in 9-12 months.
TBC	Review of the move to the Horizon building	Chief of Staff	Committee to receive a report on the move to the Horizon building.	
TBC	Peer Review Action Plan	Monitoring Officer	For members to review progress with the Peer Review Action Plan and provide feedback / recommendations as appropriate	
November 2023	Early Intervention Antisocial Behaviour Officers	Assistant Director Regulatory	To review the work and achievements of the Early intervention Antisocial Behaviour Officer pilot which is being temporarily funded until March 2024. To make recommendations on whether the piloted service should continue on a permanent basis.	Follow up review of the pilot scheme after 12 months.
November 2023	Business Regulatory Support Hub	Assistant Director Regulatory	To review the work and achievements of the 'one stop shop' which is being piloted as a Regulatory compliance partnership with Economic Growth, on temporary funding up to January 2024. To make recommendations on whether the piloted service should continue on a permanent basis.	Follow up review of the pilot scheme after 12 months.
As and when appropriate	Water – supply, management and climate change	Water Management Officer / Environmental Excellence	To investigate how water was being managed in the district and what measures were being put in place to address climate change.	To receive updates from Jo Copplestone as BDC's rep on Water Resources East or Ken Kelly as representative on Broads & Rivers IDB as and when appropriate.

Meeting dates: 29 March 2022, 28 June 2022, 6 September 2022, 15 November 2022, 24 January 2023, 4 April 2023

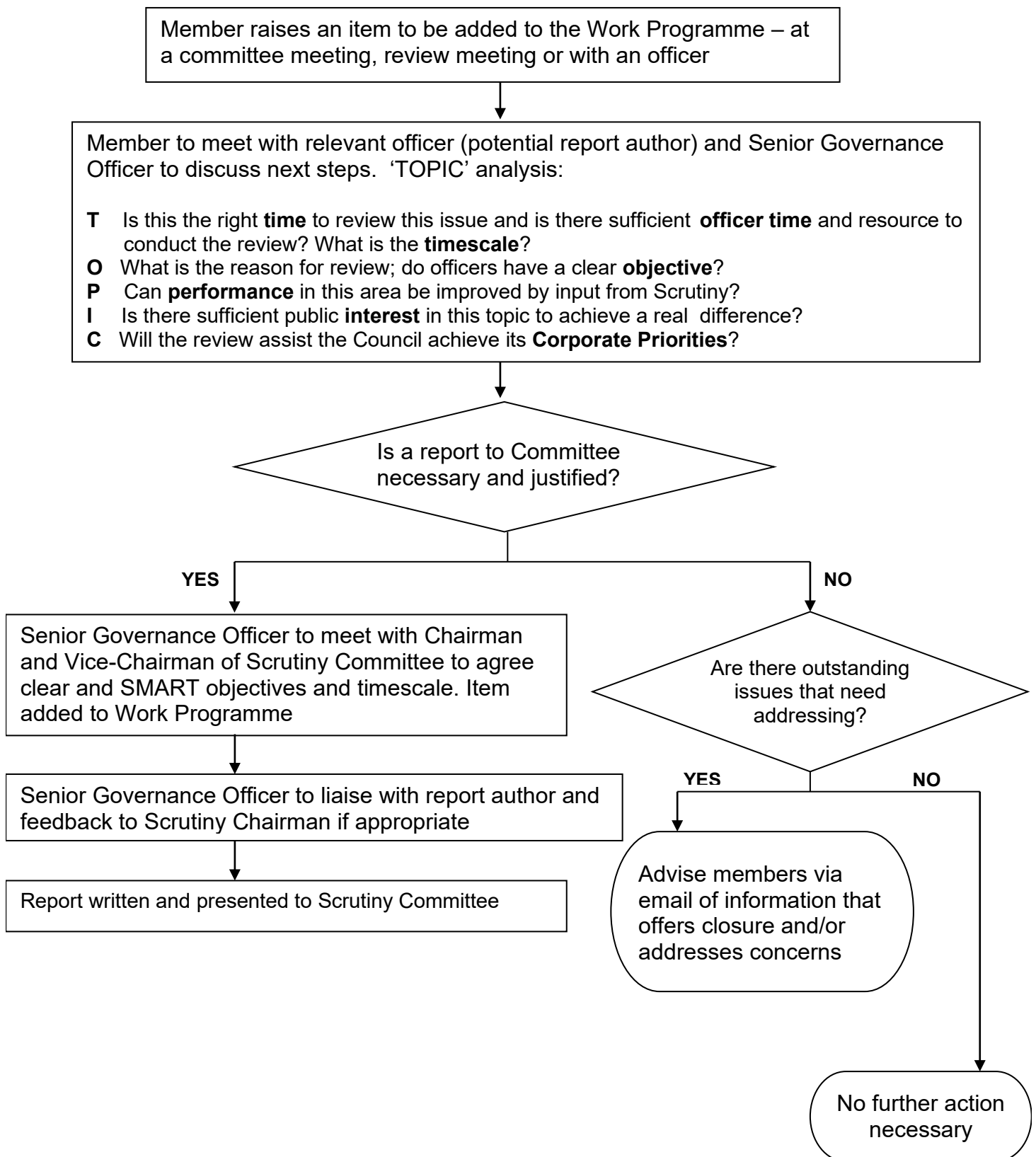
### Task and Finish Group

Topic	Objectives	Lead Officers	Date
Review of Housing Providers throughout Broadland (added 6/9/2022)	Cllrs: Davis, Holland, Karimi-Ghovanlou, Murrell and Riley Objectives TBA	Assistant Director of Individuals and Families	TBA

### Workshops

Topic	Objectives	Lead Officers	Date
Preparing to meet with Cabinet to discuss budget performance	A facilitated workshop attended by the Assistant Director of Finance for committee members to identify, agree, and allocate questions for Cabinet to answer at the joint budget meeting.	Assistant Director of Finance & Finance Team staff	October 2022

## Process for adding items to the Overview and Scrutiny Committee Work Programme



**NOT FOR PUBLICATION BY VIRTUE OF SCHEDULE 12A OF PART 1  
PARAGRAPH 3 OF THE LOCAL GOVERNMENT ACT 1972 (AS AMENDED) BY  
THE LOCAL AUTHORITIES (ACCESS TO INFORMATION) (VARIATION) ORDER  
2006 (contains information relating to the financial or business affairs of any  
particular person (including the authority holding that information))**

Pages 23 to 25 are not available to the public because the information is confidential as it includes exempt information about the financial or business affairs of a person