Overview & Scrutiny Committee

NORTH NORFOLK DISTRICT COUNCIL

Please contact: Democratic Services
Please email: democraticservices@north-norfolk.gov.uk
Please direct dial on: 01263 516108

Tuesday, 7 July 2026

A meeting of the **Overview & Scrutiny Committee** of North Norfolk District Council will be held in the **Council Chamber - Council Offices** on **Wednesday, 15 July 2026** 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 M Gray, Cllr S Penfold, Cllr P Bailey, Cllr C Cushing, Cllr A Fletcher, Cllr M Hankins, Cllr P Heinrich, Cllr N Housden, Cllr C Rouse, Cllr K Bayes, Cllr K Leith, Cllr J Boyle and Cllr L Shires

All other Members of the Council for information.
Members of the Management Team, appropriate Officers, Press and Public

IN TRAN communication for all

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

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 - 8

To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 10th June 2026.

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 9 - 14

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. 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. 2025/26 OUTTURN REPORT 15 - 72

Members are asked to consider the report and make recommendations to Full Council.

9.35 – 10.15

2025/26 Outturn Report

Executive Summary	This report presents the provisional outturn position for the 2025/26 financial year which shows a General Fund underspend of £0.354m. It also provides an update in relation to the Council's capital programme and use of reserves. The position will be used to inform the production of the Statutory accounts which will then be subject to audit by the Council's external auditors. The report makes recommendations for contributions to reserves.
Options considered	None - This is a factual report of the financial year end position for 2025/26.
Consultation(s)	None – This is a factual report of the financial year end position for 2025/26.
Recommendations	**Members are asked to consider the report and recommend the following to full Council:** **a) The provisional outturn position for the General Fund revenue account for 2025/26 (as shown in Appendix A);** **b) The transfers to and from reserves as detailed within the report (and Appendix C);** **c) The surplus of £0.354m to be transferred to the New Burdens Reserve** **d) To note the balance on the General Reserve of £4.266m.** **e) The financing of the 2025/26 capital programme as detailed within the report and at Appendix D.** **f) The updated capital programme for 2026/27 to 2031/32 and scheme financing as outlined within the report and detailed at Appendix E;** **g) Approval of additional funding to cover capital project overspends of £0.012m as detailed in paragraph 5.7.** **h) Approval of capital project budget roll-forwards from 2025/26 into 2026/27 paragraph 5.10.** **i) To note the addition of £26,834 towards Property Services Electric Vehicles, to be funded by the Asset Management Reserve over a four-year lease period. This budget has been approved by the Deputy S151 Officer under constitutional**

	powers. **j) To approve the addition of £188,539 to renovate Fakenham Play Area to be funded from Capital S106 Contributions in 2026/27.** **k) To approve the addition of £100k to the Community Housing Fund (Grants to Housing Providers) project, to be funded by Capital Receipts following a repaid grant in 2025/26.** **l) To approve the updated Cromer Coast Protection Scheme budget to reflect that the approved RFCC (Environment Agency) grant has been awarded to the Mundesley Coastal Defences project only. This leaves the 2025/26 budget as £1,037,656. This is a movement of budget from the Cromer scheme to the Mundesley Scheme to meet grant conditions.** **m) To approve the updated Mundesley Coastal Management Scheme budget to reflect that the approved RFCC (Environment Agency) grant has been award to the Mundesley Coastal Management Scheme project only. This leaves the 2025/26 budget as £998,217. This is a movement of budget from the Cromer scheme to the Mundesley Scheme to meet grant conditions.**
Reasons for recommendations	To provide a draft outturn position for the General Fund, Capital Accounts and Reserves which will form the basis to produce statutory accounts for 2025/26. Also to provide a draft opening position for the financial year 2026/27.
Background papers	Budget report, Budget Monitoring reports, NNDR3 return

11. DEBT RECOVERY 2025-26 73 - 96

To consider report and make recommendations to Full Council

10.15 – 10.45

REPORT TITLE - Debt Recovery 2025-26

Executive Summary	This is an annual report detailing the council's collection performance and debt management arrangements for 2025/26. It includes: ▪ A summary of debts written off in each debt area showing the reasons for write-off and values. ▪ Collection performance for Council Tax and Non- Domestic Rates. ▪ Level of arrears outstanding ▪ Level of provision for bad and doubtful debts
Options considered.	To leave the write-off limits as they currently are or to increase these to a higher figure.
Consultation(s)	We are pleased to reach this year's collection performance for council tax & Non-Domestic (Business) Rates whilst also working hard to reduce avoidance and fraud which with the cost-of-living crisis, second home premiums introduced and changes to Retail, Hospitality and Leisure relief to businesses has been a more difficult time to for enforcement.
Recommendations	That Overview and Scrutiny recommend to Full Council that it: 1. approves the annual report which details the Council's write-offs, in accordance with the Council's Debt Write-Off Policy and performance in relation to revenues collection. 2. approves the continued delegated authority as shown in appendix 2 for write offs.
Reasons for recommendations	The recommendations ensure the Council makes best use of its staff resources and manages its finances to ensure best value for money.

Background papers	Corporate Debt Management and Recovery Policy -Appendix 1; Debt Write Off Policy - Appendix 2 and Recovery Methods including Enforcement Agent Code of Practice and Enforcement Agent Instructions - Appendix 3.

To consider report and make recommendations to Full Council.

10.45 – 11.00

Delegated Decisions January 2026 onwards	
Executive Summary	This report details the decisions taken under delegated powers from January 2026.
Options considered	Not applicable – the recording and reporting of delegated decisions is a statutory requirement.
Consultation(s)	Consultation is not required as this report and accompanying appendix is for information only. No decision is required, and the outcome cannot be changed as it is historic, factual information.
Recommendations	**To receive and note the report and the register of decisions taken under delegated powers.**

Reasons for recommendations	The Constitution: Chapter 6, Part 2, details the functions which are delegated to officers. In addition, it requires that any exercise of such powers should be reported to the next meeting of Council, Cabinet or working party (as appropriate). The law requires the Council to record executive and non-executive decisions taken by officers under delegated powers and to publish them on the Council's website. These requirements apply to decisions that would have been taken by Council or the Cabinet if delegated powers had not been given to an officer either - • under an express delegation granted at a meeting of Cabinet, Council or a Committee. • Or under a general delegation (where responsibility is delegated in the Constitution)
Background papers	Signed decision forms

11.15 – 11.25

14. DEPRIVATION AND SUBSTANCE ABUSE 133 - 142

Following the circulation of the links to the data, Committee to review and decide where they could add best value. Including to consider the further information relating to supporting residents with health-related barriers.

11.25 – 11.55

15. MOBILE CONNECTIVITY SURVEY

To receive a verbal update from Vice-Chair, Cllr Gray, on progress with the Mobile Connectivity survey.

11.55 – 12.05

WORK PROGRAMMES

16. THE CABINET WORK PROGRAMME 143 - 146

To note the upcoming Cabinet Work Programme.

17. OVERVIEW & SCRUTINY WORK PROGRAMME AND UPDATE 147 - 156

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.”