

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



# **Corporate Performance Panel**

## **Agenda**

**Wednesday, 2nd June, 2021  
at 4.30 pm**

in the

**Assembly Room  
Town Hall  
Saturday Market Place  
King's Lynn**





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

Monday 24<sup>th</sup> May 2021

Dear Member

**Corporate Performance Panel**

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Wednesday, 2nd June, 2021 at 4.30 pm** in the **Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

**AGENDA**

**1. Appointment of Vice-Chair for the Municipal Year**

**2. Apologies**

**3. Minutes (Pages 6 - 11)**

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 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.

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

Nomination

**8. Nomination to Outside Body - Hunstanton Sailing Club (Pages 12 - 13)**

**9. Corporate Performance Monitoring Update - Full Year (Pages 14 - 19)**

**10. Committee Work Programme & Forward Decision List (Pages 20 - 28)**

To note the Work Programme.

**11. Date of Next Meeting**

To note that the date of the next meeting will take place on 21<sup>st</sup> July 2021 in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn.

**12. 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 paragraphs 1, 2 or 3 of Part 1 of Schedule 12A to the Act".

**13. EXEMPT - KLIC Settlement Agreement and Repayment Plan (Verbal Report)**

To:

**Corporate Performance Panel:** B Ayres, J Collop, I Devereux, C Hudson, J Kirk, C Manning, J Moriarty (Chair), C Morley, S Nash, S Patel, C Rose and D Tyler

**Relevant Portfolio Holders**

**Officers:**

Becky Box, Assistant Director

Matthew Henry, Assistant Director  
Honor Howell, Assistant to the Chief Executive

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK****CORPORATE PERFORMANCE PANEL**

**Minutes from the Meeting of the Corporate Performance Panel 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**

**PRESENT:** Councillors J Moriarty (Chair), B Ayres, P Beal, J Collop, I Devereux, A Dickinson, C Hudson, H Humphrey, S Spikings (substitute for C Manning), S Nash, C Rose and D Tyler.

**PRESENT UNDER STANDING ORDER 34:** Councillors J Rust, A Holmes, C Morley, A Ryves, C Joyce and A Kemp.

**MEMBERS OF THE REGENERATION AND DEVELOPMENT PANEL FOR CP214:** Councillors J Collingham, M de Whalley, B Jones, D Whitby and T Parish.

**OFFICERS:**

Becky Box – Assistant Director Central Services  
Dale Gagen – Assistant Director Companies and Housing Delivery  
Ged Greaves – Senior Policy and Performance Officer  
Matthew Henry – Assistant Director Property and Projects.

**CP205            WELCOME AND INTRODUCTION**

The Chair apologised for the delayed start to the meeting.

The Chair welcomed those present to the meeting and informed them that the meeting was being streamed live on You Tube.

[Click here to view the recording of the meeting.](#)

**CP206            APPOINTMENT OF VICE-CHAIR FOR THE MEETING**

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

**RESOLVED:** Councillor Dickinson was appointed Vice Chair for the meeting.

**CP207            APOLOGIES**

Apologies for absence were received from Councillor Manning.

**CP208            MINUTES**

**RESOLVED:** The minutes from the previous meeting were agreed as a correct record.

CP209            **DECLARATIONS OF INTEREST**

There was none.

CP210            **URGENT BUSINESS UNDER STANDING ORDER 7**

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

The Chair provided the Panel with information received the Minister of State for Regional Growth and Local Government which set out how virtual meetings would not be permitted beyond May 6<sup>th</sup> 2021. The Chair felt that it was important for the Panel to discuss the consequences of this and the way forward.

The Senior Policy and Performance Officer provided additional information on the legislation and explained that officers were currently looking at the way forward and this would be discussed with Members.

Councillor Kemp addressed the Panel under Standing Order 34 and asked the Panel to make strong recommendations to the Government to encourage virtual meetings to continue, as requiring officers and Councillors to come 'back into the room' presented many risks.

Councillor Ryves addressed the Panel under Standing Order 34 and stated that he hoped that meetings, either virtually, or in person, would continue to be recorded and available for the public to view online. Councillor Moriarty stated that this was on the Work Programme for the Panel to consider.

Councillor Beal commented that if the necessary precautions were taken, then meetings should be able to resume in person, especially now that vaccinations were being rolled out.

