

Reporting progress implementing Corporate Plan 2023-27 Action Plan 2023-24 – to end of Quarter 3 – 31st December 2023	
Executive Summary	The Corporate Plan 2023-27 Action Plan 2023-24 is being implemented as planned.
Options considered	Not relevant.
Consultation(s)	The lead officer for each action in the Plan has been asked for their assessment of progress, identify issues and propose action they will take to address those issues.
Recommendations	Cabinet is recommended to note this report.
Reasons for recommendations	The Action Plan 2023-24 is being implemented as planned
Background papers	Corporate Plan 2023-27

Wards affected	All
Cabinet member(s)	Cllr Tim Adams
Contact Officer	Steve Blatch, Chief Executive Email:- steve.blatch@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	This report is concerned with ensuring the Corporate Plan 2023-27 Action Plan 2023/24 is being implemented as planned.
Medium Term Financial Strategy (MTFS)	Ensuring the Action Plan 2023/24 is implemented as planned will ensure the MTFS is also achieved.
Council Policies & Strategies	Corporate Plan 2023-27

Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	Not applicable. Item is not exempt.
Details of any previous decision(s) on this matter	Corporate Plan 2023-27 and Action Plan 2023-24 approved by Full Council on 17 July 2023. Corporate Plan 2023-27 Action Plan 2024-25 approved by Cabinet 6 November 2023

1. Purpose of the report

The purpose of this report is to present an update on the progress being made in implementing the Corporate Plan 2023-27 Action Plan 2023-24 and to give Cabinet an opportunity to discuss and agree decisions that should be taken regarding any issues raised.

2. Introduction & Background

Full Council approved the Corporate Plan 2023-27 and the first annual Action Plan for 2023/24 at its meeting of 17 July 2023. Lead officers then started to work on how the desired outcomes in the action plan would be achieved. This report shows the progress made to the end of December 2023, identifies any issues with individual actions and puts forward proposals for how these would be addressed.

3. Overview of progress

3.1 Overall progress

The tables below show overall progress in implementing the Action Plan.

Action Plan 2023/24 – Summary

Quarters 2 and 3 from July 2023 to 31 December 2023

RAG status	No. of actions
Red	0
Amber	5
Green	19
NA	4
Missing data	0
Total	28

KEY

Red = Actions will not deliver planned outcomes without significant interventions

Amber = Actions off track but with changes being made will achieve planned outcomes

Green = Actions on track and will deliver planned outcomes

NA = Not applicable as not due to start yet

Missing data = Update not provided by the Lead Officer

Stage	No. of actions
Not Started	4
In Progress	22
Completed	2
Cancelled	0
Missing data	0
Total	28

Crosstabulation

RAG status/ Stage	Not Started	In Progress	Completed	Cancelled
Red	0	0	0	0
Amber	0	5	0	0
Green	0	17	2	0
NA	4	0	0	0

The progress report shows that the majority of actions are in progress and on track.

3.2 Issues raised

Only one action has been flagged as being unable to be completed during 2023/24. This action, is shown as NA and Not Started above, is:

“Work with partners, to agree a programme of investment in local housing initiatives, funded through the local Second Homes Council Tax premium”.

The lead officers for the action have reported that,

“The legislation that allows the Council to charge a premium on second homes does not take effect until April 2025. The proportion of the premium retained by the Council is not yet decided. Therefore, it is not possible to deliver this action in 2023/24.”

Subsequently this action has been moved into the Action Plan for 2024/25 which was approved at the Cabinet meeting on 6 November 2023.

3.3 Details of all Actions

To review the updates for all the actions please see Appendix A Action Plan 2023-24 update.

4. Corporate Priorities

This report is concerned with ensuring the Corporate Plan 2023-27 Action Plan 2023-24 is implemented as planned. This is a key activity to ensure the goals and objectives in the Corporate Plan are achieved.

5. Financial and Resource Implications

There are no financial or resource implications arising from the report.

Comments from the S151 Officer:

The S151 Officer (or member of the Finance team on their behalf) will complete this section.

6. Legal Implications

There are no legal implications from this report.

Comments from the Monitoring Officer

The Monitoring Officer (or member of the Legal team on behalf of the MO) will complete this section. They will outline any legal advice provided.

7. Risks

The purpose of this report is to contribute to minimizing the risk of not implementing the Corporate Plan 2023-27 Action Plan 2023-24. This in turn reduces the risk of not achieving the goals and objectives in the Corporate Plan.

8. Net Zero Target

The Corporate Plan 2023-27 Action Plan 2023-24 contains actions, particularly under the theme “Our Greener Future”, that will reduce the emissions of the Council and contribute to achieving the Net Zero Target.

9. Equality, Diversity & Inclusion

The Corporate Plan 2023-27 Action Plan 2023-24 contains actions, particularly under the theme “Developing our Communities”, that will improve equality, diversity & inclusion. Where individual actions require an equality impact assessment the lead officer will produce and submit one during the development of the action.

10. Community Safety issues

This report does not have any impact on community safety issues.

11. Conclusion and Recommendations

The Corporate Plan 2023-27 Action Plan 2023-24 is being implemented as planned.

Cabinet is recommended to note this report.