

Borough Council of
**King's Lynn &
West Norfolk**



Corporate Performance Panel

Agenda

Wednesday, 31st March, 2021
at 4.30 pm

**Remote Meeting on Zoom and available for
the public to view on You Tube**



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

Tuesday 23rd March 2021

Dear Member

Corporate Performance Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Wednesday, 31st March, 2021 at 4.30 pm** in the **Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Appointment of Vice-Chair for the Meeting

2. Apologies

3. Minutes (Pages 5 - 10)

To approve the minutes from the previous meeting.

4. 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 discussed.

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

5. Urgent Business Under Standing Order 7

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

6. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chair of their intention to do so and on what items they wish to be heard before a decision on that item is taken.

7. Chair's Correspondence (if any)

8. Call-In (if any)

9. Projects under Portfolio Holder for Project Delivery (Pages 11 - 33)

Members of the Regeneration and Development Panel have been invited for this item.

10. Q3 2020-2021 Corporate Recovery Performance Indicators (Pages 34 - 39)

11. Cabinet Forward Decisions List (Pages 40 - 44)

12. Panel Work Programme (Pages 45 - 49)

To note the Work Programme for 2021/2022.

13. Date of Next Meeting

To note that the date of the next meeting of the Audit Committee will take place on 2 June 2021.

14. Exclusion of Press and Public

To consider passing 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 Part 1 of Schedule 12A to the Act”.

15. Exempt Report: KLIC Repayment Plan (Verbal Report)

To:

Corporate Performance Panel: B Ayres, P Beal, J Collop, I Devereux, A Dickinson, C Hudson, H Humphrey, C Manning, J Moriarty, S Nash, C Rose and D Tyler

Portfolio Holders:

Councillor B Long
Councillor P Gidney

Officers

Alexa Baker
Becky Box, Assistant Director, Central Services
Lorraine Gore, Chief Executive
Matthew Henry, Assistant Director

By Invitation for Agenda Item 9: Members of the Regeneration and Development Panel

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CORPORATE PERFORMANCE PANEL

Minutes from the Meeting of the Corporate Performance Panel held on Wednesday, 6th January, 2021 at 3.00 pm in the Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube

PRESENT:

Councillors B Ayres, P Beal, J Collop, I Devereux, A Dickinson, C Hudson, H Humphrey, C Manning, J Moriarty (Chair), S Nash, C Rose and D Tyler

Portfolio Holders

Councillor R Blunt, Development
Councillor B Long, Leader

Under Standing Order 34:

Councillors M de Whalley, A Holmes, C Morley, J Rust and A Ryves

Officers:

Becky Box, Assistant Director, Central Services/Management Team Representative
Alex Fradley, Principal Planner (Policy)
Alan Gomm, Planning Policy Manager
Lorraine Gore, Chief Executive
Honor Howell, Assistant to the Chief Executive

CP188 **WELCOME AND INTRODUCTIONS**

The Chair informed the Panel that the meeting was being broadcast live on You Tube.

[Click here to view a recording of the meeting on You Tube](#)

The Democratic Services Officer conducted a roll call to confirm attendees.

CP189 **APPOINTMENT OF VICE CHAIR**

RESOLVED: Councillor C Manning be appointed Vice-Chair for the meeting.

CP190 **APOLOGIES**

There were no apologies for absence.

CP191 **MINUTES**

[Click here to view a recording of this item on You Tube](#)

The minutes of the Corporate Performance Panel held on 11 November 2020 were agreed as a correct record.

CP192 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

CP193 **URGENT BUSINESS UNDER STANDING ORDER 7**

There was no urgent business.

CP194 **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillors M de Whalley, A Holmes, C Morley, J Rust and A Ryves were present under Standing Order 34.

CP195 **CHAIR'S CORRESPONDENCE (IF ANY)**

There was no Chair's correspondence.

CP196 **CALL-IN (IF ANY)**

There were no call-ins.

CP197 **UPDATE ON THE BOROUGH COUNCIL'S RECOVERY PLAN**

[Click here to view a recording of this item on You Tube](#)

The Assistant to the Chief Executive explained that the Recovery Plan for 2019 and the performance indicators were around the recovery strategy and advised that the Council was now not in a recovery position, but responding to the Covid which would impact on recovery as the resources were not available to dedicate to it.

CP198 **CORPORATE PERFORMANCE MONITORING REPORT**

[Click here to view a recording of this item on You Tube](#)

In presenting the report, the Assistant to the Chief Executive drew the Panel's attention to the key issues set out in the report. Indicators had been included to monitor key council services and impacts on borough wide issues. These indicators were linked to the Covid-19 Recovery Strategy and were grouped under the Corporate Business Plan's priorities. It was explained that performance indicators had been presented to Panels on a quarterly basis before Covid, but now being

reported on a monthly basis meant that the data was incomplete. The report today set out data up to October 2020. Quarter 3 data up to 31 December 2020 would be presented to the Panel at its next meeting on 17 February 2021.

The Assistant to the Chief Executive explained that the Council's response to Covid-19, resources may be redirected from recovery to focus on response activities and indicators that were heavily influenced by external factors and could deteriorate over coming months.

Officers present responded to questions in relation to:

- New performance indicators and comparative data not being available.
- 1.1 - average number of working days sickness absence per FTE employee relating to Covid.
- 2.4 - % of rent arrears on industrial estates.
- 2.5 - % of rent achievable on retail/general units.
- 5.4 - King's Lynn car park revenue.
- 5.5 - Heacham and Hunstanton car park revenue.

In response to a question from Councillor Beal on receiving a breakdown on the Heacham and Hunstanton car park revenue, the Assistant to the Chief Executive invited Councillor Beal to submit his request through the Members' Enquiry in box and she would ensure this was directed to the relevant officer to provide the information.

In response to questions raised relating to the council's fees and charges, the Chief Executive explained that the council would not recover the full loss of income because the government grant scheme had a 5% deductible amount which the council had to absorb and thereafter 75p in the £ for the relevant loss.

Councillor Ryves addressed the Panel under Standing Order 34 regarding meaningful and beneficial indicators to provide an understanding of the council's financial position.

In response to the comments made by Councillor Ryves, the Chair provided an overview of the discussion he had held with the Section 151 Officer on how finance key performance indicators could be presented to the Panel at each meeting, which would not involve officers undertaking additional work, to give Members a better understanding on the councils' financial position.