Councillor Humphrey stated that he preferred virtual meetings and would be comfortable with virtual meetings extending, but consideration would need to be given to dates of meetings, public participation and venues.

Councillor Dickinson reminded those present that not all officers and Members will have had their second vaccination by the time the provision for virtual meetings ended.

Councillor Joyce addressed the Panel under Standing Order 34. He referred to the statistics available on the amount of people vaccinated, and the risks associated with bringing meetings back 'in person'. He suggested that the Council lobby government to say that the provision should be extended, to include statistics and data. He also explained

that if meetings were held back in the room, they would have to be open to the public.

Councillor Rust addressed the Panel under Standing Order 34 and stated that public and Member participation in meetings had increased since they were held virtually. She also indicated that she would like to see a blended approach to meetings, where some Members were in the room and others could join virtually. She also made reference to large venues in the Borough which could be used to host meetings.

The Leader of the Council Councillor Long explained that officers would be looking at measures to ensure that council meetings were compliant with the Law and accessible. He explained that his priority was the safety of all of those involved in meetings.

The Chair also indicated that he would be calling a special Corporate Performance Panel meeting in due course to discuss further the implications for 'in person' meetings.

Councillor Morley addressed the Panel under Standing Order 34 and commented that any response to the government should highlight the amount of Members who were in the vulnerable category and the efficacy of the vaccine.

Councillor Parish commented that hybrid meetings would be a good first step in transitioning back into in person meetings.

**RESOLVED:**

Following the request from the Local Government Association, the Corporate Performance Panel requested that the Chief Executive and Monitoring Officer respond to Government highlighting that the change to physical meetings after 6<sup>th</sup> May is premature.

CP211            **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillors Holmes, Kemp, Morley, Joyce, Ryves and Rust.

CP212            **CHAIR'S CORRESPONDENCE**

There was none.

CP213            **CALL-IN**

CP214            **PROJECTS UNDER PORTFOLIO HOLDER FOR PROJECT DELIVERY**

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

The Assistant Director provided the Panel with an update on Major Projects. A copy of the presentation is attached.

Members of the Regeneration and Development Panel had been invited to the meeting for this item.

The Chair thanked the Assistant Director for his presentation and invited questions and comments from those present, as summarised below.

Councillor Morley addressed the Panel under Standing Order 34 and referred to the contract with Lovells and the Assistant Director provided detail of the procurement of the project and the contracts required.

In response to a question from Councillor Devereux, the Assistant Director outlined environmental technology, maintenance, and cost of units.

Councillor Beal referred to the Southend Road development and the Assistant Director outlined how the project was in line with the Hemingway report for Hunstanton development.

Councillor Ryves addressed the Panel under Standing Order 34. He referred to land values and the Assistant Director outlined the profit share mechanisms within the contract. Councillor Ryves also asked about risk management and the clerk of works and the Assistant Director outlined the role of the clerk of works, which was part of the conditions of the scheme.

The Leader of the Council, Councillor Long provided detail of the commercial developments carried out by the Council, the green spaces made available as part of the development and other additional benefits.

Councillor Gidney, the Portfolio Holder for Project Delivery outlined the importance of the Council delivering these types of projects and the benefits to them.

Councillor Joyce addressed the Panel under Standing Order 34. He made reference to the private rented sector, so that they could be an exemplar landlord. He also made reference to the type of properties available to rent and covenants. The Assistant Director provided detail of viability assessments, the properties available and explained that properties were not subsidised, but were made available to local people 'off plan', then placed on the open market.

Councillor Morley addressed the Panel under Standing Order 34 and asked about conflicts between the Council being a Local Planning Authority.

Councillor Ryves addressed the Panel under Standing Order 34 and the Assistant Director explained that a lot of other Councils were leading in development.

**RESOLVED:** The update was noted.

At 6.42pm the Panel had a five minute comfort break.

The Panel reconvened at 6.47pm and the Democratic Services Officer conducted a roll call.

CP215

**Q3 2020-2021 CORPORATE RECOVERY PERFORMANCE INDICATORS**

[Click here to view the recording of this item.](#)

The Senior Policy and Performance Officer presented the report and outlined the indicators which were on target, or underperforming. He provided details of the indicators which were below target.

The Chair thanked the Senior Policy and Performance Officer for the report and invited questions and comments from the Panel, as summarised below.

