

Overview & Scrutiny Committee



Please contact: Democratic Services

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

Please direct dial on: 01263 516108

Tuesday, 2 December 2025

A meeting of the **Overview & Scrutiny Committee** of North Norfolk District Council will be held in the **Council Chamber - Council Offices** on **Wednesday, 10 December 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 V Holliday, Cllr S Penfold, Cllr P Bailey, Cllr C Cushing, Cllr A Fletcher, Cllr M Hankins, Cllr P Heinrich, Cllr M Gray, Cllr N Housden, Cllr C Rouse, Cllr K Bayes and Cllr K Leith

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 the 12th of November 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

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.

9. NOMINATION OF REPRESENTATIVE TO THE NORFOLK HEALTH OVERVIEW SELECT COMMITTEE (NHOSC)

(9.35 – 9.45am)

To Nominate and Recommend to Full Council a representative to sit on the board of the Norfolk Health Overview Select Committee.

10. 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:

11. ANGLIAN WATER UPDATE

(9.50 – 10.20am)

Progress report on Anglian Water actions following June Meeting and any updates to be noted.

12. REPORTING PROGRESS IMPLEMENTING CORPORATE PLAN 2023-2027 ACTION PLAN TO END OF Q2 17 - 36

(10.20 – 10.40am)

To review the Council's performance and make any recommendations to Cabinet.

Reporting progress implementing Corporate Plan 2023-27 Delivery against Action Plan 2024/25 and 2025/26 – to end of Quarter 2 – 1 July 2025 to 30 September 2025	
Executive Summary	This report provides an update on the progress made to deliver the Corporate Plan 2023-27 Action Plan for 2025/26
Options considered	This is a report on the progress being made to deliver against the Council's Corporate Plan.
Consultation(s)	The named officer for each action in the annual action plans has been asked for their assessment of progress, to identify any issues impacting on anticipated delivery and to propose actions they will take to address any slippage or uncertainty around delivery in the coming months.
Recommendations	Invited to note the contents of the report and provide comments on any items they feel appropriate.
Reasons for recommendations	That cabinet are aware of the progress made to deliver their priorities for the year 2025/26 and are asked to provide comment on progress so that officers have a steer on any items that are not on track for delivery.
Background papers	Corporate Plan 2023/27 Annual Action Plan 2025/26

13. COUNCIL TAX DISCOUNT DETERMINATIONS 2026/2027 37 - 54

(10.40 – 10.50am)

To review the Council Tax Discount Determinations and make recommendations to Full Council.

Council Tax Discounts & Premiums Determination 2026-27	
Executive Summary	This report sets out the proposed level of council tax discounts which shall apply to classes of dwelling for the financial year 2026-27.
Options considered.	The recommendations take advantage of the options from the reforms included in the Local Government Finance Act 2012 as amended to incentive homes back into use and generate council tax income.
Consultation(s)	The legislation provides local authorities with the power to make changes to the level of council tax discount in relation to classes of property. The Council has to approve its determinations for each financial year. The calculation of the tax base for 2026-27 will be made on the assumption that the determinations recommended below will apply. In accordance with the relevant legislation these determinations shall be published in at least one newspaper circulating in North Norfolk before the end of the period of 21 days beginning with the date of the determinations. [Awaiting legal advice whether the Council can publish on its website instead]
Recommendations	Recommend to Full Council that under Section 11A of the Local Government Finance Act 1992 and in accordance with the provisions of the Local Government Finance Act 2012 and other enabling powers that: 1) The discounts for the year 2026-27 and beyond are set at the levels indicated in the table at paragraph 3.1. 2) To continue to award a local discount of 100% in 2026-27 for eligible cases of hardship under Section 13A of the Local Government Finance Act 1992 (as amended) and that the Revenues Manager has delegated authority to make Discretionary Reductions under the Hardship Policy up to the value of £4k as indicated in the associated policy in Appendix B. 3) That an exception to the empty property levy charges may continue to be made by the Revenues Manager in the circumstances laid out in section 4.2 of this report.

	4) The long-term empty-property premiums for the year 2026-27 (subject to the empty premium exceptions shown in Appendix C) are set at the levels indicated in the table at paragraph 4.2 5) To continue to award a local discount of 100% in 2026-27 for eligible cases of care leavers under Section 13A of the Local Government Finance Act 1992 (as amended). 6) Those dwellings that are specifically identified under regulation 6 of the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 will retain the 50% discount as set out in paragraph 2.1 of this report. 7) Those dwellings described or geographically defined at Appendix A which in the reasonable opinion of the Revenues Manager are judged not to be structurally capable of occupation all year round and were built before the restrictions of seasonal usage were introduced by the Town and Country Planning Act 1947, will be entitled to a 35% discount. 8) A new second homes premium of 100% as detailed in paragraph 4.3 (subject to the second home premium exceptions shown in Appendix C) continues to be applied in 2026-27.
Reasons for recommendations	To set appropriate council tax discounts and premiums which will apply in 2026-27 and to raise council tax revenue.
Background papers	Local Authorities are required to approve their Council Tax discount determinations each year. The legislation provides local authorities with powers to make changes to the level of council tax discount and have premiums in relation to certain types of properties.

14. TEMPORARY ACCOMMODATION REVIEW

55 - 68

(10.50 – 11.20am)

To analyse the effectiveness of the Councils Temporary Accommodation portfolio – making recommendations to Cabinet (if needed)

Executive Summary	This report analyses the performance and value for money of the council's portfolio of homes used for Temporary and other homelessness accommodation (TA) in 2024/25. In summary the analysis shows that, compared to nightly paid accommodation, our own TA delivers significant savings as well as a considerable improvement to the lives of those accommodated. The performance of our TA has improved greatly, and in 2024/25 alone our TA saved us more than £640k compared to use of nightly paid inferior accommodation. Over the last four years (2021/22-24/25) savings have totalled £1.36m
Options considered	The council has invested significant amounts of capital into a portfolio of properties for homeless households. It is important to understand the performance of these properties to ensure they deliver value for money.
Consultation(s)	Officers in Finance, Housing Options, Property Services, Estates and Climate & Environmental Policy
Recommendations	This report is for information, it is recommended that Overview & Scrutiny review the report
Reasons for recommendations	To ensure TA offers a value for money VFM alternative to meet our legal duty to offer temporary accommodation to homeless households.
Background papers	

15. NHOSC REPORT

69 - 70

(11.20 – 11.30am)

Update from recent NHOSC meeting.

WORK PROGRAMMES

16. THE CABINET WORK PROGRAMME

71 - 74

To note the upcoming Cabinet Work Programme.

17. OVERVIEW & SCRUTINY WORK PROGRAMME AND UPDATE

75 - 84

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.

18. 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.”