The Assistant to the Chief Executive explained that the performance indicators based on the priorities in the council's Corporate Business Plan, which had been agreed by the Panel and Cabinet had been developed to evidence that the council was achieving what was set out in the corporate business plan. The Performance Team was currently looking at developing a report on the state of the Borough, which would be presented to the Corporate Performance Panel on an annual basis.

It was noted that the budget would be presented to a Joint Panels meeting during January 2021.

The Chief Executive added that she supported the comments made by Councillor Ryves on budget monitoring and undertook to discuss with the Section 151 Officer as to how this information could be presented to the Panel.

In response to a question raised by the Chair on 2.8 – the number of new homes delivered and the definition of a new home, the Portfolio Holder for Development explained that a new home was complete when council tax could be collected.

Following a question on 6.4 – number of unique website visitors for Lily, the Assistant to the Chief Executive undertook to forward a response direct to the Chair.

Councillor Dickinson advised that at the last meeting of the Audit Committee it was agreed that it would receive regular budget monitoring reports and to avoid duplication any other monitoring could be presented to the Corporate Performance Panel.

Following questions from the Chair on the Disabled Facilities Grant, the Assistant to the Chief Executive explained that she would listen to the debate of the Environment and Community Panel and provide a response direct. The Assistant to the Chief Executive added that if the Panel wished to receive the information on the external factors relating to this grant that this could be included in future reports.

Under Standing Order 34, Councillor Morley SO34 addressed the Panel in relating to the Corporate Business Plan Priorities 1 and 3.

The Chair thanked the Assistant to the Chief Executive for presenting the report and all officers to responding to the questions raised.

RESOLVED: The Panel reviewed and noted the Council's performance indicators for the 2020/21 year. Performance against these indicators will continue to be reported to the Corporate Performance Panel via periodic updates.

CP199 **LOCAL PLAN TASK GROUP COMMUNICATION STRATEGY**

[Click here to view a recording of this item on You Tube](#)

The Planning Policy Manager presented the report and explained that the Borough Council was reaching a significant, advanced and formal stage in the Local Plan making process. The Local Plan review, which is intended to provide a policy framework for land use development for the period through to 2036, had been prepared, consulted upon and reviewed. The next stage was to publish the Plan for representations

to be made, it would then be submitted to the Secretary of State for independent examination. The pre-submission version of the Local Plan review is the one that the Borough Council wishes to adopt. Accordingly, before it can be published it required the agreement of the Local Plan Task Group, Regeneration Panel, Cabinet and Full Council.

The Panel was advised that there were regulations to adhere to with regards to this process, including publication and notification which would be complied with. However, Members believed that in order to raise the profile of the emerging Local Plan review, particularly with fellow Borough Councillors, town/parish councils and therefore local community members that the Borough Council should to above and beyond the minimum requirements set out in the regulations.

The report set out the process the Local Plan Review, a consideration of the content, what the regulations required, and a suite of recommendations were provided in order to meet Members aspirations.

The Panel's attention was drawn to the key issues set out in the report.

The Portfolio Holder – Development, Planning Policy Manager and Principal Planner (Policy) responded to questions in relation to proposed external communications and differences to previous communications undertaken. It was explained that an all Member briefing would be held to make Borough Councillors aware the process of the Local Plan Review to discuss with Parish and Town Councils and any statutory bodies in their area. A zoom meeting would be scheduled with Parish and Town Councils. Members could be provided with a printed version of the document. Post Council it was explained that extra time would be allowed for representations to be made. The Planning Policy Manager invited Member to forward any additional items for external communication in accordance with the Regulations.

Under Standing Order 34, Councillor Morley addressed the Panel.

The Portfolio Holder, Development advised that he would address the points made by Councillor Morley in relation to the benefits of the Local Plan to the Member Briefing and Zoom meeting with both Parish and Town Councils.

The Chair thanked officers for the informative report and the Portfolio Holder, Development for his contribution to the debate.

RESOLVED: The Panel endorsed the report and the suite of measures proposed to maximise exposure of the Local Plan review with members, town/parish councils, local communities and others.

CP200 **CABINET FORWARD DECISIONS LIST**

[Click here to view a recording of this item on You Tube](#)

The Chair invited the Panel to identify any items for consideration to be placed on the future work programme.

CP201 **PANEL WORK PROGRAMME**

[Click here to view a recording of this item on You Tube](#)

The Chair invited the Panel to forward any items for consideration for the future work programme.

The following item was identified by Councillor P Beal:

- Water and Trade Waste, Hunstanton Promenade.

CP202 **DATE OF NEXT MEETING**

The next meeting of the Corporate Performance Panel will take place on 17 February 2021 at 3 pm in the Remote Meeting Room Zoom.

CP203 **EXCLUSION OF PRESS AND PUBLIC**

[Click here to view a recording of this item on You Tube](#)

RESOLVED: 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 Part 1 of Schedule 12A to the Act.

CP204 **EXEMPT REPORT: KLIC SETTLEMENT AGREEMENT AND REPAYMENT PLAN**

The Assistant Director Property and Projects presented the exempt report and responded to questions and comments from the Panel.

The Leader thanked the Assistant Director and his team for the work involved with regard to the Settlement Agreement and Repayment Plan.

The meeting closed at 4.26 pm

Major Housing Project

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Dale Gagen
Assistant Director – Companies & Housing Delivery

Background on The Major Housing Project

1. When was the Major Housing project conceived
2. Why was the Project was started
3. How was the Project developed
4. What was the procurement route
5. How does the contract work
6. Who is the Developer
7. How is risk managed

Current Delivery

Site	Property Numbers	Completion Date	Notes	Contractor
NORA Phase 1		2015	JV with NCC	Carters
NORA Phase 2		2017	JV with NCC	Carters
NORA Phase 3		2019	JV with NCC	Lovell
Orchard Place		2019	Major Housing Contract	Lovell
Dewside		2020	Major Housing Contract	Lovell
Cowper Place		2021	Major Housing Contract	Lovell
NORA Phase 4		Ongoing	Major Housing Contract - Piling Starts April 2021	Lovell

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Parkway

379 units over 12 phases



A development of 379 new homes together with associated roads and infrastructure, and a new vehicular bridge over the sand line rail line providing pedestrian, cycle and vehicular links from the Hardwick Industrial Estate

Parkway – funding the scheme

Project Cost	£88,771,000
Income	
Open Market Sales	£44,890,000
Private Rental Sector	£22,071,000
Affordable Units	£6,330,000
Grants	£10,113,000
Land Receipts	£5,937,000
Surplus	£570,000

