

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**

**CORPORATE PERFORMANCE PANEL**

**Minutes from the Meeting of the Corporate Performance Panel held on  
Wednesday, 3rd September, 2025 at 4.30 pm in the Council Chamber, Town  
Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillors Long (Chair), Blunt, Dickinson,  
Jones, Osborne and Spikings.

**PORTFOLIO HOLDER:** Councillor Beales – Leader of the Council

**OFFICERS:**

Honor Howell – Assistant Director  
Carl Holland – Assistant Director  
Debbie Ess – Corporate Performance Officer  
Alexa Baker – Monitoring Officer  
James Grant – Principal Project Manager

**CP44     APOLOGIES**

Apologies for absence were received from Portfolio Holder, Councillor Morley and Councillors Bearshaw, Bhondi, Kirk and Ryves.

**CP45     MINUTES**

**RESOLVED:** The minutes from the previous meeting were agreed as a correct record and signed by the Chair.

**CP46     DECLARATIONS OF INTEREST**

There were no declarations of Interest.

**CP47     URGENT BUSINESS UNDER STANDING ORDER 7**

There was no Urgent Business.

**CP48     MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

None.

**CP49     CHAIR'S CORRESPONDENCE**

There was none.

CP50 **CALL INS**

There were no call-ins to consider.

CP51 **CABINET REPORT - Q1 2025-2026 PERFORMANCE MANAGEMENT REPORT**

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The Corporate Performance Officer presented the report which provided an update on progress against the Council's Corporate Strategy and Key Performance Indicators.

The Panel were provided with an overview of the indicators which had, and had not, met their target along with information on new targets and indicators which had been incorporated into the suite of Performance Management for the 2025-2026 year.

The Chair thanked the Corporate Performance Officer for the report and invited questions and comments from the Panel, as summarised below.

In response to a question from Councillor Osborne relating to development of the Car Parking Strategy it was confirmed that there had been a delay, but work was now progressing and the item had been scheduled onto the Cabinet Forward Decisions List.

Councillor Blunt referred to the indicators relating to the number of homes being built and affordable housing levels. It was confirmed that this would be covered during the presentation on Major Housing Projects later on in the Agenda.

**RESOLVED:** That the Cabinet be informed that the Panel support the recommendations to Cabinet as set out below.

**CABINET RECOMMENDATION:** To review the Performance Management Report and comment on the delivery against the Corporate Strategy.

CP52 **CABINET REPORT - QUARTER 1 BUDGET MONITORING REPORT**

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The Assistant Director presented the report which provided an assessment of the council's financial performance against its 2025/2026 approved budget. He highlighted budget movement, the savings and efficiency plan, general fund reserves, revenue, income, capital, borrowing and investments.

The Chair thanked the Assistant Director for the report and invited questions and comments from the Panel, as summarised below.

The Vice Chair, Councillor Blunt referred to the 11% total spend and asked if comparative data from the previous year could be included. The Assistant Director agreed to include this in future reports.

Councillor Dickinson referred to the longevity of loans and ask if redemption dates could be included in future reports. The Assistant Director confirmed that this could be included in future reports and informed Members that this information was also included in the Treasury Management Report which was considered by the Audit Committee.

The Assistant Director confirmed that the Public Works Board was a 12-month loan to support Capital Programme Housing Schemes and would be reviewed as required.

The Chair stated that an age of debt analysis would be useful for inclusion in the report. He also commented that it was good that the increase in fees and charges had not impacted income and there was still demand for services.

The Chair explained that he had read in the media that the French economy was in trouble and he asked if the loans with BNP were to be reviewed. The Assistant Director explained that a Risk Categorisation System was used and monthly reviews took place in liaison with the Council's brokers. The Assistant Director confirmed that for prudency purposes he would further investigate the French economy.

In response to a question from Councillor Spikings it was confirmed that the Council had professional indemnity and the Government had protective measures in place to protect investments should banking systems collapse.

The Leader, Councillor Beales thanked the Panel for their comments and suggestions. He noted that the increase in fees and charges had not impacted income and he hoped that future increases in fees and charges would only need to be in line with inflation. With regard to Major project investment the Leader explained that the Portfolio Holder for Finance was monitoring this carefully each quarter.