The Chair referred to the recycling targets and the end of the collection of food waste. He also noted the drop in Lily referrals and the Senior Policy and Performance Officer highlighted the additional support put in place because of the Coronavirus Pandemic and it may be worth the Panel receiving more information on this in the future.

Councillor Kemp addressed the Panel under Standing Order 34 and referred to the food waste targets and asked when food waste collections would continue. The Senior Policy and Performance Officer agreed to send the Panel further information on this.

Councillor Beal made reference to retail and the grants available to them. The Senior Policy and Performance Officer explained that lots of work and support was available to retail. The Assistant Director, Property Services explained the system in place for dealing with rent arrears and hardship requests.

Councillor Morley addressed the Panel under Standing Order 34 and made reference to climate change and asked what indicators would be incorporated for this. He also felt that changes should be made to the financial indicators. The Senior Policy and Performance Officer explained that a yearly review of indicators was carried out and comments of the Panel would be considered.

Councillor Dickinson reminded the Panel that the Audit Committee would carry out budget monitoring.

**RESOLVED:** The Panel reviewed and noted the council's performance indicators for Q3 of the 2020/2021 financial year. The Panel noted that the performance against these targets would continue to be reported to the Corporate Performance Panel via periodic update.

CP216            **CABINET FORWARD DECISIONS LIST**

Councillor Dickinson made reference to the Major Projects Board Terms of Reference.

**RESOLVED:** The Cabinet Forward Decisions List was noted.

CP217            **PANEL WORK PROGRAMME**

**RESOLVED:** The Panels Work Programme was noted.

CP218            **DATE OF NEXT MEETING**

The next meeting of the Corporate Performance Panel would take place on 2<sup>nd</sup> June 2021.

CP219            **EXCLUSION OF PRESS AND PUBLIC**

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**RESOLVED:** That under Section 100(A) 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.

CP220            **EXEMPT REPORT: KLIC REPAYMENT PLAN**

The Assistant Director, Property and Projects, provided the Panel with an update on the KLIC Repayment Plan and responded to questions from the Panel.

**RESOLVED:** The update was noted.

**The meeting closed at 7.26 pm**

**POLICY REVIEW AND DEVELOPMENT PANEL REPORT**

|                 |  |   |    |
|-----------------|--|---|----|
| REPORT TO:      | Corporate Performance Panel  |   |    |
| DATE:           | 2 <sup>nd</sup> June 2021  |   |    |
| TITLE:          | Nominations to Outside Bodies and Partnerships – Hunstanton Sailing Club Development Sub Committee |   |    |
| TYPE OF REPORT: | Operational  |   |    |
| PORTFOLIO(S):   | Leader – Councillor Stuart Dark  |   |    |
| REPORT AUTHOR:  | Rebecca Parker   |   |    |
| OPEN/EXEMPT     | OPEN   | WILL BE SUBJECT TO A FUTURE CABINET REPORT: | NO |

**REPORT SUMMARY/COVER PAGE**

|   |
|---|
| <b>PURPOSE OF REPORT/SUMMARY:</b>   |
| The Panel is invited to nominate a representative to participate in the outside bodies and partnerships which fall within the Corporate Performance Panel's remit; Hunstanton Sailing Club Development Sub Committee.   |
| <b>RECOMMENDATIONS:</b>   |
| <ol style="list-style-type: none"> <li>1. That a nomination be made by the Panel.</li> <li>2. That the reporting arrangements be noted, as shown in the report.</li> <li>3. That Council be requested to approve the nomination made by the Panel.</li> </ol> |
| <b>REASONS FOR RECOMMENDATIONS:</b>   |
| To ensure continued involvement in the community by the Council   |

**1.0 BACKGROUND**

- 1.1 The Cabinet at its meeting on 15 June 2021 will confirm a number of Cabinet appointments to outside bodies and partnerships. Further appointments will be made by the Council on 8<sup>th</sup> July 2019 in the following categories:
- Scrutiny and regulatory roles
  - Parish level representation, parished and unparished areas
  - General appointments

**2.0 INSURANCE COVER FOR BOROUGH COUNCILLORS**

**2.1** The Council's insurance will indemnify any employee or member arising from their service on the board or participation in the capacity of governor, officer, trustee, director, committee member or other official of any not-for profit entity other than the insured.

