

Please contact: Democratic Services

Please email: democraticservices@north-norfolk.gov.uk

Please direct dial on: 01263 516108

Tuesday, 4 March 2025

A meeting of the **Overview & Scrutiny Committee** of North Norfolk District Council will be held in the **Council Chamber - Council Offices** on **Wednesday, 12 March 2025** 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 516108, Email: democraticservices@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: Cllr N Dixon, Cllr S Penfold, Cllr P Bailey, Cllr M Batey, Cllr J Boyle, Cllr C Cushing, Cllr A Fletcher, Cllr M Hankins, Cllr P Heinrich, Cllr V Holliday, Cllr N Housden and Cllr L Vickers

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

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AGENDA

1. TO RECEIVE APOLOGIES FOR ABSENCE

2. SUBSTITUTES

To be notified at the meeting of any substitutions.

3. PUBLIC QUESTIONS & STATEMENTS

To receive questions/statements from the public, if any (to be notified at the meeting).

4. MINUTES - TO FOLLOW

To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 12th February, 2025.

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

1 - 6

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 (to be notified at the meeting).

8. CONSIDERATION OF ANY MATTER REFERRED TO THE COMMITTEE BY A MEMBER

To consider any requests made by non-executive Members of the Council, submitted to the Democratic Services Manager with seven clear working days' notice, to include an item on the agenda of the Overview and Scrutiny Committee (to be notified at the meeting).

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 (to be notified at the meeting).

10. UNRESTRICTED REPORTS FOR CONSIDERATION

(1) CORPORATE PLAN ACTION PLAN FOR THE PERIOD APRIL 2025 – MARCH 2026

7 - 18

The Overview and Scrutiny Committee is invited to **comment** on the attached report and accompanying appendix present the 2023 – 2027 Corporate Plan Action Plan for the period April 2025 – March 2026 that was presented to Cabinet on 3rd March, 2025 for approval.

(2) BUDGET MONITORING P10 2024-2025 19 - 42

The Committee is asked to **review** and **comment** on the attached report and accompanying appendices presenting the Budget Monitoring P10 2024-2025 that was presented to Cabinet on 3rd March, 2025 for approval.

11. WORK PROGRAMME & MEMBER DEVELOPMENT

(1) THE CABINET WORK PROGRAMME 43 - 48

To note the upcoming Cabinet Work Programme.

(2) OVERVIEW & SCRUTINY WORK PROGRAMME AND UPDATE 49 - 50

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.

(3) ACTION TRACKER - TO FOLLOW

To receive an update from the Scrutiny Officer on progress made with topics on its action tracker.

(4) MEMBER DEVELOPMENT CHECK LIST

The Overview and Scrutiny Committee is invited to **note** and **comment** on the following Member Development Check List:

1. Producing an annual report
2. Having agendas that are focussed on outcomes
3. Articles in the council magazine
4. Involving all councillors in scrutiny work so they are able to share impact
5. Chairs of scrutiny using internal comms to share messages
6. Holding workshops to involve staff and share impact
7. Highlighting recommendations and intended outcomes on the work programme
8. Chairs to speak at full council meetings about what scrutiny

has achieved

9. Impact and outcomes highlighted specifically in scrutiny reports
10. Training for staff about scrutiny
11. Site visits — to be visible to the public
12. Public Q&A sessions
13. Using social media to share impact
14. Following up recommendations to understand what difference has been made
15. Involving the public in work planning events — so to align to public concerns
16. Communications strategy for scrutiny
17. Getting feedback from people that they have responded to scrutiny
18. Showing scrutiny responds to public concerns i.e. from residents' groups
19. Sharing the number/impact of call-ins
20. Allowing public questions and social media at meetings to let people see what scrutiny is doing
21. Analysis of task and finish work to show what difference it has made
22. Inviting media to meetings
23. Capturing media reports about scrutiny work
24. Having conversations with partners about the difference scrutiny has made
25. Public consultation on what scrutiny has done / should be doing

12. 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.”