

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



Environment and Community Panel

Agenda

Tuesday, 14th July, 2020
at 3.00 pm

**Remote Meeting on Zoom and available for
the public to view on [WestNorfolkBC on You
Tube](#)**



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

Friday 3 July 2020

Dear Member

Environment and Community Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 14th July, 2020 at 3.00 pm** as a **Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Apologies for absence

To receive any apologies for absence.

2. Minutes (Pages 4 - 7)

To approve the minutes of the previous meeting.

3. 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.

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

4. Urgent Business

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

5. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chair of their intention to do so and what items they wish to be heard before a decision on that item is taken.

6. Chair's Correspondence

If any.

7. Alive West Norfolk Update (50 minutes) (Pages 8 - 18)

8. Full Year Corporate Performance Monitoring (20 minutes) (Pages 19 - 24)

9. Work Programme and Forward Decision List (Pages 25 - 30)

10. Date of the next meeting

To note that the next meeting of the Environment and Community Panel is scheduled to take place on Tuesday 8th September 2020 at 3.00pm.

To:

Environment and Community Panel: Miss L Bambridge, C Bower (Vice-Chair), A Bubb, A Bullen, S Collop, M de Whalley, A Kemp, J Kirk, J Lowe, C Sampson (Chair), S Squire and M Wilkinson

Portfolio Holders:

Councillor B Long – Leader of the Council

Councillor E Nockolds – Portfolio Holder for Culture, Heritage and Health

Officers:

Martin Chisholm – Assistant Director

Neil Gromett – Managing Director Alive West Norfolk

Ged Greaves – Senior Policy and Performance Officer

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**ENVIRONMENT AND COMMUNITY PANEL****Minutes from the Meeting of the Environment and Community Panel held on Tuesday, 2nd June, 2020 at 3.00 pm in the Zoom and You Tube**

PRESENT: Councillor C Sampson (Chair), L Bambridge C Bower, A Bubb, A Bullen, S Collop, M de Whalley, A Kemp, J Lowe, S Patel (substitute for J Kirk), S Squire and M Wilkinson.

Portfolio Holders

Councillor I Devereux – Portfolio Holder for Environment

Members Present Under Standing Order 34: Councillors Parish and Ryves.

Officers:

Martin Chisholm – Assistant Director

Ged Greaves – Senior Policy and Performance Officer

Lorraine Gore – Chief Executive

Jo Russell – Care and Repair Manager

EC88: WELCOME AND INTRODUCTIONS

The Chair informed the Panel that the meeting was being broadcast live on You Tube. The recording of the meeting is available at [WestNorfolkBC on You Tube](#).

The Democratic Services Officer conducted a roll call to confirm attendees.

EC89: APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Kirk.

EC90: MINUTES

RESOLVED: The Minutes from the previous meeting were agreed as a correct record.

EC91: DECLARATIONS OF INTEREST

There were no declarations of interest.

EC92: URGENT BUSINESS

There was none.

EC93: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillors Parish and Ryves.

EC94: **CHAIR'S CORRESPONDENCE**

There was none.

EC95: **OFFICER UPDATE - CURRENT SITUATION AND IMPACT ON THE PANEL WORK PROGRAMME**

The Assistant Director provided an update on the work officers had been doing which would have an impact on the Panel's Work Programme and the overall work being undertaken by the Borough Council, which included:

- The Management Co-ordination Group dealing with operational and policy changes.
- Delivery of business grants.
- Discretionary Grant Scheme.
- Providing accommodation for the homeless.
- Providing assistance and support to vulnerable people and those on the Government Shield List including the collection of prescriptions and provision of emergency food supplies.
- Working with Norfolk County Council and other organisations.
- Redeployment and furlough of Alive West Norfolk staff.
- Ask Lily.

The Assistant Director explained that the Council received information from Government at the same time as the public and often had to implement changes quickly in accordance with Government Guidance. He also provided information on work carried out in West Norfolk to make social distancing easier for members of the public.

The Chair thanked the Assistant Director for his update and invited questions and comments from Members of the Panel. The Assistant Director and Chief Executive responded to questions as follows.

- The Vice Chair, Councillor Bower congratulated officers who were quick to react in Hunstanton and ensure it was well prepared.
- The pods which were being used for homeless people were effectively workers accommodation with washing, toilet and cooking facilities. He also explained that the Council had an arrangement with the Travelodge who were providing accommodation for the homeless. Questions were also asked about how homelessness issues would be looked at going forward.