Fund	Claim
Business Rates Pool - 035	£200,000
Business Rates Pool - 034	£1,878,000
Homes England - Accelerated Construction Programme	£3,035,000
Towns Investment Plan	£5,000,000

Parkway – partners

Lovell Partnerships

House and road build

Fielden & Maswon Architects

Scheme design

Mott MacDonald

Ecology

Bridge design

Air quality / noise surveys / traffic modelling

Ground conditions

Norfolk County Council

Bridge and road build

Royal Haskoning DHV

Estate Road engineering

Estate drainage and sewers design

IDB

Stantec modelling



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Parkway – planning

Committee 31st March 2021

232 public comments and petition

The site measures approximately 19.5 hectares

Multi Use Games Area and play areas

Homes will have air source heat pumps and, where house type and plot orientation allow, will be fitted with solar panels. All garages will include electric charging 3 points

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Tenure	1bed house	2bed house	3bed house	4bed house	1bed flat	2bed flat	Total
Affordable Rent	11	9	8	2	0	9	39
Open Market	0	56	88	45	0	0	189
Private Rent (PRS)	0	33	47	4	26	24	134
Shared Ownership	0	8	9	0	0	0	17
Total	11	106	152	51	26	33	379



Parkway Development – Ecology

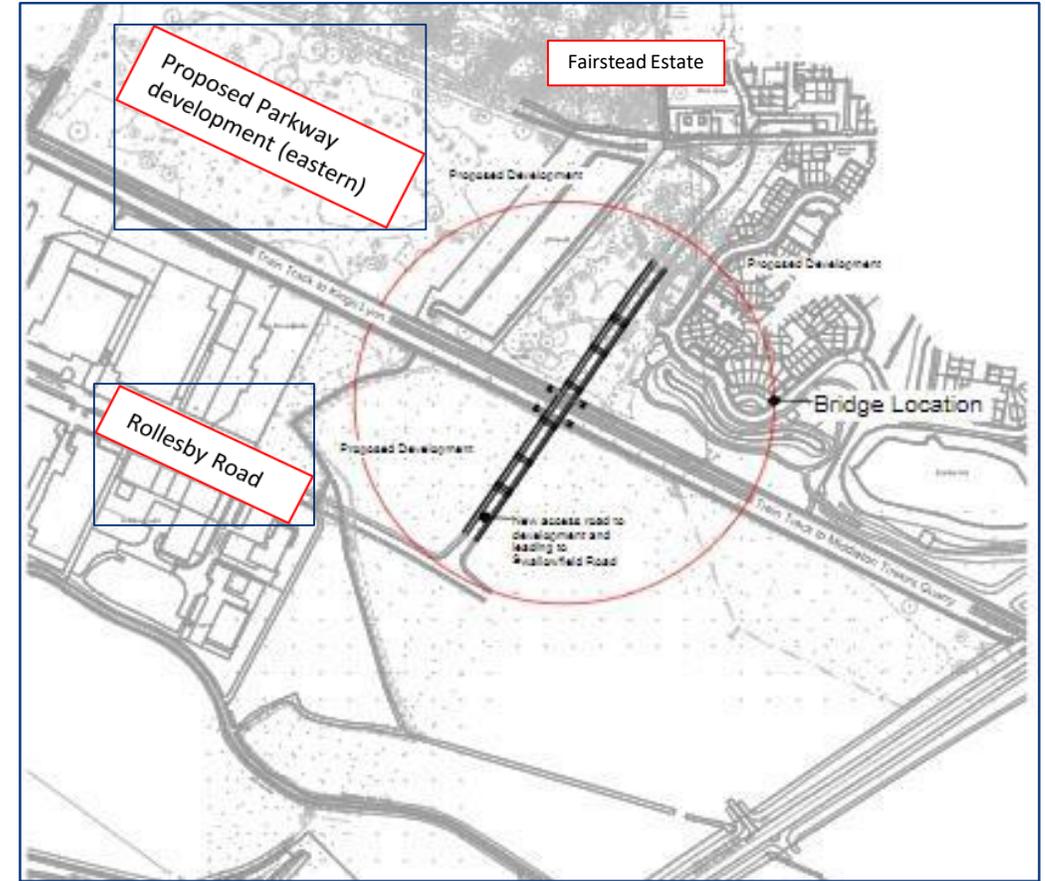
Ecology supporting statements undertaken by Mott MacDonald including:-

- Reptile Report
- Bat Report
- Breeding Bird Report
- Great Crested Newt Report
- Reptile Fencing Methodology
- Noise – impact from railway & industrial estate
- Traffic & air quality assessment
- Water Vole Report & Licence Application

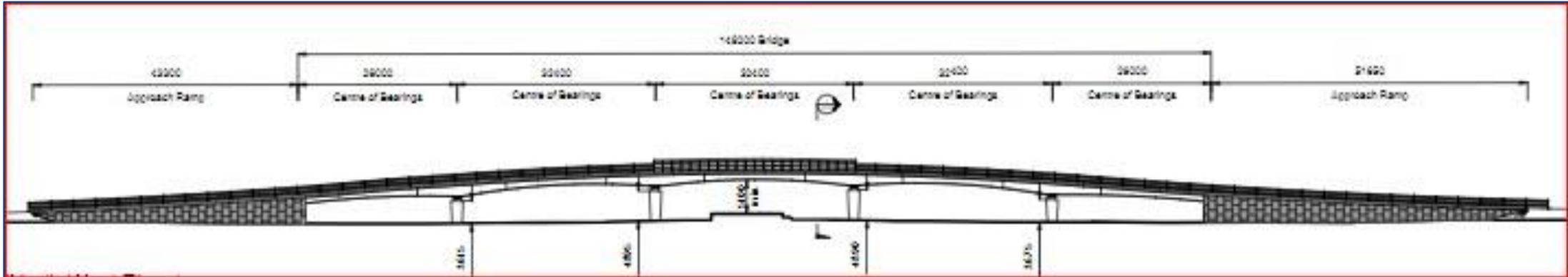
Parkway Bridge Project

Road bridge over rail line linking Parkway development with Fairstead & Hardwick

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Parkway Development - Bridge



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- NCC to design and deliver bridge and infrastructure works in partnership with BCKL&WN
- Spans Network Rail line from Kings Lynn to Leziate sand pits (Sibelco UK)
- Provides traffic route from Parkway development south to Hardwick industrial area
- Provides emergency access & footway/cycle link north to Fairstead housing
- Five spans a total of 150m long excluding approach ramps
- 6.0m carriageway
- 3.0m combined footway/cycleway
- 2.0m footway