Provided always that:

- a) The service or participation by the employee or member is specifically requested by or under the specific direction of the insured.

- b) The insured is legally entitled to approve the service or participation and to indemnify the employee of member in respect of it.
- c) Any payment will only be made by the insurer for an amount in excess of any indemnification or insurance coverage provided by the not-for-profit entity or afforded from any other source and to which the employee or member is entitled.

2.2 When a member is appointed to serve on an outside body, they should also ensure that as well as completing the Register of Financial and Other Interest form, they should complete the annual "Related Party Transactions form", with the details of those bodies on which they serve.

### **3.0 FEEDBACK FROM MEMBERS ON OUTSIDE BODIES**

3.1 The Corporate Performance Panel should be able to request reports from Councillors serving on outside bodies which fall within their remit. By programming the reports over the Panel's annual timetable of meetings, it would be possible for members both to assess the usefulness of making appointments to bodies and be informed of any relevant matters.

### **4.0 APPOINTMENT OF REPRESENTATIVES**

4.1 The Panel is invited to nominate a representative to participate on Hunstanton Sailing Club Development Sub Committee for the period 2021/2022. Currently the position is held by Councillor Rose.

### **5.0 FINANCIAL IMPLICATIONS**

5.1 Mileage and subsistence allowances for Councillor attending meetings.

### **6.0 ACCESS TO INFORMATION**

Current lists of member representation

**POLICY REVIEW AND DEVELOPMENT PANEL REPORT**

|                 |   |   |    |
|-----------------|---|---|----|
| REPORT TO:      | Corporate Performance Panel                                 |   |    |
| DATE:           | 2 June 2021   |   |    |
| TITLE:          | Corporate performance monitoring update - Full year 2020/21 |   |    |
| TYPE OF REPORT: | Monitoring  |   |    |
| PORTFOLIO(S):   | Performance   |   |    |
| REPORT AUTHOR:  | Honor Howell  |   |    |
| OPEN/EXEMPT     | Open  | WILL BE SUBJECT TO A FUTURE CABINET REPORT: | No |

**REPORT SUMMARY/COVER PAGE**

|  |
|--|
| <b>PURPOSE OF REPORT/SUMMARY:</b>  |
| <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>   |
| <b>KEY ISSUES:</b>   |
| <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 throughout 2020/21 and was ramped up 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 quarters 3 and 4 of 2020/21 and into 2021/22 subject to the lifting of national restrictions and the related impact of national and local economic recovery.</p> |
| <b>OPTIONS CONSIDERED:</b>   |
| Not applicable as this is a monitoring report.   |
| <b>RECOMMENDATIONS:</b>  |
| The Panel is asked to review and note the council's performance indicators for 2020/21. Performance against these indicators will continue to be reported to the Corporate Performance Panel via periodic updates.   |
| <b>REASONS FOR RECOMMENDATIONS:</b>  |
| 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 maintain a corporate overview of performance.
- 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 2020/21, RAG (Red, Amber, Green) and trend information is included.

