

CORPORATE PERFORMANCE PANEL WORK PROGRAMME 2023/2024

| DATE OF MEETING | TITLE | TYPE OF REPORT | LEAD OFFICER | OBJECTIVES AND DESIRED OUTCOMES |
|-----------------|---|----------------|--------------|---|
| 21 June 2023 | Appointment of Vice-Chair for the Municipal Year 2023/2024 | | | To appoint a Vice-Chair for the Municipal Year 2023/2024. |
| 21 June 2023 | Call-in (if any) | | | |
| 21 June 2023 | 2022/2023 Full Year Corporate Performance Indicator Monitoring Report | Monitoring | H Howell | |
| 21 June 2023 | Corporate Business Plan Monitoring report (October – March) | Cabinet | H Howell | |
| 21 June 2023 | Update on Hunstanton Promenade Waste Water | Update | M Henry | The Panel to receive a further update. |
| 21 June 2023 | Corporate Performance Panel Nomination to Hunstanton Sailing Club | | | To appoint a Borough Council representative in an observer role only. |

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| 21 June 2023 | The Panel are invited to discuss the Councillor Requests from Opposition Members previously submitted (a) to (d) | | | |
| | (a) Housing Needs Assessment | Councillor Request | D Hall/N Patton | Request from Councillor Moriarty. The reasoning behind my request is that the HNA seems to be forgotten, ignored or simply hasn't registered with so many councillors despite it being part of pre-council briefing a few years back. I want to have its results, methodology and the timing of any possible update scrutinised and any conclusions that should, or could, be drawn from it, updated |
| | (b) Relationship with the Shakespeare Trust in relation to the Guildhall | Councillor Request | | Request from Councillor Moriarty. Relationship with the Shakespeare Trust in relation to the Guildhall (Item to be scheduled following outcome of the HLF bid). |
| | (c) Carnegie Building | Councillor Request | | Requested by Councillor J Moriarty – (email 11 January 2023) |
| | (d) Service Level Agreements - Number, examples, administration, creation, legal standing etc | Councillor Request | | Probably needs to be an exempt item (requested by Councillor J Moriarty – email 9 February 2023). |

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| 21 June 2023 | Portfolio Question and Answer Session | | | Questions to be submitted in advance of the meeting. |
| 21 June 2023 | Cabinet Forward Decisions List | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 21 June 2023 | Shareholder Committee Forward Plan | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 21 June 2023 | Panel Work Programme | | | The Panel are invited to identify any items for inclusion on the work programme. |
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| 24 July 2023 | Call-in (if any) | | | |
| 24 July 2023 | Draft Council Tax Support Scheme 2024/2025 | Draft Cabinet | J Stanton | |
| 24 July 2023 | January 2022 to December 2022 Report on use, or non-use RIPA powers. | Annual | M Chisholm | |
| 24 July 2023 | Performance of the Corn Exchange Cinema | | N Gromett | Panel request. |
| 24 July 2023 | Portfolio Question and Answer Session | | | Questions to be submitted in advance of the meeting. |

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| 24 July 2023 | Cabinet Forward Decisions List | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 24 July 2023 | Shareholder Committee Forward Plan | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 24 July 2023 | Panel Work Programme | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 24 July 2023 | Exempt Report: Boost Project Update (formerly Youth and Retraining Pledge – a Towns Fund skills project to support young people into training and employment) | Update | J Curtis NCC – Ruth Royale (to join via Zoom) | Update given to CPP circa November 2021. |
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| 11 September 2023 | Call-in (if any) | | | |
| 11 September 2023 | 2023/24 Q1 Corporate Performance Indicator Monitoring Report | Monitoring | H Howell | |
| 11 September 2023 | Portfolio Question and Answer Session | | | Questions to be submitted in advance of the meeting. |
| 11 September 2023 | Cabinet Forward Decisions List | | | The Panel are invited to identify any items for inclusion on the work programme. |