Salters Road

78 units, Freebridge

Homes England Accelerated Construction Programme funding - £2,000,000

Lovell Partnerships

House and road build

Saunders Boston Architect

Scheme design

Freebridge Community Housing

Purchase the whole site once build complete

Remaining plots over 15% policy will be affordable

Committee before April 2021

Policy CS09 – 15% affordable housing

12 units – 8 rent, 4 shared ownership

Electric Vehicle (‘EV’) charging points will be installed as part of the development to 29 of the 78 dwellings

Ground conditions - difficult

Milestone	GFA Date
Start Date	January 2019
Project Completion Date	31 st December 2022
Completion of the Development Works	30 th June 2021
Start on site of housing development	30 th April 2021
Start on site of first housing unit (foundations laid)	30 th June 2021
Practical completion (Building Control sign-off final housing unit).	31 st December 2022



NORA 4



Tenure	2-bed house	3-bed house	Total
Affordable Rent	6	5	11
Open Market	18	19	37
Private Rent (PRS)	26	26	52
Shared Ownership	2	3	5
Total	52	53	105

NORA 4: cont. – Milestones and Project Profile

What	When	Status
Planning Submission	May 2020	Completed
Contract Signature	October 2020	Completed
Start on Site	October 2020	Completed
Planning Approval	November 2020	Completed
S106 Agreement	November 2020	Completed
Ground Stabilisation	October 2020 - April 2021	In Progress
Piling	April - July 2021	Scheduled
Plot Completion	November 2021 - May 2023	Scheduled

- Part of the Major Housing Project, with Lovell Partnerships Limited;
- Part of the Accelerated Delivery Programme;
 - Homes England's grant (£1,340,000) to be spent by 31st March 2021 (secured);
 - Pace of 7-8 units/ week;
- Part of the Millennium Communities Programme:
 - 31 units (c. 30%) to have Photovoltaic Panels;
 - Extra 29 units 'EV ready'.



NORA 4: cont. – Budget

Item	Original* Aug-2018	Contract Commencement Oct-2020
Revenue	14,503,000	18,966,000
Costs	14,090,000	18,512,000
Profit/ Loss	-37,000	454,000
Lovell's 10%	-	45,000
Land Value Adjustment	1,403,000	1,229,000
Net Surplus	1,365,000	1,728,000

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*95 units originally (modular) – 105 units currently (traditional)

Lynnsport 1



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Viability: March 2021
Planning: April 2021
Decision & Start on Site:
November 2021

Tenure	1-bed house	2-bed house	3-bed house	4-bed house	Total
Affordable Rent	6	4			10
Open Market		13	28	22	63
Private Rent (PRS)		10	9		19
Shared Ownership		2	2		4
Total	6	29	39	22	96

Bus Station / Library Site

- Redevelopment of Bus Station / Former NCC Library
- Delivery of new flats, retail unit, public toilets & library
- ²⁶Erection of new high quality on-street bus shelters
- Refurbishment of Valentine Road office to house temporary library for duration of works



<u>Property Numbers</u>	
Private	38
Affordable	9
Total Units	47
<u>Revenue</u>	
Homes England Grant	799,680
Retail unit	96,750
Private	8,900,000
Affordable	963,000
Total Receipts	10,759,430
<u>Costs</u>	
Build Costs - Housing Units	8,791,853
Library	254,162
Retail Unit	20,505
Public Toilet	59,696
Shelters	75,000
Other Costs	77,912
Development Expenses	554,801
Sales & Marketing	116,875
Land Payment	283,910 Based on 3.19% of sales
CIL/S106	210,000
Finance costs	140,417
Total costs	10,585,131
<u>Profit / (Loss)</u>	174,299
Land value adjustment	371,600
	Line 18 plus Freehold value of site
Net Surplus	545,899
Rate of return	5.30%



Southend Road Carpark

- Redevelopment of Borough Council Carpark (100 spaces)
- Delivery of 32 x new flats
- Reconfiguration of adjacent carpark / coach park to mitigate parking impact.



Description	Appraisal	Notes
	£	
Property Numbers		
Private	26	
Affordable	6	
Total Units	32	
Revenue		
Homes England Grant	520,000	
Private	6,135,000	
Affordable	617,000	
Total Receipts	7,272,000	
Costs		
Build Costs - Housing Units	5,737,133	
Other Costs	51,650	
Development Expenses	386,845	
Sales & Marketing	80,438	
Land Payment	195,710	
		Based on 3.19% of sales
CIL/S106	206,216	
Finance costs	88,384	
Total costs	6,746,376	
Profit / (Loss)	525,624	
Land value adjustment	255,710	
		Line 18 plus Freehold value of site
Net Surplus	781,334	
Rate of return	11.93%	



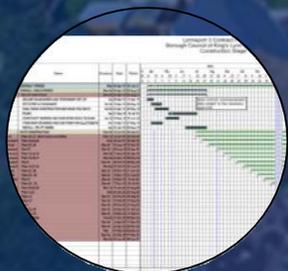
CLERK OF WORKS

“THE ROLE IS PRIMARILY TO REPRESENT THE INTERESTS OF THE CLIENT IN REGARD TO ENSURING THAT THE QUALITY OF BOTH MATERIALS AND WORKMANSHIP ARE IN ACCORDANCE WITH THE DESIGN INFORMATION SUCH AS SPECIFICATION AND ENGINEERING DRAWINGS, IN ADDITION TO RECOGNIZED QUALITY STANDARDS.”

WE ARE THE EYES AND EARS OF THE DEPARTMENT ON SITE !



COMMUNICATION WITH OTHER CONSTRUCTION STAFF, SUCH AS CONTRACTORS, ENGINEERS AND SURVEYORS IS ESSENTIAL USING OUR TECHNICAL UNDERSTANDING



COORDINATE PROJECT TIMESCALES, INFORMATION, S106, BUDGETS TO ASSIST THE PROJECTS OFFICERS IN MEETING IMPORTANT DEADLINES.



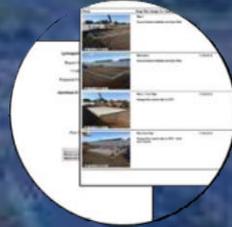
CLERK OF WORKS contd.



