

Overview & Scrutiny Committee



Please contact: Democratic Services

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

Please direct dial on: 01263 516108

Tuesday, 4 November 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 November 2025 at 9.30 am**.

At the discretion of the Chair, 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. This meeting is livestreamed: [NNDC eDemocracy - YouTube](#)

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 & Governance Manager

To: Cllr S Penfold, Cllr P Bailey, Cllr J Boyle, Cllr C Cushing, Cllr A Fletcher, Cllr M Hankins, Cllr P Heinrich, Cllr V Holliday, Cllr N Housden, Cllr M Gray, Cllr C Rouse and Cllr K Bayes

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

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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 15th October 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

11 - 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.

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

(9.35 – 9.45am)

The following request has been submitted by Cllr P Bailey for inclusion on the agenda:

Following the recent submission of a petition regarding access within Pretty Corner woods, the local member, Cllr Bailey, suggests that it would enhance relations between the Council and local communities, if arrangements for future engagement were formally agreed. He therefore proposes the following:

'For the Countryside Team to proactively communicate with the public, in a timely fashion, regarding the way in which NNDC sites are managed, why they are managed in certain ways and what plans are in place when upcoming works on those sites are likely to cause disruption or a significant change going forward.'

Local members for both Sheringham North and South have indicated their support for the above.

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:

10. DELEGATED DECISIONS - NOVEMBER 2025

17 - 22

(9.45 – 9.50am)

Recommendations	To receive and note the report and the register of decisions taken under delegated powers.
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11. BUDGET MONITORING P6

23 - 62

(9.50 – 10.20am)

Recommendations	To consider the report and support the recommendations listed below: a) Note the contents of the report and the current forecast year end position. b) Seek approval of Full Council to increase the 2025/26 capital budget for the Holt Country Park Eco Learning Space to £140,000. This is to reflect the apportionment of £40,000 from external S106 contribution towards the scheme. c) To acknowledge the increased Customer Services C3 Software 2025/26 capital budget to a total of £32,600. This is following approval of an additional £9,200 towards the project from the Delivery Plan Reserve by the Director of Resources/S151 Officer.
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12. FEES AND CHARGES 2026/2027

63 - 104

(10.20 – 10.35am)

Recommendations	That Overview & Scrutiny Committee supports the following recommendations to Cabinet and Full Council: • The fees and charges from 1st April 2026 as included in Appendix A. • That delegated authority be given to the Section 151 Officer, in consultation with the Portfolio Holder for Finance and relevant Directors/Assistant Director to agree the fees and charges not included within Appendix A as required (outlined within the report).
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13. CAR PARK FEES & CHARGES
(10.35 – 11.05am)

105 - 116

Recommendations	To consider the various options discussed within the report and to make recommendations regarding future charging arrangements and resources for further consideration by Cabinet. The officer recommendation is as follows: Recommend Option 1 and Option 6 to Cabinet: Increase car parking fees and season ticket fees in line with CPI inflation of 3.8%.
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Options:	<u>Car Parking Charges</u> • Option 1 increase car parking fees in line with CPI inflation of 3.8%. • Option 2 increase car parking fees by 2%. • Option 3 increase car parking fees by 5.8% (CPI+2%). • Option 4 no increase applied to car parking for the financial year beginning 1 April 2026. <u>Season Ticket Charges</u> • Option 5 no increase applied to the season tickets for the financial year beginning 1 April 2026. • Option 6 increase season ticket fees by 3.8%. • Option 7 increase season ticket fees by 2.0%. • Option 8 increase season ticket fees by 5.8% (CPI+2%).
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14. NET ZERO STRATEGY & ACTION PLAN
(11.20am – 12.00pm)

117 - 170

Recommendations	To recommend that Full Council: • Adopts the revisions to the Environmental Charter • Adopts the Decarbonisation Strategy and associated action plan.
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WORK PROGRAMMES

15. THE CABINET WORK PROGRAMME 171 - 176

To note the upcoming Cabinet Work Programme.

16. OVERVIEW & SCRUTINY WORK PROGRAMME AND UPDATE & SCOPING SESSION 177 - 186 (12 – 12.30pm)

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.

Please note that this item will be followed by a short session for Committee members only to agree the scope of the session on mobile connectivity (scheduled for 28th January)

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.”