



# **Resources and Performance Panel**

## **Agenda**

**Tuesday, 26th January, 2016**  
at 6.00 pm

in the

**Committee Suite  
King's Court  
Chapel Street  
King's Lynn  
PE30 1EX**



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**King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX**  
**Telephone: 01553 616200**  
**Fax: 01553 691663**

Monday, 18 January 2016

Dear Member

**Resources and Performance Panel**

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 26th January, 2016 at 6.00 pm** in the **Committee Suite, King's Court, Chapel Street, King's Lynn** to discuss the business shown below.

Yours sincerely

Chief Executive

**AGENDA**

**1. Apologies**

To receive any apologies for absence.

**2. Minutes**

To approve the minutes of the Resources and Performance Panel held on 5 January 2016 (previously circulated).

**3. Declarations of Interest**

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is disclosed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

**4. Urgent Business Under Standing Order 7**

To consider any business which, by reason of special circumstances, the Chairman proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act 1972.

**5. Members Present Pursuant to Standing Order 34**

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

**6. Chairman's Correspondence (if any)**

**7. Matters referred to the Committee from other Council Bodies and responses made to previous Committee recommendations/requests**

To receive comments and recommendations from other Council bodies, and any responses subsequent to recommendations, which this Panel has previously made. (N.B. some of the relevant Council bodies may meet after dispatch of the agenda).

At the Cabinet meeting held on 1 December 2015 the following responses were made to the recommendations from the Resources and Performance Panel meeting held 24 November 2015, on the following items:-.

Cabinet Report: Final Council Tax Support Scheme 2016/2017

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

- 1) Members note the results of the consultation exercise; and
- 2) The draft Council Tax Support Scheme as approved on 9 September 2015 is adopted as the full Council Tax Support Scheme for 2016/2017.

**Cabinet Response:** "The Panel's recommendations were duly taken into account when Cabinet considered the item."

Cabinet Report: Housing Benefit and Council Tax Support Risk Based Verification: Policy Update

**RESOLVED:** That the Panel support the recommendation to Cabinet as follows:

Members agree to adopt the updated Risk Based Verification Policy so it covers new claims and changes in circumstances.

**Cabinet Response:** "The Panel's recommendations were duly taken into account when Cabinet considered the item."

Cabinet Report: 2015/2016 Budget Monitoring

**RESOLVED:** That the Panel support the recommendation to Cabinet as set out below:

The changes, transfers to/from reserves and revised revenue estimates for 2015/2016 as detailed in section 1 of the report.

**Cabinet Response:** “The Panel’s recommendations were duly taken into account when Cabinet considered the item.”

Cabinet Report: Corporate Business Plan 2015/2016

**RESOLVED:** That the Panel support the recommendations to Cabinet as follows with the additional recommendation (2) set out below:

- 1) That the attached Corporate Business Plan is adopted.
- 2) That Cabinet be asked to consider rebranding the Corporate Business Plan to Corporate Business Plan – Policy Framework with a clear suite of documents underneath to support the plan.

**Cabinet Response:** “The Panel’s recommendations were duly taken into account when Cabinet considered the item.”

**8. Exclusion of Press and Public**

To consider the following resolution:

“That under Section 100(a)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act.”

**9. EXEMPT REPORT: Progress Report on Corporate Apprenticeship Scheme (Pages 7 - 10)**

The Panel are invited to note the contents of the progress report on the Borough Council’s Corporate Apprenticeship Scheme.

**10. Cabinet Report: Procurement - Print Equipment (Pages 11 - 14)**

The Panel are requested to consider the report and make any appropriate recommendations to Cabinet.

**11. Cabinet Report: Budget 2016/2017 (Separate Booklet)**

The Panel are requested to consider the report and make any appropriate recommendations to Cabinet.

**12. Cabinet Report: Capital Programme 2015/2020 (Pages 15 - 50)**

The Panel are requested to consider the report and make any appropriate recommendations to Cabinet.

**13. Work Programme 2015/2016 and Forward Decisions List** (Pages 51 - 55)

To consider the Panel's Work Programme for 2015/2016.

**14. Date of Next Meeting**

To note that the next meeting of the Resources and Performance will take place on **Tuesday 23 February 2016**.

To:

**Resources and Performance Panel:** B Anota, J Collop, P Colvin, I Devereux, I Gourlay, G Hipperson (Vice-Chairman), P Hodson, H Humphrey (Chairman), G Middleton, A Morrison, D Tyler and G Wareham

**Portfolio Holder:**

Councillor N Daubney, Leader

**Management Team Representatives:**

Ray Harding, Chief Executive

Lorraine Gore, Assistant Director

**Appropriate Officers:** The following officers are invited to attend in respect of the Agenda item shown against their name

Item 9	Becky Box, Personnel Manager
Item 10	Sharon Clifton, Communications Manager
Item 11	Lorraine Gore, Assistant Director
Item 12	Lorraine Gore, Assistant Director