INSPECTION OF STAGES OF THE CONSTRUCTION, LOOKING AT MEASURING AND SAMPLING BUILDING MATERIALS TO CHECK THEIR QUALITY



KEEPING UP TO DATE WITH NHBC STANDARDS ALLOWS US TO MAINTAIN A GOOD QUALITY ON SITE



WE ENSURE AN AUDIT TRAIL OF REPORTING FROM ALL THE CONSTRUCTION PHASES, RECORDING ALL WORKS PROGRESS, ISSUES OR GOOD PRACTISE WITH OUR REPORTING SOFTWARE - SNAGBRICKS



WHEN ISSUES AND DEFECTS ARE IDENTIFIED WE WORK WITH THE CONTRACTOR AND DESIGNERS TO SUGGEST WAYS TO CORRECT THEM AND OVERCOME ANY ISSUES



TO ANSWER QUERIES FROM DEVELOPERS, INTERNAL DEPARTMENTS, MEMBERS OF THE PUBLIC AND ANY OTHER RELEVANT AGENCIES IN RELATION TO THE ONGOING PROJECTS



Project Support

The role covers various aspects, including but not limited to:

- Management of emails and calendar for Assistant Director
- Assistance to the Assistant Director and wider team with the production of reports, presentations etc
- Note-taking in meetings and distribution of said notes
- Oversight of the Corporate Projects filing system
- Responsibility for the payment of invoices and recording of the same
- Administration of the Help To Buy scheme (under Kiley's Management)
- Reconciliation of income – house sales monies, help to buy monies and deposits/inspirations
- Producing and updating the web pages for our projects
- Arranging for the signing/sealing of sales contracts
- Liaison with Gateley (our solicitors) and Lovell for house sales
- Checking the Land Registry for any ownership/boundary queries for our sites
- Dealing with queries from Members, members of the public and other Council departments



Help To Buy 2021 -2023

Help To Buy is a Government initiative first introduced in 2013 to assist home buyers with up to 20% of the purchase price of their home by way of an equity loan which is interest free for the first 5 years. From April 2021 there is a 'new' 2 year scheme (extension).

The main features of the 'new' scheme are:

That the buyer MUST be a first time buyer and never have owned property of any kind, anywhere in the world. (This was not the case prior to April 2021)

An equity loan price cap of £407,000 for the East of England.

To be eligible for the Help To Buy scheme the Borough Council has signed an agreement with Homes England and has stipulated Gateley Legal as our solicitors.

We have submitted an annual forecast to Homes England for Help To Buy funding for 2021-2022 and are required to complete 2 forecasts per month to confirm ongoing funding requirements. Additionally, the annual forecast can be updated to request more or less funding depending on changes to the market/Council strategy.

We have had the following H2B take up to March 2021:

NORA (1,2,3) – 59% = £3,158,600.20 funding
Marsh Lane – 69% = £3,327,405.00 funding
Lynnsport 4/5 – 81% = £2,433,400.00 funding
Lynnsport 3 – 96% = £1,003,480.00 funding

TOTAL = £9,922,885.20 across 242 house sales



POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Corporate Performance Panel		
DATE:	31 March 2021		
TITLE:	Corporate performance monitoring update Q3 2020/21		
TYPE OF REPORT:	Monitoring		
PORTFOLIO(S):	Performance		
REPORT AUTHOR:	Ged Greaves, Senior Policy and Performance Officer		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	No

REPORT SUMMARY/COVER PAGE

PURPOSE OF REPORT/SUMMARY:
<p>The council's performance management framework has historically included performance monitoring and reporting of performance. Performance monitoring reports have been presented to the Corporate Performance Panel.</p> <p>A Covid-19 Recovery Strategy was agreed by Council on 8 October 2020. This report provides an update on the corporate performance monitoring indicators for the Recovery Strategy for the 2020/21 year.</p>
KEY ISSUES:
<p>Indicators have been included to monitor key council services and impacts on borough wide issues. These indicators are linked to the Covid-19 Recovery Strategy and are grouped under the Corporate Business Plan's priorities. Forecasting and target setting are very challenging given uncertainties relating to Covid-19 and its consequences for the community and economy. Comparative data has been included where available along with an indication of trend.</p> <p>The Corporate Performance Panel monitors all indicators to provide a corporate overview of performance. Environment and Community and Regeneration and Development Panels may request the monitoring of appropriate performance indicators to be included within their respective work programmes.</p> <p>Members will be aware that the council's response to Covid-19 continued over quarter 3 and was ramped up again in response to national measures and preparations for the vaccination programme. Resources were refocused from recovery to concentrate on response activities and indicators that are heavily influenced by external factors were anticipated to deteriorate over Q3 and into 2021 subject to the impact of national and local economic recovery.</p>
OPTIONS CONSIDERED:
Not applicable as this is a monitoring report.
RECOMMENDATIONS:
The Panel is asked to review and note the council's performance indicators for Q3 of the 2020/21 financial year. Performance against these indicators will continue to be reported to the Corporate Performance Panel via periodic updates.
REASONS FOR RECOMMENDATIONS:
The Corporate Business Plan and Covid-19 Recovery Strategy set the framework for the council's work for 2020 through to 2024. Members should use the information within the monitoring report to review progress on the agreed indicators and satisfy themselves that performance is at an acceptable level. Where progress is behind schedule members can seek additional information to explain variances however, available officer capacity will be limited given the priority of supporting the Covid-19 response.

1. Introduction

- 1.1 The council's performance management framework includes quarterly monitoring and reporting of performance.
- 1.2 The council monitors a range of indicators from across directorates as a form of corporate assurance, to demonstrate efforts to continuously improve services and to track progress with the Covid-19 Recovery Strategy.
- 1.3 The indicators to be monitored have been selected following consultation with senior officers and portfolio holders.
- 1.4 Processes are put in place to produce the required information by relevant services, and the information is then collated and analysed centrally by the Performance team.
- 1.5 The collated information is used to produce an overarching report which is presented to the Corporate Performance Panel and is made available to all councillors for information on the council's intranet known as Insite.
- 1.6 Following a scrutiny review in 2017/18, panels have been considering the performance indicators that relate to their remit and monitor progress in line with corporate objectives. Therefore, both the Environment and Community and Regeneration and Development Panels can consider those indicators relevant to their remit and may seek further information on the performance of specific indicators as part of their work programmes. The Corporate Performance Panel continues to monitor all indicators in order to ensure a corporate overview of performance is maintained.
- 1.7 The performance indicators and targets will be reviewed following any future changes to the council's Corporate Business Plan and Covid-19 Recovery Strategy.

