

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	Exempt: 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	Call-in (if any)			
21 July 2021	Corporate Performance Monitoring Update – Interim Report		H Howell	

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21 July 2021	Freedom of the Borough		S Winter	To consider the recommendations of the IWG following the Notice of Motion from Cllr Rust.
21 July 2021	Interim Meetings arrangements	Cabinet report	H Howell	
21 July 2021	Provision of Monitoring Officer	Cabinet report	H Howell	
21 July 2021	Allocations of Members budget	Cabinet report	L Gore	
21 July 2021	Members Enquiries Arrangements	Cabinet report	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	Hunstanton Tourist Information Centre (Request from Councillor P Beal)	Councillor Referral	D Hall	To give consideration to the issue raised by Councillor Beal.
1 September 2021	Procurement Update	Update	D Ousby	
1 September 2021	Q1 2021-2022 Corporate Recovery Performance Indicator Monitoring Report	Update	G Greaves/ H Howell	

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1 September 2021	Persistent Complainants Policy (referral from Cllr Nash)	Cllr Referral	H Howell	To review the policy.
1 September 2021	Cabinet Forward Decisions List			
1 September 2021	Panel Work Programme			
1 September 2021	Exempt: KLIC 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	Procurement Strategy Update	Policy Review	D Ousby	
20 October 2021	Waste Issues Hunstanton Promenade (Request from Councillor P Beal)	Councillor Referral	M Henry/M Chisholm	To give consideration to the issue raised by Councillor Beal.

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20 October 2021	Formal Complaints against the Borough Council 1 April 2020 – 31 March 2021 The number of compliments received also to be reported.	Annual	H Howell	For information only.
20 October 2021	Employment Monitoring Figures – Annual Report	Annual	B Box	For information only
20 October 2021	Cabinet Report: Review of the Corporate Business Plan (currently scheduled for 16 November 2021 Cabinet meeting)	Cabinet Report	H Howell	
20 October 2021	Cabinet Report: Update to the Major Project Board Terms of Reference	Cabinet Report	M Henry	
20 October 2021	Exempt Cabinet Report: Review of Legal Services	Cabinet Report	L Gore	
20 October 2021	Cabinet Forward Decisions List			
20 October 2021	Panel Work Programme			

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8 December 2021	Call-in (if any)			
8 December 2021	Annual Communications Update	Annual Update	S Clifton, A Howell, J Hillard	
8 December 2021	Persistent and Vexatious Customers		H Howell	
8 December 2021	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 West Norfolk, and any other 100% owned or partially owned business which operate independently of the Council	Update	L Gore	
8 December 2021	Review of New Waste Collection Contract performance – Stage 1 – a) of the contract change transition from Kier to SERCO, and b) throughout the pandemic; with actions on the lesson to be learned.	Review	M Chisholm	Stage 2 of the Review of the New Waste Collection Contract – June 2022
8 December 2021	Cabinet Forward Decisions List			

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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 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	Cabinet Forward Decisions List			
3 March 2022	Panel Work Programme			
3 March 2022	EXEMPT: KLIC Repayment Plan	Update	M Henry	To receive a quarterly update report.

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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

- Annual Sickness Monitoring Report
- 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.
- How the new Portfolio objectives meet the Corporate Business Plan objectives via Directorate/Service Plans/key performance indicators/timescales (suggested by Councillor Morley at CPP on 21 July 2021)
- Planning Enforcement
- Review of New Waste Collection Contract Performance (a two stage review) 1) Feedback on 'Customer' and Community experience a) of the contract change transition from Kier to SERCO, and b) throughout the pandemic; with actions on the lessons to be learned (Before end of 2021), 2) Review of the legal and technical contract performance for Year 1 of the Contract (end of Q1 2021/2022 – June 2022).

Post Evaluation Review of Projects

- Cinema, Corn Exchange
- Post Evaluation: H & M – M Henry