- The Assistant Director and Chief Executive responded to questions relating to the Government Shield List and the additional work carried out by the Council to identify residents who may need assistance.
- Resort Services were being proactive and reactive and had opened up the resort to allow for visitors.
- Issues relating to Bawsey and Leziate car parking issues.
- Councillor Kemp asked about Covid-19 Transmission rates and Care Homes which was not within the remit of the Borough Council, but were considered at the Norfolk Resilience Forum and issues would be best directed to the CCG. The Chief Executive agreed to pass on the issues raised by Councillor Kemp.
- Highways, pavements and cycling improvements across the Borough.
- The information on the Ask Lily website, www.asklily.org.uk included details of volunteer groups which had been set up across the Borough.
- Councillor Parish addressed the Panel under Standing Order 34 and raised issues regarding litter on the beach, CCTV and Car Parking issues at Heacham. It was also confirmed that items which had been slipped from the Work Programme relating to the Environment, such as the Climate Change Policy, would be brought back to the Panel in due course.
- The Panel would have the opportunity to look at the Borough Councils Recovery Plan.

RESOLVED: The update was noted.

EC96: **QUARTER 3 PERFORMANCE MONITORING REPORT (20 MINUTES)**

The Senior Policy and Performance Officer presented the report and highlighted the indicators that had not met target.

The Care and Repair Manager provided the Panel with information on the following:

- Reasons why some of the indicators had not met their target.
- What a Disabled Facilities Grant was the processes involved in applying for a grant.
- An overview of the range of services and adaptations which were available.
- Case studies to offer an insight as to why some targets had not been met.

The Chair thanked officers for their presentation and invited questions and comments from the Panel. The Care and Repair Manager responded to questions as follows:

- The Chair suggested that the targets be reviewed and amended if required and this was something that officers would look at.
- The team was stable and well trained, however it was the volume of cases and demand for the service which meant that targets were not being met.
- The service worked to the Government requirements to progress grants and had an agreed Policy in place.
- The targets were the same across all areas of works, but it was acknowledged that different adaptations all took a different amount of time to complete and it could be that targets could be broken down to account for the different types of work.
- It was clarified that repair work was covered by a loan and Disabled adaptations were covered by a grant.
- The service received between 70 and 100 enquiries per month.

RESOLVED: The Panel reviewed the performance monitoring report and agreed the actions outlined in the report.

EC97: **WORK PROGRAMME AND FORWARD DECISION LIST**

The following items were suggested for inclusion on the Work Programme:

- Swift/bird boxes in Council owned buildings and an action plan on how urban wildlife could be encouraged in relation to new and existing builds.
- Health inequalities in West Norfolk in relation to Coronavirus death rates, access to green spaces and access to health services.
- Presentation on biodiversity loss and climate change.

RESOLVED: The Panel's Work Programme was noted.

EC98: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel would be held on Tuesday 14th July 2020 at 3.00pm via Zoom and available to view on You Tube.