2. Indicators for the 2020/21 year

- 2.1 The report to the Panel's November 2020 meeting covered revisions to the indicator suite that has been rationalised to 46 measures.
- 2.2 The indicators are grouped using the Corporate Business Plan priority framework as some indicators span portfolio responsibilities.
- 2.3 This report covers the 2020/21 Q3 period and RAG (Red, Amber, Green) and trend information is included.
- 2.4 Comments were made about three aspects of the indicator suite at the Panel's meeting on 11 November 2020. Indicators relating to Financial reporting are under consideration but this work is delayed given the focus on supporting the Covid-19 response.
- 2.5 Members also queried the absence of climate change indicators. A climate change strategy is in development and will include performance measures. Once the strategy is approved, the relevant measures can be added to the corporate indicator suite.
- 2.6 Finally, Environment and Community Panel had received a presentation on the Disabled Facilities Grant indicators and had considered that they were not a useful measure of council performance due to delays caused by factors beyond the council's direct influence. These indicators are being reconsidered but this work is delayed given the focus of staff and partners on supporting the Covid-19 response.

3. Issues for the panel to consider

Members should note that the indicators have been discussed and agreed by senior officers and portfolio holders. These indicators will form the basis of the corporate performance monitoring report for the 2020/21 year. Appendix A includes the latest performance data.

4. Corporate priorities

Performance indicators are developed to monitor key activities which directly relate to the achievement of the council's Covid-19 Recovery Strategy and Corporate Business Plan 2020 to 2024.

5. Financial implications

None.

6. Any other implications/risks

None.

7. Equal opportunity considerations

None.

8. Environmental considerations

The Corporate Business Plan 2020 to 2024 includes a priority of "Protecting and enhancing the environment including tackling climate change". The revised indicator suite incorporates measures that relate to the council's carbon footprint such as the council's energy usage and broader environmental issues via measures of waste collection, recycling and composting.

9. Consultation

Management Team, senior officers and portfolio holders.

11. Conclusion

The panel is asked to review and note the indicators set out in Appendix A.

12. Background papers

- Corporate Business Plan 2020 to 2024
- Covid-19 Recovery Strategy

Q3 2020-21 Corporate Recovery Performance Indicators

Indicator performance is better than previous year
 Indicator performance is worse than previous year
 No comparative data

Priority 1 - Focus on delivery

Ref	Name	Quarter 1 2020/21			Quarter 2 2020/21			Quarter 3 2020/21			Q3 2020/21 cumulative performance	Q3 2019/20 cumulative performance	2019/20 full year	Comments/Trend
		April	May	June	July	August	Sept	Oct	Nov	Dec				
1.1	Average no of working days lost due to sickness absence per FTE employee - including both COVID-19 and non-COVID-19 related absence	0.71	1.23	1.89	2.65	3.35	4.12	4.96	5.76	6.63	6.63	New indicator for 2020/21	No trend line due to data being cumulative	
1.2	Average no of working days lost due to sickness absence per FTE employee - excluding COVID-19 related absence	0.69	1.00	1.85	2.36	3.34	3.77	4.61	5.40	6.23	6.23	New indicator for 2020/21	No trend line due to data being cumulative	
1.3	% of short term sickness - for both COVID-19 and non-COVID-19 related absences	29%	27%	32%	30%	29%	31%	31%	33%	33%	33%	New indicator for 2020/21		
1.4	% of short term sickness - excluding COVID-19 related absence	30%	23%	33%	30%	29%	31%	31%	33%	33%	33%	New indicator for 2020/21		
1.5	% of supplier invoices paid within 30 days	100%	100%	99%	99%	98%	97%	98%	96%	99%	99%	98%	98%	
1.6	% of local supplier invoices paid within 10 days	100%	98%	97%	98%	99%	98%	97%	91%	97%	98%	90%	89%	
1.7	% of Council Tax collected against target (cumulative)	9%	19%	28%	37%	46%	55%	65%	74%	83%	83%	84%	98%	No trend line due to data being cumulative
1.8	% of Business Rates collected against target (cumulative)	8%	20%	27%	38%	50%	55%	64%	73%	81%	81%	84%	98%	No trend line due to data being cumulative
1.9	Number of digital and self-service transactions (web chats, online forms and Myaccount) benchmarked against pre-Covid 19 levels	6,450	3,641	3,359	3,478	3,379	3,093	2,855	3,837	2,467	32,559	27,728	38,462	

Priority 2 - Delivering growth in the economy and with local housing

Ref	Name	Quarter 1 2020/21			Quarter 2 2020/21			Quarter 3 2020/21			Q3 2020/21 cumulative performance	Q3 2019/20 cumulative performance	2019/20 full year	Comments/Trend
		April	May	June	July	August	Sept	Oct	Nov	Dec				
2.1	Job seekers allowance claimant rate	489	525	581	595	578	567	504	483	463	463	288	278	
2.2	No in employment claiming Universal Credit	2,881	3,578	3,923	4,020	4,105	4,319	4,483	4,544	4,628	4,628	1,673	1,888	
2.3	% of rent achievable on industrial units	91.92%	91.92%	92.31%	92.32%	92.32%	92.05%	91.06%	91.05%	92.58%	92.58%	90.02%	90.28%	
2.4	% of rent arrears on industrial estates	10.78%	11.25%	12.07%	14.01%	19.09%	18.63%	18.65%	18.78%	13.60%	13.60%	3.74%	5.50%	
2.5	% of rent achievable on retail/general units	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	90%	
2.6	% of rent arrears on retail/general units	8.95%	16.58%	18.71%	22.16%	22.3%	27.18%	22.26%	29.11%	24.94%	24.94%	3.93%	6.28%	
2.7	Total value of payments paid to local suppliers	£404,592	£277,770	£303,000	£551,550	£405,453	£526,452	£657,671	£475,020	£466,575	£4,068,083	£3,431,877	£4,512,575	
2.8	Number of new homes delivered	13	9	24	13	16	3	137	13	8	236	471	591	
2.9	Number of planning applications received	137	116	168	181	171	181	198	202	170	1,524	1,494	1,963	

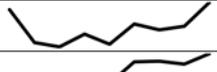
Q3 2020-21 Corporate Recovery Performance Indicators

Ref	Name	Quarter 1 2020/21			Quarter 2 2020/21			Quarter 3 2020/21			Q3 2020/21 cumulative performance	Q3 2019/20 cumulative performance	2019/20 full year	Comments/Trend
		April	May	June	July	August	Sept	Oct	Nov	Dec				
2.10	% of decisions on applications for major development that have been overturned at appeal, measured against total number of major applications determined	1.04%	0.00%	0.00%	0.98%	0.98%	0.93%	0.94%	0.93%	0.95%	0.93%	2.40%	1.00%	
2.11	% of decisions on applications for non-major development that have been overturned at appeal, measured against total number of non-major applications determined	0.71%	0.59%	0.59%	0.56%	0.63%	0.66%	0.73%	0.73%	0.70%	0.70%	1.10%	0.61%	