**RESOLVED:** That the Panel support the recommendations to Cabinet, as set out below and ask the Cabinet to note the comments made by the Panel.

#### CABINET RECOMMENDATION:

It is recommended that Cabinet:

1. Note the forecast outturn for revenue and Capital monitoring position as at 30<sup>th</sup> June 2025 for 2025/2026.

2. Review and approve the new transfer of Capital items from Tier 3 to Tier 2.

Cabinet recommends to Full Council:

3. Revisions as set out in Appendix F to this report to the 'Capital Programme Process' within the approved Capital Strategy for 2025/2026 are adopted.

CP53 **PROPOSALS FROM THE CONSTITUTION INFORMAL WORKING GROUP**

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The Monitoring Officer presented the report as included in the agenda and presented a schedule of proposed substantive changes to the Constitution which had been developed by the Constitution Informal Working Group.

The Monitoring Officer asked the Panel to note the future work plan of the Informal Working Group, which included the review of Scrutiny arrangements, deep dives as required and a further housekeeping exercise to continuously improve the Constitution.

The Monitoring Officer provided detail of the substantive changes proposed as included in the Agenda and the reasons for the proposed amendments.

The Chair thanked the Monitoring Officer for the report and welcomed the establishment of the Community Governance Review Committee.

**RESOLVED:**

1. The Panel acknowledged the work of the Constitution Informal Working Group during 2025 in reviewing and recommending changes to the Constitution.
2. The Panel recommend to Cabinet the adoption of the Schedule of Substantive Changes to the Constitution.

CP54 **PANEL WORK PROGRAMME**

**RESOLVED:** The Panels Work Programme was noted.

CP55 **CABINET FORWARD DECISIONS LIST**

**RESOLVED:** The Cabinet Forward Decisions List was noted.

CP56 **SHAREHOLDER COMMITTEE WORK PROGRAMME**

**RESOLVED:** The Shareholder Committee Work Programme was noted.

CP57 **DATE OF NEXT MEETING**

The next meeting of the Corporate Performance Panel was scheduled to take place on 15<sup>th</sup> October 2025 at 4.30pm in the Town Hall, Saturday Market Place, King's Lynn.

CP58 **UPDATE AND HISTORY OF THE MAJOR HOUSING PROJECTS AND PROGRAMME**

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The Principal Project Manager provided a presentation on the Major Housing Projects and Programme. A copy of the Presentation is attached.

The Chair thanked the Principal Project Manager for the presentation, and the recent tour of sites that Members had attended. The Chair invited questions and comments from the Panel, as summarised below.

In response to a question from Councillor Spikings, the Principal Project Manager explained that the Council had a good working relationship with CNC Building Control and they provided a good service.

Councillor Jones commended the 'creating communities' work at Salters Road.

The Vice Chair, Councillor Blunt asked about measuring social value and it was explained that Lovells provided evidence and data to an organisation who provided the metrics and the cost of this was included in the overall contract. Councillor Jones commented that Health and Wellbeing facilities and opportunities could result in future savings to the NHS.

The Vice Chair, Councillor Blunt referred to the West Winch development and the Principal Project Manager explained that this would be made up of a series of private developments, but the Council could work with developers to share lessons learnt from previous large scale projects if required.

Councillor Dickinson thanked the Principal Project Manager for the breakdown of profit per scheme and the Assistant Director explained that this was included in budget monitoring as appropriate. The Principal Project Manager explained that post-project evaluations were also carried out by the Member Major Projects Board.

The Leader, Councillor Beales thanked the Principal Project Manager for the presentation and stated that he had requested this be presented to the Panel to give them the opportunity to look at finances, challenges and highlight successes. The Leader explained that the

projects were about more than just finance though, they provided quality housing for residents, added social value and positively impacted the local economy.

**RESOLVED:** The Panel thanked the Principal Project Officer for the presentation and noted the update.

CP59     **EXCLUSION OF PRESS AND PUBLIC**

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**RESOLVED:** That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

CP60     **EXEMPT - UPDATE AND HISTORY OF THE MAJOR HOUSING PROJECTS AND PROGRAMME**

The Principal Project Manager provided information and responded to questions from the Panel relating to risks, costs, marketing and the fluctuating housing market.

**The meeting closed at 6.55 pm**