

Borough Council of
**King's Lynn &
West Norfolk**



Corporate Performance Panel

Agenda

Monday, 17th July, 2017
at 5.30 pm

in the

**Education Room
Town Hall
Saturday Market Place
King's Lynn
PE30 5DQ**



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King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
Telephone: 01553 616200
Fax: 01553 691663

6 July 2017

Dear Member

Corporate Performance Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Monday, 17th July, 2017 at 5.30 pm** in the **Education Room - Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. **Appointment of Chairman for the Municipal Year 2017/2018**
2. **Appointment of Vice-Chairman for the Municipal Year 2017/2018**
3. **Apologies**

4. **Minutes** (Pages 6 - 27)

To approve the minutes from the Corporate Performance Panel held on 21 March 2017.

5. **Declarations of Interest**

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on any item or simply observing the meeting from the public seating area.

6. Urgent Business Under Standing Order 7

To consider any business which, by reason of special circumstances, the Chairman proposed to accept as urgent under Section 100(b)(4)(b) of the Local Government Act 1972.

7. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

8. Chairman's Correspondence (if any)

9. CIC Area Offices (Pages 28 - 33)

10. Council Tax Support: Development of the Draft Scheme for Consultation 2018/2019 (Pages 34 - 42)

11. Council Tax Discounts (Pages 43 - 46)

12. Non-Domestic Rates - Discretionary Hardship Relief (Pages 47 - 58)

13. Performance Management Framework - Update (Verbal Report)

14. 2016/2017 Full Year Performance Monitoring Report and Action Report (Pages 59 - 68)

15. Corporate Performance Monitoring - Target Setting for 2017/2018 (Pages 69 - 76)

16. 2016/2017 Q4 Corporate Business Plan Monitoring Report (Pages 77 - 95)

17. Nomination to Outside Bodies and Partnerships - Hunstanton Sailing Club Development Sub-Committee (Pages 96 - 97)

18. Panel Work Programme 2017/2018 (Pages 98 - 102)

To note the Panel's Work Programme for 2017/2018.

19. Date of Next Meeting

To note that the date of the next meeting of the Corporate Performance Panel will be held on 30 August 2017.

To:

Corporate Performance Panel:

Councillors B Anota, B Ayres, P Beal, J Collop, N Daubney, G Hipperson, G Howman, H Humphrey, J Moriarty, A Morrison, D Tyler and G Wareham

Portfolio Holders:

Item 9:	Councillor Mrs K Mellish, Portfolio Holder Human Resources, Facilities and Shared Services
Item 10:	Councillor A Lawrence, Portfolio Holder Housing and Community
Items 11 & 12:	Councillor B Long, Leader
Items 13, 14, 15 & 16	Councillor P Hodson, Portfolio Holder Systems and Economic Development

Management Team Representatives:

Debbie Gates, Executive Director Head of Central & Community Services
Lorraine Gore, Assistant Director
Ray Harding, Chief Executive

Appropriate Officers: The following officers are invited to attend in respect of the Agenda item shown against their name

Item 9:	Honor Howell, Assistant Director
Items 10, 11 & 12:	Jo Stanton, Revenues and Benefits Manager
Items 13, 14, 15 & 16:	Becky Box, Policy Performance and Personnel Manager