

Reporting progress implementing Corporate Plan 2023-27 Delivery against Action Plan 2023-24 and Action Plan 2024-25 – to end of Quarter 1 – 30 June 2024	
Executive Summary	The Corporate Plan 2023-27 Action Plan 2023-24 has largely been delivered as planned and work has started on a significant number of actions in the 2024-25 Action Plan
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	The Overview and Scrutiny Committee is invited to comment on this report.
Reasons for recommendations	Ten actions in the 2023-24 Action Plan have been completed. The remaining eighteen actions have been carried forward, updated or amended to reflect changed circumstances and been included in 2024-25 Annual Action Plan 2024-25 which was agreed in November 2023 and the implementation of which has started.
Background papers	Corporate Plan 2023-27 Annual Action Plan 2024-25

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 primarily concerned with ensuring the Corporate Plan 2023-27 is being implemented as planned.
Medium Term Financial Strategy (MTFS)	Ensuring the Action Plan 2023/24 is implemented as planned and delivery of Action Plan 2024/25 has started will help to 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.
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1. Purpose of the report

- 1.1 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 Action Plan 2024-25 and to give Cabinet an opportunity to discuss and agree decisions that should be taken regarding any issues raised.

2. Introduction & Background

- 2.1 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. The Corporate Plan 2023-27 Action Plan 2024-25 was approved by Cabinet at their meeting on 6 November 2023.
- 2.2 This report details the progress made to the end of June 2024 in implementing both annual Action Plans, identifies any issues with individual actions and puts forward proposals for how these would be addressed.

3. Overview of progress

3.1 Overall progress – Action Plan 2023/24

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

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

Action Plan 2023/24 – Summary – Quarter 4 from Jan to March 2024

RAG status	No. of actions
Red	1
Amber	6
Green	21
NA	0
Missing data	0

Total	28
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Stage	No. of actions
Not Started	0
In Progress	18
Completed	10
Cancelled	0
Missing data	0
Total	28

Cross-tabulation

RAG status/ Stage	Not Started	In Progress	Completed	Cancelled
Red	0	1	0	0
Amber	0	6	0	0
Green	0	11	10	0
NA	0	0	0	0

The progress report shows that the majority of actions are in progress and on track. Actions in the Action Plan 2023/24 have now either been completed or have been carried forward and incorporated into the Action Plan 2024/25. Details of this process for each action are given in the appendices.

3.2 Overall progress – Action Plan 2024/25

A summary of progress has been included below.

Action Plan 2024/25 – Summary - Quarter 1 from April to June 2024

RAG status	No. of actions
Red	1
Amber	6
Green	36
NA	1
Missing data	0
Total	44

Stage	No. of actions
Not Started	1
In Progress	42

Completed	1
Cancelled	0
Missing data	0
Total	44

Crosstabulation

RAG status/ Stage	Not Started	In Progress	Completed	Cancelled
Red	0	1	0	0
Amber	0	6	0	0
Green	0	35	1	0
NA	1	0	0	0

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

3.3 Details of all Actions

To review the updates for all the actions please see:-

- Appendix A Action Plan 2023-24 Progress Updates
- Appendix B Action Plan 2024-25 Progress Updates – Qtr 1 2024-25.

4. Corporate Priorities

- 4.1 This report is concerned with ensuring the Corporate Plan 2023-27 Action Plan 2023-24 and Action Plan 2024-25 are 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

- 5.1 There are no financial or resource implications arising directly from this report.

Comments from the S151 Officer:

The report is a summary of progress against actions 2023/24. There are no financial implications.

6. Legal Implications

There are no legal implications arising directly from this report.

Comments from the Monitoring Officer

This is an update report to provide Members with progress made in the 2023/24 Action Plan. There are no specific governance issues regarding the report. Specific action points may have their own governance requirements in which case separate governance/legal advice should be sought through the Legal Team.

7. Risks

- 7.1 The purpose of this performance report is to inform members of the progress being made in delivering the Corporate Plan 2023-27 Action Plans 2023-24 and 2024-25. This in turn reduces the risk of not achieving the goals and objectives in the Corporate Plan.

8. Net Zero Target

- 8.1 The Corporate Plan 2023-27 Action Plan 2023-24 and Action Plan 2024-25 contain 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

- 9.1 The Corporate Plan 2023-27 Action Plan 2023-24 and Action Plan 2024-25 contain 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

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

11. Conclusion and Recommendations

Ten actions in the 2023-24 Action Plan have been completed.

The remaining eighteen actions have been carried forward, updated or amended to reflect changed circumstances and been included in 2024-25 Annual Action Plan 2024-25 which was agreed in November 2023 and the implementation of which has started.

The Overview and Scrutiny Committee is invited to comment on this report.