The meeting closed at 4.33 pm

Year 1 – Our Journey



Branding

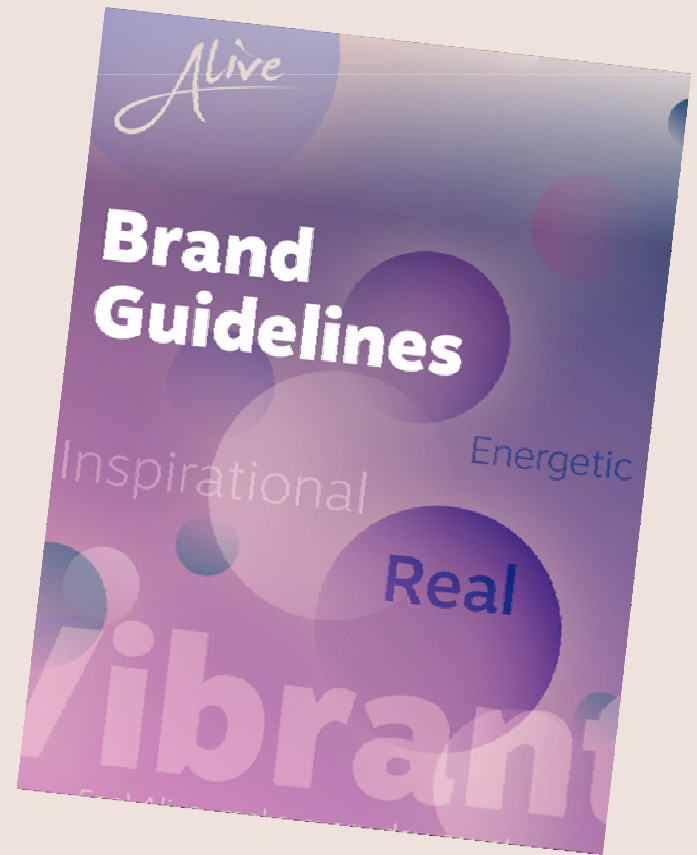
Alive

6

Alive
West Norfolk

Alive
West Norfolk

Alive
West Norfolk



Staffing



250 staff TUPE from ALT and AML to the new AWN