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| 11 September 2023 | Shareholder Committee Forward Plan | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 11 September 2023 | Panel Work Programme | | | The Panel are invited to identify any items for inclusion on the work programme. |
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| 16 October 2023 | Call-in (if any) | | | |
| 16 October 2023 | Corporate Business Plan | H Howell | | This meeting to be a Joint Panel Meeting. R & D and E & C to be invited to attend for this item. |
| 16 October 2023 | Portfolio Question and Answer Session | | | Questions to be submitted in advance of the meeting. |
| 16 October 2023 | Cabinet Forward Decisions List | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 16 October 2023 | Shareholder Committee Forward Plan | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 16 October 2023 | Panel Work Programme | | | The Panel are invited to identify any items for inclusion on the work programme. |
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| 13 November 2023 | Call-in (if any) | | | |
| 13 November 2023 | Final Council Tax Support Scheme for 2024/25 | Cabinet | J Stanton | |
| 13 November 2023 | 2023/24 Q2 Corporate Performance Indicator Monitoring Report | Monitoring | H Howell | |
| 13 November 2023 | Portfolio Question and Answer Session | | | Questions to be submitted in advance of the meeting. |
| 13 November 2023 | Cabinet Forward Decisions List | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 13 November 2023 | Shareholder Committee Forward Plan | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 13 November 2023 | Panel Work Programme | | | The Panel are invited to identify any items for inclusion on the work programme. |
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| 4 January 2024 | Call-in (if any) | | | |
| 4 January 2024 | Climate Change and Norfolk Climate Change Partnership Annual Report | Annual | G Greaves | Community and Environment Panel to be invited to attend for this item. |
| 4 January 2024 | Portfolio Question and Answer Session | | | Questions to be submitted in advance of the meeting. |
| 4 January 2024 | Cabinet Forward Decisions List | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 4 January 2024 | Shareholder Committee Forward Plan | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 4 January 2024 | Panel Work Programme | | | The Panel are invited to identify any items for inclusion on the work programme. |
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| 26 February 2024 | Call-in (if any) | | | |
| 26 February 2024 | 2023/24 Q3 Corporate Performance Indicator Monitoring Report | Monitoring | H Howell/ G Greaves | |
| 26 February 2024 | Exempt Report: Hunstanton Sailing Club | Annual Update (Exempt) | Borough Council Representative | The Borough Council's Representative role is to observe only. |

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| 26 February 2024 | Portfolio Question and Answer Session | | | Questions to be submitted in advance of the meeting. |
| 26 February 2024 | Cabinet Forward Decisions List | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 26 February 2024 | Shareholder Committee Forward Plan | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 26 February 2024 | Panel Work Programme | | | The Panel are invited to identify any items for inclusion on the work programme. |
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| 10 April 2024 | Call-in (if any) | | | |
| 10 April 2024 | Portfolio Question and Answer Session | | | Questions to be submitted in advance of the meeting. |
| 10 April 2024 | Cabinet Forward Decisions List | | | The Panel are invited to identify any items for inclusion on the work programme. |
| 10 April 2024 | Shareholder Committee Forward Plan | | | The Panel are invited to identify any items for inclusion on the work programme. |

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| 10 April 2024 | Panel Work Programme | | | The Panel are invited to identify any items for inclusion on the work programme. |

Forthcoming Items – Date to be Advised

Guidance in respect of Council Tax Support Scheme ahead of when it is presented to Council for approval – J Stanton (Chair confirmed requirement of report to include the financial calculation, the no of households that would receive this support and their house bandings, the Councils plans to manage the Collection Fund and the sums expected by its preceptors, the rationale for selecting this demographic as the only segment of householders that need hardship support).

Final Council Tax Scheme – J Stanton

Feedback from Councillor Blunt on the enforcement issues discussed on 13 April 2022 - Councillor R Blunt to advise of date.

Annual Employment Monitoring Report – B Box.

Scrutiny Benchmarking - Scrutiny – to look at the compulsory statutory guidance and practice elsewhere - to be scheduled post Peer Review.

Annual Communications Update – Panel to determine if it wishes to receive an update in 2024 (presentation to Panel 4 January 2023).

New 2023/2027 Corporate Business Plan.

Demonstration of new Performance Management System.