

CORPORATE PERFORMANCE PANEL WORK PROGRAMME 2019/2020

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
10 June 2019	Appointment of Vice-Chairman			
10 June 2019	Presentation on Freedom of Information Procedure	Presentation	C Jordan Eastlaw	To inform the Panel of the Council's Freedom of Information Procedure
22 July 2019	Exempt Report Hunstanton Sailing Club DEFERRED TO 9 SEPTEMBER 2019	Update		Tony Devenish from Hunstanton Sailing Club to provide an overview on how the Club have met their criteria for the funding previously granted by the Borough Council.
22 July 2019	Consideration of Called in item – Financial Assistance Scheme	Call in	L Gore and S Dennis	To consider the call-in.
22 July 2019	Nominations to Outside Bodies and Partnerships – Hunstanton Sailing Club Development Sub Committee	Operational		The Panel is invited to nominate a representative as an observer only to participate in the outside bodies and partnerships which fall within the Corporate Performance Panel's remit; Hunstanton Sailing Club Development Sub Committee.
22 July 2019	2018/2019 Full Year Corporate Performance Monitoring 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 July 2019	Q4 2018/2019 Corporate Business Plan Monitoring Report	Monitoring	B Box	The Panel are invited to review the Q4 2018/2019 Corporate Business Plan Monitoring Report.
22 July 2019	Corporate Performance Monitoring – Target Setting for 2019/2020	Monitoring	B Box	To review and suggest any new targets.
9 September 2019	Exempt Report Hunstanton Sailing Club DEFERRED FROM 22 JULY 2019	Update		Tony Devenish from Hunstanton Sailing Club to provide an overview on how the Club have met their criteria for the funding previously granted by the Borough Council.
9 September 2019	Corporate Business Plan 2020-2024	Monitoring	G Greaves	The Panel is invited to consider the draft priorities and objectives in Appendix A.
9 September 2019	Equalities Update	Update	B Box	To Panel to receive an annual update.
21 October 2019	New Corporate Complaints Policy	Policy	H Howell	The Panel is invited to consider the draft policy.
21 October 2019	Managing Unreasonable Complainant Behaviour	Policy	H Howell	The Panel is invited to consider the draft policy.

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21 October 2019	Formal Complaints against the Borough Council 1 April 2018 – 31 March 2019 The number of compliments received also to be reported.	Annual	Chief Executive	Report to be published on the Borough Council's Website/Insite
21 October 2019	Q1 2019/2020 Corporate Performance Monitoring 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.
21 October 2019	Annual Sickness Monitoring Report	Annual	B Box	For Information only.
21 October 2019	Employment Monitoring Figures – Annual Report	Annual	B Box	For Information only.
28 November 2019	Council Tax Support: Final Scheme for 2020/2021	Policy Development	J Stanton	Update following consultation period. To agree the final Council Tax Support Scheme for 2020/2021.
28 November 2019	Corporate Business Plan 2020-2024 – Consultation on more detailed revised plan		G Greaves	The Panel is invited to consider the revised plan.
28 November 2019	Annual Communications Update	Annual Update	S Clifton H Howell A Howell	To provide the Panel with an annual update.

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13 January 2020	Q2 2019/2020 Corporate Performance Monitoring 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.
13 January 2020	Q2 2019/2020 Corporate Business Plan Monitoring Report	Monitoring	B Box	The Panel are invited to review the Q2 2019/2020 Corporate Business Plan Monitoring Report.
25 February 2020	Presentation on Improving Attainment in West Norfolk	Annual Update	B Box	To provide an update on the Improving Attainment in West Norfolk.
7 April 2020	Update on the Procurement Strategy	Update	T Hague	To provide an update on the Procurement Strategy
7 April 2020	Q3 2019/2020 Corporate Performance Monitoring 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

- Refit Project – N Gromett (ongoing monitoring on an annual basis – N Gromett to advise of date)
- Town Hall Bar Proposal – C Bamfield
- Annual Update Hunstanton Sailing Club (October 2020 – decision to be taken if update if presented by Hunstanton Sailing Club or the Borough Council's representative)
- Persistent and Veracious Customers
- Update on Major Housing Projects – D Gagen
- Review of Election Process – February or April 2020

Post Evaluation Review of Projects

- Cinema, Corn Exchange
- H & M