New management team and governance structures implemented

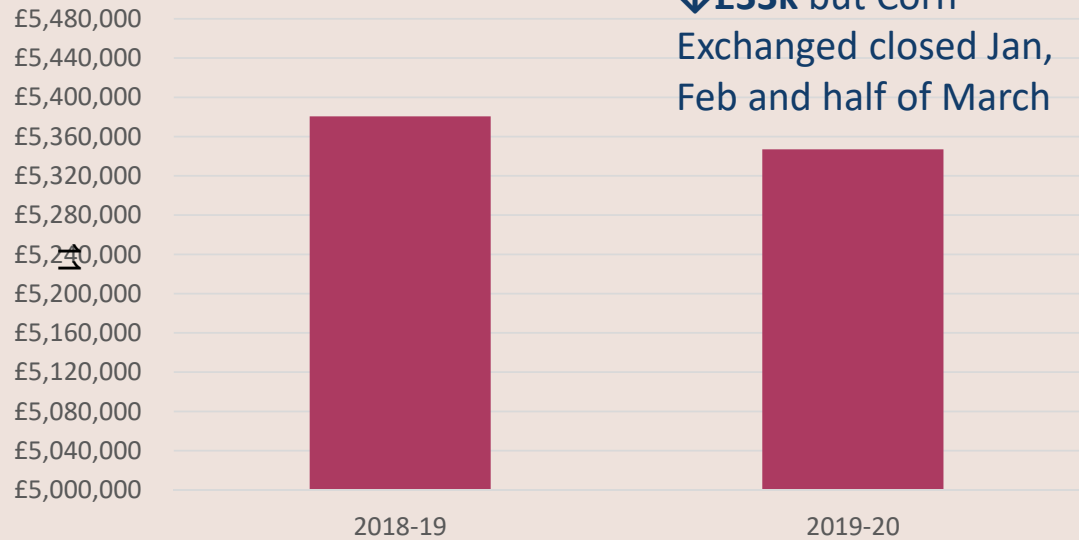
Staff savings of approximately £223k pa

A further 50 staff TUPE in March 2020 from Town Hall, Stories of Lynn and TIC

