

<b>CORPORATE PLAN 2023-2027 - ANNUAL ACTION PLAN 2024/25</b>	
Executive Summary	This report and accompanying appendix present the 2023 – 2027 Corporate Plan Action Plan for the period April 2024 – March 2025 to Cabinet for approval.
Options considered	<p>The actions detailed in the Action Plan have been developed in support of the five themes in the adopted Corporate Plan through a series of member/officer workshops, recognising the challenges and opportunities facing the district and the Council over the next 18 months.</p> <p>The actions proposed seek to balance the capacity of the organisation to deliver, taking into account the staff and financial resources available to the Council and potential to access external funding or partnership resources, with the aspirations laid out in the Corporate Plan. In this respect it is recognised that there is a degree of choice and prioritisation as to the actions proposed for delivery in the period April 2024 – March 2025.</p>
Consultation(s)	The recent workshops involving elected members and officers have been an inclusive and consultative process, the outcomes from which have informed future priority actions and work programming by the Cabinet for delivery in the 2024/25 civic year. These will need to be aligned with the 2024/25 budget preparation and revised Medium-Term Financial Strategy in the coming weeks.
Recommendations	That the Cabinet approves the Corporate Plan Annual Action Plan for 2024/25.
Reasons for recommendations	Sound management of the authority's staff, property and financial resources to deliver projects and initiatives which support improved service delivery and positive outcomes aligned to the previously agreed Corporate Plan themes.
Background papers	2023 – 2027 Corporate Plan Notes from the recent themed workshop events attached as appendices to this report

<b>Wards affected</b>	All
<b>Cabinet member(s)</b>	Cllr Tim Adams, Leader of the Council
<b>Contact Officer</b>	Steve Blatch, Chief Executive Email:- <a href="mailto:steve.blatch@north-norfolk.gov.uk">steve.blatch@north-norfolk.gov.uk</a> Tel:- 01263 516232

**Links to key documents:**

Corporate Plan:	This report details the list of actions and proposals the Council proposes taking forward in support of the five Corporate Plan themes in the twelve months April 2024 – March 2025.
Medium Term Financial Strategy (MTFS)	Proposed actions, projects or initiatives will need to give due consideration to the Council’s financial position as detailed in finance reports and a revised Medium-Term Financial Strategy and have the necessary resources allocated to them or efficiency savings identified through the preparation of the 2024/25 budget.
Council Policies & Strategies	See comment under Corporate Plan heading above

<b>Corporate Governance:</b>	
Is this a key decision	Yes
Has the public interest test been applied	Yes – there is no private or confidential information to be considered by this report
Details of any previous decision(s) on this matter	N/A

## 1. Purpose of the report

- 1.1 This report and accompanying appendix present the 2023 – 2027 Corporate Plan Action Plan for the period April 2024 – March 2025 to Cabinet for approval.
- 1.2 Cabinet is asked to approve the actions to be taken forward through the 2024/25 Annual Action and make the necessary budgetary provision in the weeks ahead to support delivery through the 2024/25 budget process.

## 2. Introduction & Background

- 2.1 Following the District Council elections held on 4<sup>th</sup> May, the Council adopted a new Corporate Plan for the four years 2023 – 2027 at its meeting held on 19<sup>th</sup> July 2023.
- 2.2 In agreeing the new Corporate Plan and making a positive recommendation to Full Council to adopt the Plan at its 19<sup>th</sup> July meeting, the Cabinet meeting of 3<sup>rd</sup> July 2023 resolved to :-

1. **Agree the content of the draft Corporate Plan 2023 – 2027 as a statement of the Council’s intent and ambition for the term of this Council administration.**
2. **Authorises the Chief Executive, in consultation with the Leader of the Council, to agree any minor revisions and changes to the final draft of the Corporate Plan document and thereafter the format / design of the document for publication, following adoption by Full Council.**

- 3. That Cabinet publishes an Action Plan detailing how the objectives detailed in the Corporate Plan will be delivered / achieved to its November 2023 meeting; and**
- 4. Recommended to Full Council that it adopts the Corporate Plan 2023 – 2027.**

2.2 In agreeing the Corporate Plan members were advised that, given experience of delivering against the 2019 – 2023 Corporate Plan where organisational capacity was initially hindered by the need for the Council to develop a local response to the COVID pandemic and subsequently responding to the cost of living pressures experienced in the national economy; there would be some merit in looking to develop an Annual Action Plan of project delivery in each year of the Plan. This would allow the Council to respond flexibly to changing circumstances over the four-year lifetime of the Corporate Plan, not least in response to possible changes to the policy framework nationally associated with a General Election which is to be held before January 2025.

