

## **RECOMMENDATIONS TO CABINET 24 JULY 2025 FROM THE CORPORATE PERFORMANCE PANEL MEETING HELD ON 2 JULY 2025**

### **CP35: CABINET REPORT – REVENUE OUTTURN REPORT**

The Deputy Section 151 Officer presented the report which set out the revenue outturn for 2024/2025 for the Council and highlighted variances, draw down from reserves, bad debt provision, pension contributions and funding to support schemes such as the Local Plan and King's Lynn Masterplan.

The Chair thanked the officer for the report and invited questions and comments from the Panel as summarised below.

In response to a question from Councillor Sayers, it was explained that a quarterly report on bad debts was produced, and these mainly came from rents from Industrial and retail units, planning fees and wrongfully claimed benefits. He explained that at year end debts work to collect income was still carried out and any write offs were presented to the relevant Portfolio Holder for consideration. The Assistant Director agreed to send further information to the Panel.

Councillor Spikings referred to the accelerated timetable for the Local Plan and commented that it was important to speed up this process. The Assistant Director explained that Planning had devised a timetable that they were comfortable with to achieve delivery.

Councillor Spikings also asked about the second homes premium for Council tax and the Assistant Director explained that this was being monitored closely, but presently collection rates had been good.

In response to a question from Councillor Ryves, the Assistant Director explained that the revised budgets reflected savings and efficiencies. He explained that some savings were banked so that they did not show as a surplus.

The Chair, Councillor Blunt commented that savings should be used to enhance services, for example Car Parking. The Assistant Director explained that opportunities for future years would be looked at, as well as earmarked reserves and investment opportunities to improve service delivery and he reminded the Panel of the Transformation programme and savings plan.

Councillor Dickinson referred to the levels of earmarked reserves and asked what would happen to these post Local Government Reorganisation. The Assistant Director explained that some were statutory earmarked reserves and a deep dive on reserve level would be carried out

Councillor Ryves asked about losses on major projects and the Assistant Director explained that this fell outside of this report and was monitored by the Member Major Projects Board.

Councillor Collingham referred to the tourism savings and felt that more money should be spent in this area, not less. The Assistant Director commented that the savings

achieved could be down to more digital marketing rather than hard copies. The Deputy Leader, Councillor Ring acknowledged the importance of tourism and marketing, referred to the marketing plan which was being prepared and noted that savings could have been generated due to one Member of staff leaving the organisation.

In response to a question from Councillor Ryves, the Assistant Director provided an overview of the external audit fees, the backlog in audits and legislation which was being implemented to speed up the process. It was also noted that there was a process available for contesting fees.

**RESOLVED:** That the Corporate Performance Panel support the recommendations to Cabinet, as set out below.

It is recommended that Cabinet approves:

1. The draft revenue outturn position for 2024/2025
2. Review and agree the new transfers to earmarked reserves as stated in para 2.3
3. Review and agree the amendments to the Earmarked Reserves Policy

### **CP36 – CABINET REPORT – CAPITAL OUTTURN REPORT**

The Deputy Section 151 Officer presented the Capital Programme Outturn for 2024/2025 and provided information on capital receipts, risks and current schemes.

The Chair thanked the officer for the report and invited questions and comments from the Panel, as summarised below.

Councillor Collingham referred to the New Homes Bonus and how this was conflicting with the slowdown in the market. The Assistant Director explained that it was difficult when there was conflicting priorities and targets and pressures from Government.

In response to questions from Councillor Ryves the Assistant Director provided information on the position update, relating to the development of units and how profit share agreements were in place with contractors to manage and mitigate risk. The Assistant Director also provided information on West Norfolk Property.

**RESOLVED:** That the Corporate Performance Panel support the recommendations to Cabinet, as set out below:

That Cabinet:

1. Note the outturn of the capital programme for 2024/2025 of £39,656,557 including Exempt Schemes;
2. Note the financing arrangements for the 2024/2025 capital programme.

### **CP43 – EXEMPT – CABINET REPORT – MICROSOFT ENTERPRISE AGREEMENT 2025-2028**

The Assistant Director presented the report and responded to questions and comments from the Panel relating to the technology available and training for Members and officers.

The Assistant Director agreed that training was crucial and would be made available to Councillors.

Councillor Bearshaw commented that it would be good to have telephone numbers for services available, so that if you did not know the officers name, you could still get through to a department via telephone.

**RESOLVED:** That the Corporate Performance Panel support the recommendations to Cabinet, as set out in the report with the below two additional recommendations:

1. That Members be provided with training as required so that they could make the best use of technology available.
2. That telephone numbers be attributed to service areas rather than individuals to make it easier to contact a department.