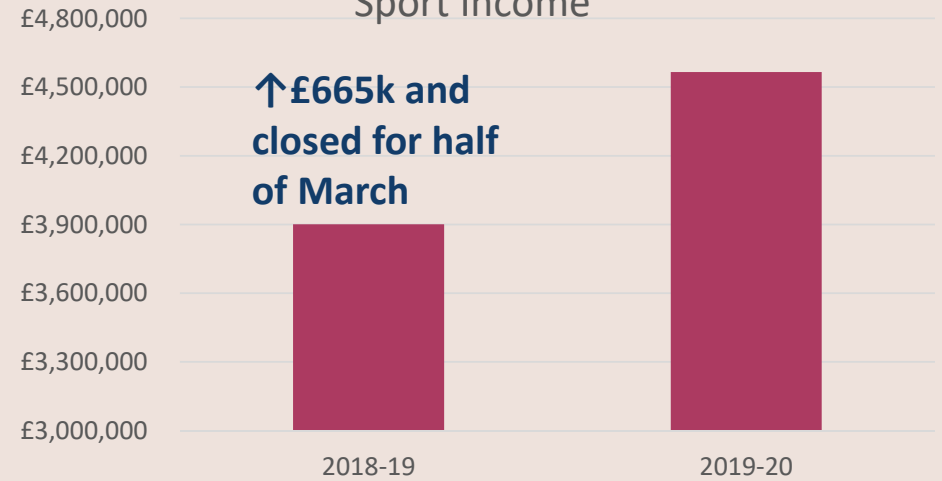
Finance



Income



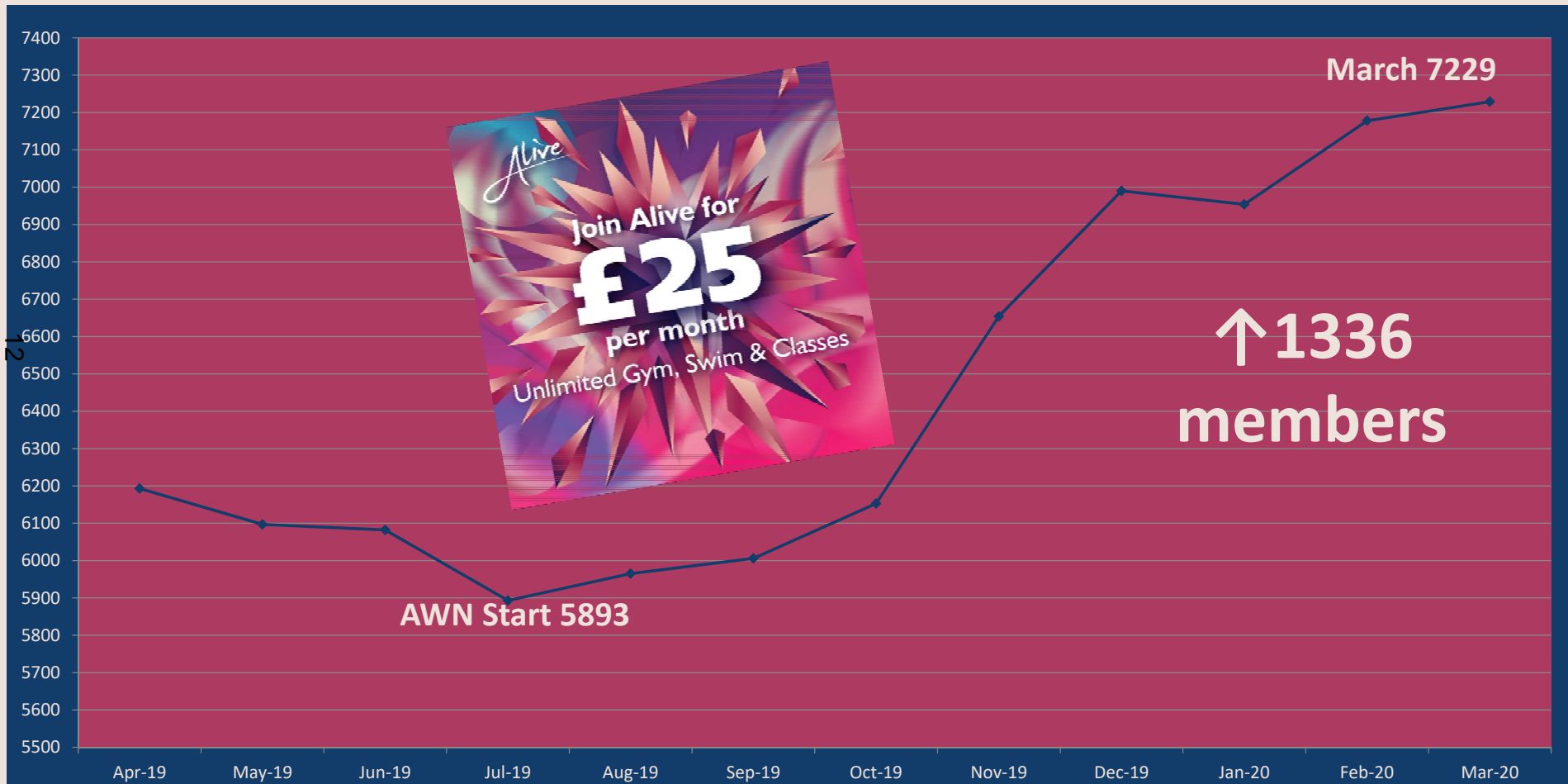
Sport Income



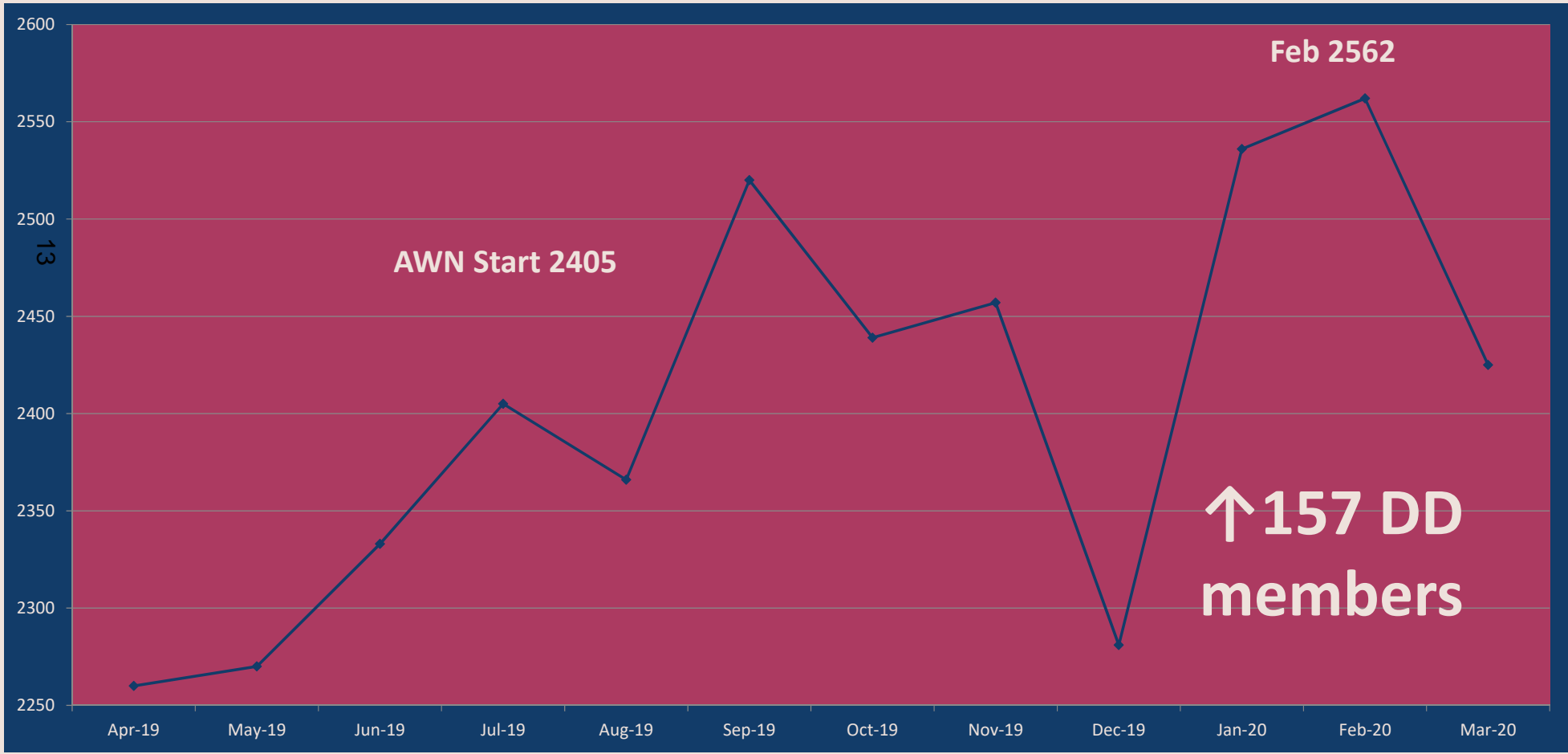
Overall Performance Against Budget: **+£75k**