2.3 At the subsequent meeting of the Overview and Scrutiny Committee held on 12<sup>th</sup> July 2023 the Committee, in being invited to comment on the Corporate Plan in advance of adoption by Full Council, agreed the following:-

- 1. The Overview and Scrutiny Committee considered and commented upon the content of the draft Corporate Plan 2023–2027 recognising that it was a statement of the Council's intent and ambition for the term of this Council administration.**

**The following comments were agreed and presented to the Full Council meeting on 19<sup>th</sup> July 2023:-**

- Cabinet was asked to consider whether financial sustainability has been adequately addressed within the Corporate Plan and whether it should form a key theme.**
- Cabinet was asked to consider whether the headline objectives of the Corporate Plan were ambitious enough; and,**
- Cabinet was asked to consider whether issues of rurality were adequately addressed within the Corporate Plan.**

- 2. Noted the arrangements outlined for a series of member workshops in September 2023 to contribute to the development of actions / proposals for inclusion in the 2024/25 Annual Action Plan and then for the draft Action Plan being presented as a pre-scrutiny item for discussion / agreement by the Overview and Scrutiny Committee at its 11th October 2023 meeting.**

2.3 Subsequently, in accordance with the second Overview and Scrutiny resolution above, five member / officer workshop events were held in late September / early October, where discussion took place of the issues and potential responses under each of the Corporate Plan themes.

2.4 The outcomes of the five workshops were presented to the Overview and Scrutiny Committee at its meeting of the 11<sup>th</sup> October 2023 as a pre-scrutiny item, providing members of the Committee with an opportunity to comment on the emerging issues gathered through the workshop process. Whilst the Overview and Scrutiny Committee welcomed this opportunity and positively commented on the inclusive approach adopted and extensive nature of the

workshop discussions, they felt that they had been provided with insufficient time to comment meaningfully in any way on the emerging actions or proposals. The Committee therefore resolved:-

**“That the Overview & Scrutiny Committee positively commented on the workshop process and its inclusivity, but felt that it was premature to comment on the proposals at this stage and therefore took note of the Council Leader’s offer to consider further proposals and comments up to the point of approval in November.”**

### **3. Proposals and Options**

- 3.1 The outcomes of the workshops were recorded and have now been the subject of further review and evaluation by officers and discussion with Cabinet portfolio holders. The attached appendix therefore now outlines a proposed series of actions to be taken forward through an Action Plan covering the period April 2024 – March 2025.
- 3.2 Cabinet is therefore now asked to approve the Corporate Plan Action Plan for 2024/25 and agree that the proposed actions now be developed further as part of the 2024/25 budget preparation and revised Medium-Term Financial Strategy in the coming weeks.

### **4. Corporate Priorities**

- 4.1 The outcomes from this report will contribute to the Corporate Plan priorities and allocation of resources to support project delivery and improved working in the 2024/25 civic year.

### **5. Financial and Resource Implications**

- 5.1 The outcomes from this report will allow allocation of staff and financial resources to support project delivery and improved working in the 2024/25 civic year through the 2024/25 budget process to be taken forward in the period to February 2025.
- 5.2 The Director of Resources (Section 151 Officer) has provided the following comments in advising on the preparation of this report:-

“This report raises no direct financial implications in approving the 2024/25 Action Plan as a statement of intent. Further work will be undertaken in the next few weeks in preparing the 2024/25 budget based on the objectives detailed in the Action Plan”.

### **6. Legal Implications**

- 6.1 The Monitoring Officer has provided the following comments in advising on the preparation of this report:-

“Although there is no legal requirement for the Council to adopt a corporate plan and action plan, such plans provide a framework to direct decision making and contribute to clear and robust governance arrangements. Further, the

Constitution supports and details information on the preparation of a corporate plan. It is noted that some actions are subject to external funding.”

**7. Risks**

7.1 None as a direct consequence of this report.

**8. Net Zero Target**

8.1 None as a direct consequence of this report, although one of the Corporate Plan’s five themes is “our Greener Future” where the issue of Net Zero is a key consideration for and objective of the authority over the lifetime of the Corporate Plan.

**9. Equality, Diversity & Inclusion**

9.1 None as a direct consequence of this report, although a key theme running through the Corporate Plan is the issue of inclusion and equity – particularly under the themes - Meeting our local housing need; Developing our communities; Investing in our Local Economy and Infrastructure and A strong, responsible and accountable council.

**10. Community Safety issues**

10.1 None as a direct consequence of this report

**11. Conclusion and Recommendations**

**That the Cabinet approves the Corporate Plan Annual Action Plan for 2024/25.**