

## REPORT TO COUNCIL

<b>Open</b>				
Lead Member Councillor Brian Long Email: cllr.brian.long@west-norfolk.gov.uk			Other Officers consulted: Monitoring Officer and Democratic Services Manager	
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications NO	Equality Impact Assessment req'd NO	Risk Management Implications NO

Date of Meeting : 26<sup>th</sup> March 2026

### CHAIR OF CORPORATE PERFORMANCE PANEL ANNUAL REPORT TO COUNCIL

**Summary:** The Terms of Reference of the Corporate Performance Panel state that the Chair will report annually to the full Council on the work that the Panel has completed during the preceding 12 months. This report from the Chair outlines the work carried out by the Panel for the period May 2025 to March 2026.

**RECOMMENDATION:** That full Council note the report.

#### 1 Background

The function of the Panel, as set out in the Constitution, is to:

- (a) Consider matters affecting the borough or local people.
- (b) Review the performance of the Council specifically in relation to its policy objectives, performance targets or services.
- (c) Post implementation review of major projects and significant policy changes and the introduction of new policies
- (d) Monitor the medium-term Financial Plan
- (e) Assist in advancing the development of effective policy for promoting or improving the economic, social and environmental wellbeing of the people and communities of King's Lynn and West Norfolk
- (f) Question members of the Cabinet and senior officers about their decisions and performance, whether generally in comparison with Directorate plans and targets over time, or in relation to particular decisions, initiatives or projects.
- (g) Review the performance of other public bodies in the area and invite reports from them by requesting them to address the relevant Policy Review and Development Panel about their activities and performance.
- (h) Question and gather evidence from any other willing person
- (i) Make reports and/or recommendations to the full Council and/or the Cabinet in connection with the discharge of their functions.

## **2. Scrutiny of Cabinet Decisions and Policy Development Work including Call – in’s for the period May 2025 to March 2026**

2.1 Over the municipal year the Panel have considered the following Cabinet reports and made recommendations to Cabinet.

### 2.1.a Policy Development and Review

Debt Recovery Policy – May 2025

2025 Cost of Living Pay Award – July 2025

Leisure Facilities Feasibility Study – July 2025

Microsoft Enterprise Licence – July 2025

Report and Recommendations from the Constitution Informal Working Group – September 2025

Florence Fields – Review of Tenure Mix – October 2025

Transformation Programme – LGR Readiness – January 2026

Update from the Constitution Informal Working Group – Scrutiny Guidance and Information – February 2026

### 2.1.b Monitoring the Medium Term Financial Plan and Budget Monitoring

Revenue and Capital Outturn Reports – July 2025

Q1 Budget Monitoring Report – September 2025

Council Tax Support Scheme 2026/2027 – October 2025

Cabinet Report – Quarter 3 Budget Monitoring – April 2026

### 2.1.c Performance Monitoring

Full Year Performance Management Report – May 2025

2025-2026 Performance Indicator Target Setting Report – May 2025

2025-2027 Action Plan – June 2026

Update and History of Major Housing Projects and Programme – September 2025

Quarter 1 2025 – 2026 Performance Management Report – September 2025

Q2 2025-2026 Performance Management – January 2026

Annual Complaints, FOI and Data Protection Monitoring Report. – February 2026

Q3 2025-2026 Performance Management Report – February 2026

### 2.1 d Call – in’s

Cabinet Members Delegated Decision – Styleman Court Disposal Strategy – June 2025

Cabinet Recommendation – Asset Disposal Policy – February 2026

## **3 Informal Working Group**

3.1 The Panel have one established informal working group.

3.1.a **Constitution Informal Working Group.** This Group was established in May 2024. The Terms of Reference of the Group includes reviewing the Constitution to ensure that it is fit for purpose and lawful and undertaking deep

dives of specific parts of the Constitution. The Group met on several occasions during 2025 and presented the update Scrutiny Information to the Panel which was endorsed in February 2026 and available on the intranet for Members. The Scrutiny Information was updated following the Joint Panel in October 2025 where Members considered a review of Scrutiny Governance arrangements with the outcome that further work to improve the Scrutiny function was carried out including improving work programming and training.

The updated and review Scrutiny documents included;

- Scrutiny and Executive Protocol
- Scrutiny Guide
- How to Select Scrutiny Work Topics and Work Programming
- Terms of Reference for Sifting Meetings
- Role Profile – Scrutiny Chair
- Summary of Call-in procedure.

The Informal Working Group will continue to consider and discuss amendments to the Constitution.

#### **4 Joint Panel Meetings**

4.1 Three Joint Panel Meetings were held during 2025/2026

- September 2025 – Final Proposal for Local Government Reorganisation in Norfolk
- October 2025 – Scrutiny Governance Review
- January 2026 – The Budget

4.2 The Chairs and Vice Chairs of all three Panels also meet on a regular basis to consider the Cabinet Forward Decisions List and co-ordinate the work of the Panels.

#### **5 Plan for Next Year – 2026/2027**

5.1 The Constitution Informal Working Group will continue their work

5.2 The Chairs and Vice Chairs of all Panels will continue to meet to co-ordinate the work of all three Panels and arrange Joint Panel meetings where there are cross-cutting issues.

5.3 As part of the continued work on Scrutiny development, members are encouraged to attend the Scrutiny Workshops provided to set out the Panels Work Programme for the next Municipal Year; along with other training being provided to Members in preparation for Local Government Reorganisation.

5.4 Members of the Panel are encouraged to submit items for consideration by the Panel.