## **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 2021/22 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

Indicator performance is better than/same as 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 |       |       | Quarter 4 2020/21 |       |       | 2020/21 cumulative performance | 2019/20 cumulative performance | Comments/Trend                             |
|-----|---|-------------------|-------|-------|-------------------|--------|-------|-------------------|-------|-------|-------------------|-------|-------|--------------------------------|--------------------------------|--|
|     |   | April             | May   | June  | July              | August | Sept  | Oct               | Nov   | Dec   | Jan               | Feb   | Mar   |                                |                                |  |
| 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  | 6.96              | 7.70  | 8.22  | 8.22                           | 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  | 6.37              | 6.96  | 7.36  | 7.36                           | 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%   | 35%               | 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%   | 34%               | 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%   | 98%               | 99%   | 99%   | 99%                            | 98%                            |  |
| 1.6 | % of local supplier invoices paid within 10 days  | 100%              | 98%   | 97%   | 98%               | 99%    | 98%   | 97%               | 91%   | 97%   | 85%               | 97%   | 98%   | 97%                            | 89%                            |  |
| 1.7 | % of Council Tax collected against target (cumulative)  | 9%                | 19%   | 28%   | 37%               | 46%    | 55%   | 65%               | 74%   | 83%   | 92%               | 97%   | 97%   | 97%                            | 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%   | 90%               | 95%   | 98%   | 98%                            | 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 | 3,855             | 3,389 | 4,067 | 43,870                         | 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 |          |          | Quarter 4 2020/21 |          |          | 2020/21 cumulative performance | 2019/20 cumulative performance | Comments/Trend |
|------|--|-------------------|----------|----------|-------------------|----------|----------|-------------------|----------|----------|-------------------|----------|----------|--------------------------------|--------------------------------|----------------|
|      |  | April             | May      | June     | July              | August   | Sept     | Oct               | Nov      | Dec      | Jan               | Feb      | Mar      |                                |                                |                |
| 2.1  | Job seekers allowance claimant rate  | 489               | 525      | 581      | 595               | 578      | 567      | 504               | 483      | 463      | 484               | 464      | 441      | 441                            | 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    | 4,435             | 4,377    | 4,380    | 4,380                          | 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%   | 92.43%            | 92.24%   | 92.10%   | 92.10%                         | 90.28%                         |                |
| 2.4  | % of rent arrears on industrial units  | 10.78%            | 11.25%   | 12.07%   | 14.01%            | 19.09%   | 18.63%   | 18.65%            | 18.78%   | 13.60%   | 14.28%            | 16.48%   | 17.78%   | 17.78%                         | 5.50%                          |                |
| 2.5  | % of rent achievable on retail/general units   | 100%              | 100%     | 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%   | 28.27%            | 36.59%   | 32.87%   | 32.87%                         | 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 | £341,274          | £334,072 | £621,507 | £5,364,936                     | £4,512,575                     |                |
| 2.8  | Number of new homes delivered  | 14                | 8        | 24       | 16                | 15       | 4        | 138               | 9        | 9        | 20                | 30       | 53       | 340                            | 591                            |                |
| 2.9  | Number of planning applications received (excluding discharge applications or pre applications)  | 137               | 116      | 168      | 180               | 173      | 176      | 185               | 198      | 168      | 163               | 209      | 256      | 2,129                          | 1,963                          |                |
| 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%    | 1.00%             | 1.00%    | 0.99%    | 0.99%                          | 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%    | 0.71%             | 0.75%    | 0.69%    | 0.69%                          | 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 |         |         | Quarter 4 2020/21 |           |           | 2020/21 cumulative performance | 2019/20 cumulative performance | Comments/Trend  |
|-----|---|-------------------|---------|---------|-------------------|---------|---------|-------------------|---------|---------|-------------------|-----------|-----------|--------------------------------|--------------------------------|---|
|     |   | April             | May     | June    | July              | August  | Sept    | Oct               | Nov     | Dec     | Jan               | Feb       | Mar       |                                |                                |   |
| 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 | 292,425           | 261,460   | 391,965   | 3,560,562                      | 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   | 1,906             | To follow | To follow | To follow                      | 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  | 28,002            | 28,231    | 28,377    | 28,377                         | 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  | 108.50            | To follow | To follow | To follow                      | 1876.65                        |  |

