

CORPORATE PERFORMANCE PANEL WORK PROGRAMME 2020/2021

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
3 June 2020	Procurement Awareness	Update	T Hague	To provide an update.
3 June 2020	Cabinet Report: Proposed virtual meeting SO amendments	Cabinet	A Baker	
3 June 2020	Q3 2019/2020 Corporate Performance Monitoring Report	Monitoring	H Howell	To review the report and in particular the Action Report. Members are also asked to agree the actions outlined in the Action Report.
22 July 2020	Update on the Refit Project	Update	N Gromett	To receive an update on the Refit project.
22 July 2020	Planning Sifting Panel – Post Implementation Update	Update	S Ashworth	To receive a post implementation update.
22 July 2020	Full Year 2019/2020 Corporate Performance Monitoring Report	Monitoring	H Howell	
22 July 2020	2015/2020 Corporate Business Plan Report	Monitoring	H Howell	
22 July 2020	EXEMPT KLIC Settlement Agreement	Update		
2 September 2020	Council Tax Support 2021/2022 – Draft Scheme for Consultation		J Stanton	The Panel to consider the draft scheme for consultation.

2 September 2020	Freedom of the Borough			Referred from Full Council
2 September 2020	Review of Election Process	Review	A Barrett	
2 September 2020	Exempt Report Hunstanton Sailing Club	Annual Update		The Panel to receive a report from the Representative of Hunstanton Sailing Club/Borough Council's Representative (Councillor C Rose).
2 September 2020	Exempt Cabinet Report: KLIC Loan Settlement Agreement	Cabinet	M Henry	
7 October 2020	Formal Complaints against the Borough Council 1 April 2019 – 31 March 2020 The number of compliments received also to be reported.	Annual	Assistant to the Chief Executive	Report to be published on the Borough Council.
7 October 2020	Recording of Meetings			To receive a report on the options for recording meetings.
7 October 2020	Q1 2020/21 Corporate Performance Monitoring Report	Monitoring	H Howell	To review the report and in particular the Action Report. Members are also asked to agree the actions outlined in the Action Report.
7 October 2020	Annual Sickness Monitoring Report	Annual	B Box	For information only

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7 October 2020	Employment Monitoring Figures – Annual Report	Annual	B Box	For information only
11 November 2020	Annual Communications Update	Annual Update	S Clifton J Hillard A Howell	To provide the Panel with an annual update.
11 November 2020	Procurement Strategy		T Hague	
11 November 2020	Council Tax Support 2021/2022		J Stanton	The Panel to consider the final scheme.
6 January 2021	Q2 2020/21 Corporate Performance Monitoring Report	Monitoring	H Howell	To review the report and in particular the Action Report. Members are also asked to agree the actions outlined in the Action Report.
6 January 2021	Q2 2020/21 Corporate Business Plan Monitoring Report	Monitoring	H Howell	The Panel are invited to review the Q2 2020/21 Corporate Business Plan Monitoring Report.
17 February 2021	Presentation on Improving Attainment in West Norfolk	Annual Update	B Box	To provide an update on the Improving Attainment in West Norfolk.

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31 March 2021	Q3 2020/21 Corporate Performance Monitoring Report	Monitoring	H Howell	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

- Nominations to Outside Bodies and Partnerships – Hunstanton Sailing Club Sub-Committee (to be made following Annual Council).
- Town Hall Bar Proposal – N Gromett/M Chisholm will advise of date during 2020.
- Persistent and Vexatious Customers

Post Evaluation Review of Projects

- Cinema, Corn Exchange