Priority 3 - Protecting and enhancing the environment including tackling climate change

Ref	Name	Quarter 1 2020/21			Quarter 2 2020/21			Quarter 3 2020/21			Q3 2020/21 cumulative performance	Q3 2019/20 cumulative performance	2019/20 full year	Comments/Trend
		April	May	June	July	August	Sept	Oct	Nov	Dec				
3.1	Electricity usage (kWh) across Council sites	217,704	199,086	274,067	203,099	261,120	393,397	331,196	269,917	465,126	2,614,712	3,898,619	5,262,803	
3.2	Total tonnage of waste recycled and composted	2,607	2,494	2,447	2,844	2,271	2,778	2,245	2,241	1,587	21,514	22,118	28,034	
3.3	No of brown bins in use for composting	26,950	27,542	27,716	27,885	28,022	28,194	28,222	28,247	28,231	28,231	26,949	26,551	
3.4	Total tonnage of commercial waste	133.04	160.36	165.82	152.82	195.89	151.11	146.34	169.90	124.11	1399.39	1486.94	1876.65	

Priority 4 - Improving social mobility and inclusion

Ref	Name	Quarter 1 2020/21			Quarter 2 2020/21			Quarter 3 2020/21			Q3 2020/21 cumulative performance	Q3 2019/20 cumulative performance	2019/20 full year	Comments/Trend
		April	May	June	July	August	Sept	Oct	Nov	Dec				
4.1	No of days to process new benefit claims	10.82	9.02	8.79	9.49	8.93	10.04	9.72	9.91	11.23	9.81	13.00	12.98	
4.2	No of days to process changes of circumstances	6.09	8.99	7.76	5.24	8.01	12.08	12.25	11.67	13.68	9.24	12.00	10.29	
4.3	No in temporary accommodation - bed and breakfast	-	-	1	-	-	17	-	-	16	34	54	61	Quarterly monitoring
4.4	Spend on bed and breakfast accommodation (gross)	-	-	£637	-	-	£5,470	-	-	£11,485	£17,592	£36,814	£43,441	Quarterly monitoring
4.5	No of households with a homelessness declaration	-	-	26	-	-	109	-	-	184	319	350	477	Quarterly monitoring
4.6	No of households prevented from becoming homeless for a minimum of 6 months	-	-	5	-	-	12	-	-	24	41	23	30	Quarterly monitoring
4.7	No of households accepted as homeless with a need to be rehoused (Full housing duty)	-	-	4	-	-	7	-	-	8	19	30	34	Quarterly monitoring
4.8	% of cases who were offered a prevention and relief duty who remain homeless and are owed no further duty.	-	-	10.3%	-	-	25.0%	-	-	4.0%	To follow	43.1%	33.7%	Quarterly monitoring
4.9	No of rough sleepers and those at significant risk	-	-	4	-	-	9	-	-	To follow	To follow	0	5	Snap shot figure on 31/12/20
4.10	No of social housing lettings	-	-	36	-	-	64	-	-	84	184	421	510	Quarterly monitoring

Priority 5 - Creating and maintaining good quality places that make a positive difference to people's lives

Ref	Name	Quarter 1 2020/21			Quarter 2 2020/21			Quarter 3 2020/21			Q3 2020/21 cumulative performance	Q3 2019/20 cumulative performance	2019/20 full year	Comments/Trend
		April	May	June	July	August	Sept	Oct	Nov	Dec				
5.1	Number of crime incidents within the Borough	605	712	782	913	1,047	813	884	816	755	7,327	6,040	8,410	
5.2	Number of anti social behaviour incidents within the Borough	351	343	267	263	206	186	155	121	102	1,994	1,732	2,229	
5.3	No of fly tipping incidents recorded	125	88	99	92	73	75	84	97	84	817	897	1,261	
5.4	King's Lynn car park revenue	£19,938	£18,445	£72,200	£185,455	£175,153	£191,654	£206,470	£94,713	£163,952	£1,127,980	£2,312,326	£2,864,048	
5.5	Heacham, Hunstanton, Burnham Market car park revenue	£3,746	£59,010	£119,260	£208,699	£256,360	£169,414	£81,026	£13,093	£13,117	£923,725	£944,815	£1,036,754	
5.6	King's Lynn long stay car parking tickets purchased	484	993	3,136	7,521	10,219	9,397	9,370	4,019	7,788	52,927	99,588	124,890	
5.7	King's Lynn short stay car parking tickets purchased	5,784	8,511	23,827	47,761	62,810	57,504	59,778	24,134	55,590	345,699	679,816	854,658	
5.8	No of visits to Visit West Norfolk website	10,148	10,259	9,069	64,391	18,056	12,109	9,903	7,308	9,761	151,004	102,345	146,526	

Priority 6 - Helping to improve the health and wellbeing of our communities

Ref	Name	Quarter 1 2020/21			Quarter 2 2020/21			Quarter 3 2020/21			Q3 2020/21 cumulative performance	Q3 2019/20 cumulative performance	2019/20 full year	Comments/Trend
		April	May	June	July	August	Sept	Oct	Nov	Dec				
6.1	% of Careline alarms installed within 10 days from date of enquiry	100%	98.0%	95.5%	95.1%	100%	97.4%	92.2%	86.7%	100%	96.0%	90.3%	91.7%	
6.2	Hospital to Home - number of bed days saved	Data to commence from November 2020							75	65	140	New indicator for 2020/21		
6.3	Number of referrals to Lily	637	223	24	7	2	5	29	11	27	965	249	352	
6.4	Number of unique website visitors for Lily	3,317	2,461	2,339	2,812	2,425	2,686	2,749	2,542	2,255	23,586	23,632	36,018	

FORWARD DECISIONS LIST

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
16 March 2021						
	Norfolk Strategic Planning Framework document (v3 2020)	Key	Cabinet	Development Exec Dir – G Hall		Public
40	Salters Road, King's Lynn	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Southend Road, Hunstanton	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Standing Order referrals back from Council	Non	Council	Leader Monitoring Officer		Public
	Public Sector Decarbonisation Scheme	Key	Cabinet	Climate Change and Commercial Services Asst Dir – Env and Planning		Public
	Creation of CIL spending Panel	Non	Cabinet	Development Monitoring Officer		Public