## Priority 4 - Improving social mobility and inclusion

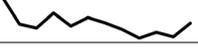
| Ref  | Name   | Quarter 1 2020/21 |      |       | Quarter 2 2020/21 |        |        | Quarter 3 2020/21 |       |         | Quarter 4 2020/21 |       |         | 2020/21 cumulative performance | 2019/20 cumulative performance | Comments/Trend  |
|------|--|-------------------|------|-------|-------------------|--------|--------|-------------------|-------|---------|-------------------|-------|---------|--------------------------------|--------------------------------|---|
|      |  | April             | May  | June  | July              | August | Sept   | Oct               | Nov   | Dec     | Jan               | Feb   | Mar     |                                |                                |   |
| 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   | 11.47             | 10.04 | 9.30    | 9.90                           | 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   | 13.31             | 3.86  | 6.66    | 8.61                           | 10.29                          |    |
| 4.3  | No in temporary accommodation - bed and breakfast  | -                 | -    | 1     | -                 | -      | 17     | -                 | -     | 16      | -                 | -     | 11      | 45                             | 61                             | Quarterly monitoring  |
| 4.4  | Spend on bed and breakfast accommodation (gross)   | -                 | -    | £637  | -                 | -      | £5,470 | -                 | -     | £11,480 | -                 | -     | £16,691 | £34,278                        | £43,441                        | Quarterly monitoring  |
| 4.5  | No of households with a homelessness declaration   | -                 | -    | 26    | -                 | -      | 109    | -                 | -     | 184     | -                 | -     | 233     | 552                            | 477                            | Quarterly monitoring  |
| 4.6  | No of households prevented from becoming homeless for a minimum of 6 months                                | -                 | -    | 5     | -                 | -      | 12     | -                 | -     | 24      | -                 | -     | 26      | 67                             | 30                             | Quarterly monitoring  |
| 4.7  | No of households accepted as homeless with a need to be rehoused (Full housing duty)                       | -                 | -    | 4     | -                 | -      | 7      | -                 | -     | 8       | -                 | -     | 24      | 43                             | 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%    | -                 | -     | 23.0%   | 23.0%                          | 33.7%                          | Quarterly monitoring  |
| 4.9a | No of rough sleepers (known to be sofa surfing)  | 1                 | 1    | 1     | 1                 | 10     | 11     | 1                 | 1     | 0       | 0                 | 0     | 2       | 29                             | New indicator for 2020/21      | The number of rough sleepers was low and significantly reduced from previous years due to Everyone In. During Covid19 the Homelessness Code Guidance changed and included wider definitions and groups at risk. |
| 4.9b | No of rough sleepers (in emergency accommodation)  | 31                | 37   | 25    | 6                 | 5      | 6      | 6                 | 16    | 11      | 21                | 17    | 13      | 194                            | New indicator for 2020/21      |   |
| 4.9c | No of rough sleepers (lost temporary accommodation and at significant risk)                                | 17                | 24   | 30    | 19                | 25     | 31     | 35                | 34    | 41      | 41                | 36    | 39      | 372                            | New indicator for 2020/21      |   |
| 4.10 | No of social housing lettings  | -                 | -    | 36    | -                 | -      | 64     | -                 | -     | 84      | -                 | -     | 191     | 375                            | 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 |         |          | Quarter 4 2020/21 |         |         | 2020/21 cumulative performance | 2019/20 cumulative performance | Comments/Trend  |
|-----|--|-------------------|---------|---------|-------------------|----------|----------|-------------------|---------|----------|-------------------|---------|---------|--------------------------------|--------------------------------|---|
|     |  | April             | May     | June    | July              | August   | Sept     | Oct               | Nov     | Dec      | Jan               | Feb     | Mar     |                                |                                |   |
| 5.1 | Number of crime incidents within the Borough                 | 605               | 712     | 782     | 913               | 1,047    | 813      | 884               | 816     | 755      | 611               | 654     | 781     | 9,373                          | 8,410                          |  |
| 5.2 | Number of anti social behaviour incidents within the Borough | 351               | 343     | 267     | 263               | 206      | 186      | 155               | 121     | 102      | 107               | 104     | 127     | 2,332                          | 2,229                          |  |
| 5.3 | No of fly tipping incidents recorded                         | 125               | 88      | 99      | 92                | 73       | 75       | 84                | 97      | 84       | 96                | 119     | 170     | 1,202                          | 1,261                          |  |
| 5.4 | King's Lynn car park revenue (excluding season tickets)      | £12,592           | £19,528 | £69,002 | £152,434          | £206,520 | £186,452 | £194,784          | £71,012 | £187,376 | £28,006           | £33,411 | £47,747 | £1,208,865                     | £2,864,048                     |  |

