

CORPORATE PERFORMANCE PANEL WORK PROGRAMME 2018/2019

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
21 May 2018	OneVu - Update	Update	H Howell	To provide the Panel with an update report.
21 May 2018	Exempt Report: Major Project – King’s Court Accommodation	Post Evaluation of Project	M Henry	
21 May 2018	Nomination to Outside Bodies and Partnerships – Hunstanton Sailing Club Development Sub-Committee	Annual		To nominate a Councillor on an annual basis to serve on the Hunstanton Sailing Club Development Sub-Committee
17 July 2018	Performance Indicator C02 Total of waste recycled and composted (tonnage).	Monitor	B Brandford	The Panel at their meeting on 5 April identified Performance Indicator C02 as a presentation from the relevant officer.
17 July 2018	2017/2018 Full Year Performance Monitoring Report and Action Report	Monitoring	B Box	To review the report and in particular the Action Report. Members are also asked to agree the actions outlined in the Action Report.
17 July 2018	Corporate Performance Monitoring – Target Setting for 2018/2019	Monitoring	B Box	To review and suggest any new targets.
17 July 2018	2018/2019 Q4 Corporate Business Plan Monitoring Report	Monitoring	B Box	The Panel are invited to review the Q4 2016/2017 Corporate Business Plan Monitoring Report.

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
17 July 2018	Review of effect of closure of Downham Market and Hunstanton Area Offices	Review	H Howell	
10 September 2018	Hunstanton Lawn Tennis Courts		C Bamfield	Item requested by Councillor R Bird
10 September 2018	Council Tax Discounts – Empty Property Premium 2019/2020		J Stanton	
10 September 2018	Equalities Update	Update	B Box	The Panel to receive an annual update.
10 September 2018	Employment Monitoring Figures – Annual Report	To note only	B Box	
10 September 2018	Exempt Report: Update on Hunstanton Sailing Club	Update	Borough Council's Representative – Councillor Paul Beal	At their meeting on 19 December 2017 the Panel resolved to receive a further update.
22 October 2018	Q1 2018/2019 Performance Monitoring Report and Action Report	Monitoring	B Box	To review the report and in particular the Action Report. Members are also asked to agree the actions outlined in the Action Report.

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22 October 2018	<u>Exempt Report</u> Refit	Update	N Gromett	
22 October 2018	Annual Sickness Monitoring Report	Annual	B Box	
22 October 2018	Formal Complaints against the Borough Council 1 April 2017 – 31 March 2018	Annual	R Harding	Report to be published on the Borough Council's Website/Insite
27 November 2018	Council Tax Support: Final Scheme for 2019/2020	Policy Development	J Stanton	Update following consultation period. To agree the final Council Tax Support Scheme for 2018/2019.
27 November 2018	Hunstanton Recreation Group and Lawn Tennis Courts - Update	ON THE ADVICE OF C BAMFIELD, EXECUTIVE DIRECTOR THIS ITEM HAS BEEN DEFERRED. A FURTHER REPORT WILL BE PRESENTED AT A FUTURE MEETING – C BAMFIELD TO ADVISE OF DATE		
27 November 2018	Annual Communications Update	Annual Update	S Clifton H Howell A Howell	To provide the Panel with an annual update and an opportunity to ask questions.
30 January 2018	Budget		L Gore	
30 January 2019	2018/2019 Q2 Performance Monitoring Report and Action Report	Monitoring	B Box	To review the report and in particular the Action Report. Members are also asked to agree the actions outlined in the Action Report.

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30 January 2019	2018/2019 Q2 Corporate Business Plan Monitoring Report	Monitoring	B Box	The Panel are invited to review the Q4 2018/2019 Corporate Business Plan Monitoring Report.
19 February 2019	Presentation on Improving Attainment in West Norfolk	Annual Update	B Box N Groves, NCC	To provide an update on the Improving Attainment in West Norfolk.
19 February 2019	Review of Operation of Planning Sifting Panel	Review	S Ashworth	
3 April 2019	Exempt Report: Update on Hunstanton Sailing Club	Update	Borough Council's Representative – Councillor Paul Beal	At their meeting on 10 September 2018 the Panel resolved to receive a further update (six months)
3 April 2019	Presentation on retail units in King's Lynn Town Centre/ To include performance indicators relating to industrial and commercial portfolio	Update	M Henry	To provide the Panel with an update.
3 April 2019	2017/2018 Q3 Performance Monitoring and Action Report	Monitoring	B Box	To review the report and, in particular, the Action Report. Members are also asked to agree the actions outlined in the Action Report.

Forthcoming items to be programmed

Monitoring of Corporate Projects/Evaluation:

- Procurement Strategy (Cabinet on 17 April 2018 – That the Corporate Performance Panel be invited to consider monitoring the performance of the policy going forward).
- IDOX Project – H Howell
- Refit Project – N Gromett (ongoing monitoring)
- Hunstanton Recreation Group and Lawn Tennis Courts – Update – C Bamfield, Executive Director to advise of date
- Town Hall Bar Proposal - C Bamfield, Executive Director to advise of date
- Freedom of Information process – Eastlaw to advise of date