	The provision of Internal Audit services	Non	Cabinet	Leader Asst Dir M Drewery		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
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Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
10 May 2021						
41	Parkway	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Lynnsport one	Key	Council	Project Delivery Asst Dir Companies & Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Fens Biosphere	Non	Cabinet	Climate Change and Commercial Services Asst Director – S Ashworth		Public
	Food Waste Collection	Key	Council	Environmental Services and Public Protection		Private - Contains exempt

				Asst Dir Operations and Commercial – M Chisholm		Information under para 3 – information relating to the business affairs of any person (including the authority)
	Town Deal	Key	Cabinet	Business Development Asst Dir Housing & Place – D Hall		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
15 June 2021						
	Revenue Outturn 2020/2021	Key	Cabinet	Leader Asst Dir - M Drewery		Public
	Capital Programme and Resources 2020-2025 Outturn	Key	Cabinet	Leader Asst Dir - D Drewery		Public
	Tree Planting Strategy	Non	Cabinet	Climate Change and Commercial Services Asst Director – S Ashworth		Public
	Local Plan Review Documentation – Pre Submission	Key	Council	Development Exec Dir – G Hall		Public
	Norfolk Strategic Planning Framework – Green	Key	Cabinet	Development Exec Dir – G Hall		Public

	Infrastructure and Recreational Impact Avoidance and Mitigation Strategy (GI / RAMS)					
	Pay Award 2021-22	Non	Cabinet	Leader Exec Dir – D Gates		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
3 August 2021						
43	Update to the Major Project Board Terms of reference	Non	Cabinet	Leader Asst Dir Property & Projects – M Henry		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
21 September 2021						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
16 November 2021						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
11 January 2022						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
8 February 2022						
	Budget	Key	Council	Leader S151 Officer Asst Dir Resources		Public
	Capital Programme	Key	Council	Leader S151 Officer Asst Dir Resources		Public
	Treasury Management Strategy	Key	Council	Leader S151 Officer Asst Dir Resources		Public
	Capital Strategy	Key	Council	Leader S151 Officer Asst Dir Resources		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
15 March 2022						

CORPORATE PERFORMANCE PANEL WORK PROGRAMME 2021/2022

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
2 June 2021	Appointment of Vice-Chair			To appoint a Vice-Chair for the Municipal Year 2021/2022.
2 June 2021	Call-in (if any)			
2 June 2021	Procurement Strategy		T Hague	
2 June 2021	Nominations to Outside Bodies and Partnerships – Hunstanton Sailing Club	Appointment to Outside Body		To appoint a representative.
2 June 2021	Report of the Informal Working Group on the Freedom of the Borough		S Winter	To consider the report from the Informal Working Group.
2 June 2021	Cabinet Forward Decisions List			
2 June 2021	Panel Work Programme			
2 June 2021	Exempt: KLIC Settlement Agreement and Repayment Plan	Quarterly Update	M Henry	Agreed on 2 September 2020 the Panel would receive quarterly updates.
21 July 2021	Call-in (if any)			
21 July 2021	Post Evaluation: H & M	Post Evaluation	M Henry	

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Agenda Item 12

21 July 2021	Persistent and Vexatious Customers		H Howell	
21 July 2021	Cabinet Forward Decisions List			
21 July 2021	Panel Work Programme			
1 September 2021	Call-in (if any)			
1 September 2021	Cabinet Forward Decisions List			
1 September 2021	Panel Work Programme			.
1 September 2021	Exempt: KLIC Settlement Agreement and Repayment Plan	Quarterly Update	M Henry	Agreed on 2 September 2020 the Panel would receive quarterly updates.
1 September 2021	Exempt Report: Hunstanton Sailing Club (Prior to receiving the update, the Panel to determine if the item should be discussed as an exempt report)	Annual Update	Councillor C Rose	The Panel to receive a report from the Borough Council's Representative (Councillor C Rose).
20 October 2021	Call-in (if any)			
20 October 2021	Formal Complaints against the Borough Council 1 April 2020 – 31 March 2021	Annual	Assistant to the Chief Executive	For information only.

	The number of compliments received also to be reported.			
20 October 2021	Cabinet Forward Decisions List			
20 October 2021	Panel Work Programme			
20 October 2021	Employment Monitoring Figures – Annual Report	Annual	B Box	For information only
8 December 2021	Call-in (if any)			
8 December 2021	Annual Communications Update	Annual Update	S Clifton, A Howell, J Hillard	
8 December 2021	Cabinet Forward Decisions List			
8 December 2021	Panel Work Programme			
19 January 2022	Call-in (if any)			
19 January 2022	Cabinet Forward Decisions List			
19 January 2022	Panel Work Programme			
19 January 2022	Exempt: KLIC Settlement Agreement and Repayment Plan	Quarterly Update	M Henry	Agreed on 2 September 2020 the Panel would receive quarterly updates.

3 March 2022	Call-in (if any)			
3 March 2022	Presentation on Improving Attainment in West Norfolk	Annual Update	B Box	To provide an update on the Improving Attainment in West Norfolk.
3 March 2022	EXEMPT: KLIC Settlement Agreement and Repayment Plan	Update	M Henry	To receive a quarterly update report.
13 April 2022	Call-in (if any)			
13 April 2022	Cabinet Forward Decisions List			
13 April 2022	Panel Work Programme			

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Forthcoming items to be programmed

- Town Hall Bar Proposal – N Gromett/M Chisholm will advise of date.
- Recording of Meetings (to be considered as part of the hybrid) date to be advised
- Water and Trade Waste, Hunstanton Promenade (Request from Councillor P Beal)
- Request from Councillor P Beal: Hunstanton TIC
- Request from Councillor A Ryves - A summary of the issue the performance of the council owned businesses, West Norfolk property, West Norfolk housing and Alive Leisure, and any other 100% owned or partially owned business which operate independently of the Council
- Projects under Portfolio Holder for Project Delivery
- Annual Sickness Monitoring Report
- Cabinet Report: Update to the Major Project Board Terms of reference (currently on Forward Decisions List for May 2021)

- Guidance in respect of Council Tax Support Scheme ahead of when it is presented to Council for approval – M Drewery
- Planning Sifting (last presented to CPP 22 July 2020).
- Scrutiny - to look at the compulsory statutory guidance and practice elsewhere.

Post Evaluation Review of Projects

- Cinema, Corn Exchange