| Ref | Name  | Quarter 1 2020/21 |         |          | Quarter 2 2020/21 |          |          | Quarter 3 2020/21 |         |         | Quarter 4 2020/21 |        |         | 2020/21<br>cumulative<br>performance | 2019/20<br>cumulative<br>performance | Comments/Trend  |
|-----|---|-------------------|---------|----------|-------------------|----------|----------|-------------------|---------|---------|-------------------|--------|---------|--------------------------------------|--------------------------------------|---|
|     |   | April             | May     | June     | July              | August   | Sept     | Oct               | Nov     | Dec     | Jan               | Feb    | Mar     |                                      |                                      |   |
| 5.5 | Heacham, Hunstanton, Burnham Market car park revenue (excluding season tickets) | £362              | £69,319 | £111,076 | £215,705          | £298,481 | £160,609 | £83,318           | £14,525 | £12,527 | £3,031            | £3,106 | £17,798 | £989,857                             | £1,036,754                           |  |
| 5.6 | King's Lynn long stay car parking tickets purchased                             | 438               | 932     | 2,918    | 6,878             | 9,135    | 8,327    | 8,158             | 3,578   | 6,864   | 2,039             | 2,204  | 3,092   | 54,563                               | 124,890                              |  |
| 5.7 | King's Lynn short stay car parking tickets purchased                            | 6,413             | 9,528   | 30,041   | 62,120            | 82,222   | 74,883   | 78,635            | 30,136  | 75,997  | 11,940            | 14,534 | 20,637  | 497,086                              | 854,658                              |  |
| 5.8 | No of unique visitors to Visit West Norfolk website                             | 10,148            | 10,259  | 9,069    | 64,391            | 18,056   | 12,109   | 9,903             | 7,308   | 9,761   | 8,506             | 8,155  | 11,844  | 179,509                              | 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 |       |       | Quarter 4 2020/21 |       |       | 2020/21<br>cumulative<br>performance | 2019/20<br>cumulative<br>performance | Comments/Trend  |
|-----|--|-------------------------------------|-------|-------|-------------------|--------|-------|-------------------|-------|-------|-------------------|-------|-------|--------------------------------------|--------------------------------------|---|
|     |  | April                               | May   | June  | July              | August | Sept  | Oct               | Nov   | Dec   | Jan               | Feb   | Mar   |                                      |                                      |   |
| 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%  | 96.6%             | 92.1% | 88.8% | 94.3%                                | 91.7%                                |  |
| 6.2 | Hospital to Home - number of bed days saved                        | Data to commence from November 2020 |       |       |                   |        |       |                   | 75    | 65    | 29                | 35    | 56    | 260                                  | New indicator for 2020/21            |  |
| 6.3 | Number of referrals to Lily  | 632                                 | 543   | 404   | 137               | 25     | 23    | 28                | 59    | 27    | 121               | 130   | 83    | 2,212                                | 352                                  |  |
| 6.4 | Number of unique website visitors for Lily                         | 3,579                               | 2,708 | 2,584 | 3,068             | 2,646  | 2,918 | 2,749             | 2,542 | 2,255 | 2,443             | 2,300 | 2,738 | 32,530                               | 36,018                               |  |

## 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     | Nominations to Outside Bodies and Partnerships – Hunstanton Sailing Club | Appointment to Outside Body |              | To appoint a representative.  |
| 2 June 2021     | Cabinet Forward Decisions List   |                             |              |   |
| 2 June 2021     | Panel Work Programme   |                             |              |   |
| 2 June 2021     | <b>Exempt:</b> KLIC Settlement Agreement and Repayment Plan              | Quarterly Update            | M Henry      | Agreed on 2 September 2020 the Panel would receive quarterly updates. |
| 2 June 2021     | Corporate Performance Monitoring Update Full Year                        |                             | H Howell     |   |
|                 |  |                             |              |   |
| 21 July 2021    | Procurement Strategy   |                             | T Hague      |   |
| 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.               |
| 21 July 2021    | Call-in (if any)   |                             |              |   |

|                  |  |                  |                                  |  |
|------------------|--|------------------|----------------------------------|--|
| 21 July 2021     | Post Evaluation: H & M   | Post Evaluation  | M Henry                          |  |
| 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 | <b>Exempt:</b> KLIC Settlement Agreement and Repayment Plan  | Quarterly Update | M Henry                          | Agreed on 2 September 2020 the Panel would receive quarterly updates.                        |
| 1 September 2021 | <b>Exempt Report:</b> Hunstanton Sailing Club<br>(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   | Annual           | Assistant to the Chief Executive | For information only.  |

|                 |  |               |                                      |                                      |
|-----------------|--|---------------|--------------------------------------|--------------------------------------|
|                 | – 31 March 2021<br>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,<br>A Howell,<br>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 | <b>Exempt:</b> KLIC Settlement   | Quarterly     | M Henry                              | Agreed on 2 September 2020 the Panel |

|               |  |               |         |   |
|---------------|--|---------------|---------|---|
|               | Agreement and Repayment Plan                                   | Update        |         | 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  | <b>EXEMPT:</b><br>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   |               |         |   |

### **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

**FORWARD DECISIONS LIST**

| <b>Date of meeting</b> | <b>Report title</b>   | <b>Key or Non Key Decision</b> | <b>Decision Maker</b> | <b>Cabinet Member and Lead Officer</b>                    | <b>List of Background Papers</b> | <b>Public or Private Meeting</b>  |
|------------------------|---|--------------------------------|-----------------------|---|----------------------------------|---|
| 15 June 2021           |   |                                |                       |   |                                  |   |
|                        | Local Plan Review Documentation – Pre Submission  | Key                            | Council               | Development<br>Exec Dir – G Hall                          |                                  | Public  |
| 25                     | Norfolk Strategic Planning Framework – Green Infrastructure and Recreational Impact Avoidance and Mitigation Strategy (GI / RAMS) | Key                            | Cabinet               | Development<br>Exec Dir – G Hall                          |                                  | Public  |
|                        | Pay Award 2021-22   | Non                            | Cabinet               | Leader<br>Exec Dir – D Gates                              |                                  | Public  |
|                        | Caravan Site Management Fit and Proper Person Scheme  | Non                            | Cabinet               | Housing<br>Asst Dr – J Greenhalgh                         |                                  | Public  |
|                        | Town Deal   | Key                            | Cabinet               | Business Development<br>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) |
|                        | Lynnsport One   | Key                            | Council               | Project Delivery<br>Asst Dir Companies & Housing Delivery |                                  | Private - Contains exempt Information under para 3 – information relating to the  |

|  |  |     |         |  |  |  |
|--|--|-----|---------|--|--|--|
|  |  |     |         |  |  | business affairs of any person (including the authority) |
|  | Anti Fraud and Corruption Strategy   | Non | Council | Leader<br>Asst Director S151                 |  | Public   |
|  | Southgates Regeneration Area masterplanning  | Key | Cabinet | Project Delivery<br>Asst Dir Housing & Place |  | Public   |
|  | Appointments to outside bodies   | Non | Cabinet | Leader                                       |  | Public   |
|  | Appointment to sub committees and task groups  | Non | Cabinet | Leader                                       |  | Public   |
|  | Review of Delegation Scheme to co-incide with changes in Cabinet areas of responsibility | Non | Council | Leader                                       |  | Public   |

| <b>Date of meeting</b> | <b>Report title</b>                                  | <b>Key or Non Key Decision</b> | <b>Decision Maker</b> | <b>Cabinet Member and Lead Officer</b>           | <b>List of Background Papers</b> | <b>Public or Private Meeting</b> |
|------------------------|--|--------------------------------|-----------------------|--|----------------------------------|----------------------------------|
| 3 August 2021          |  |                                |                       |  |                                  |                                  |
|                        | Update to the Major Project Board Terms of reference | Non                            | Cabinet               | Leader<br>Asst Dir Property & Projects – M Henry |                                  | Public                           |
|                        | Revenue Outturn 2020/2021                            | Key                            | Cabinet               | Leader<br>Asst Dir - M Drewery                   |                                  | Public                           |
|                        | Capital Programme and Resources 2020-2025 Outturn    | Key                            | Cabinet               | Leader<br>Asst Dir - D Drewery                   |                                  | Public                           |
|                        | Enforcement Policy                                   | Non                            | Cabinet               | Environmental Services and Public Protection     |                                  | Public                           |

|    |                             |     |         |  |  |  |
|----|-----------------------------|-----|---------|--|--|--|
|    | Parkway                     | Key | Council | Project Delivery<br>Asst Dir Companies and<br>Housing Delivery – D Gagen |  | Part Open part<br>Private - Contains<br>exempt<br>Information under<br>para 3 –<br>information<br>relating to the<br>business affairs of<br>any person<br>(including the<br>authority) |
| 27 | Provision of legal services | Key | Cabinet | Leader   |  | Private - Contains<br>exempt<br>Information under<br>para 3 –<br>information<br>relating to the<br>business affairs of<br>any person<br>(including the<br>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 |
|-------------------------|--------------|-------------------------|----------------|---------------------------------|---------------------------|---------------------------|
| 21<br>September<br>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<br>November<br>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 |  |  |  |  |  |  |
|-----------------|--|--|--|--|--|--|

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

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