Management fee to be paid to the council: **£34k**

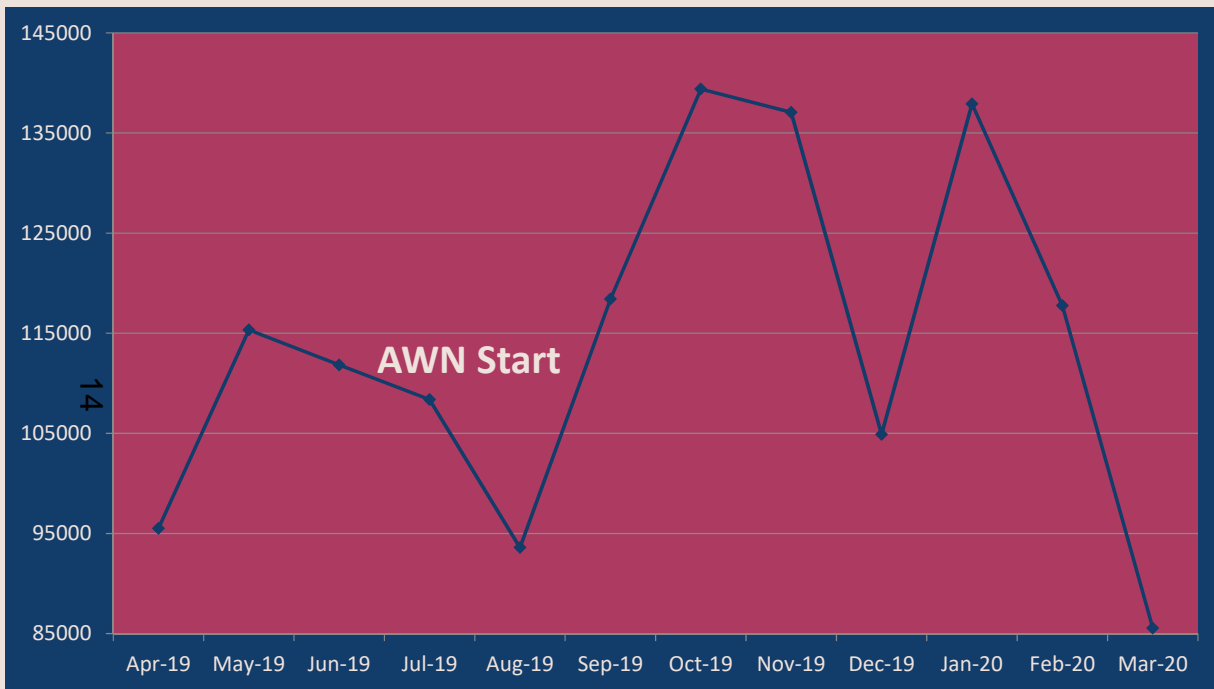
Memberships



Sports Lessons

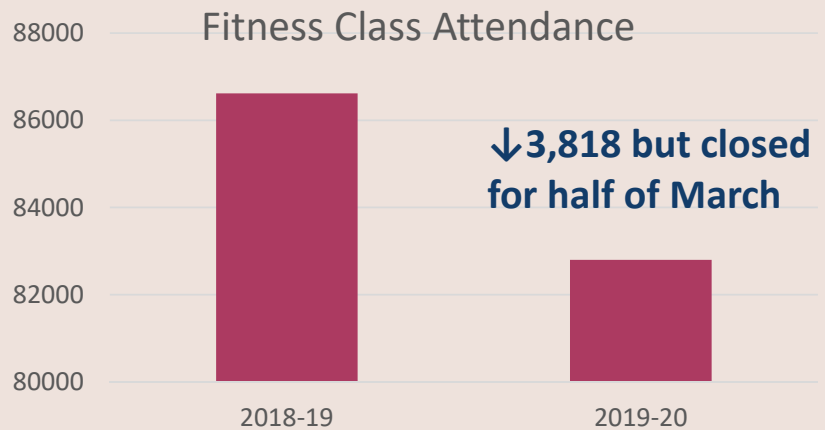
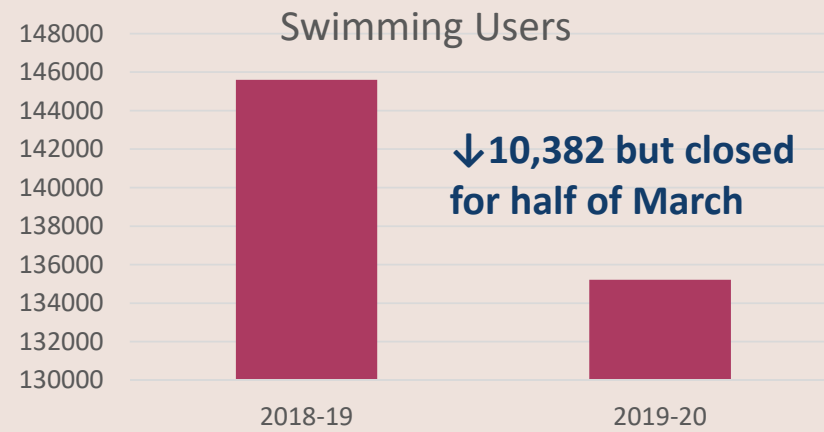
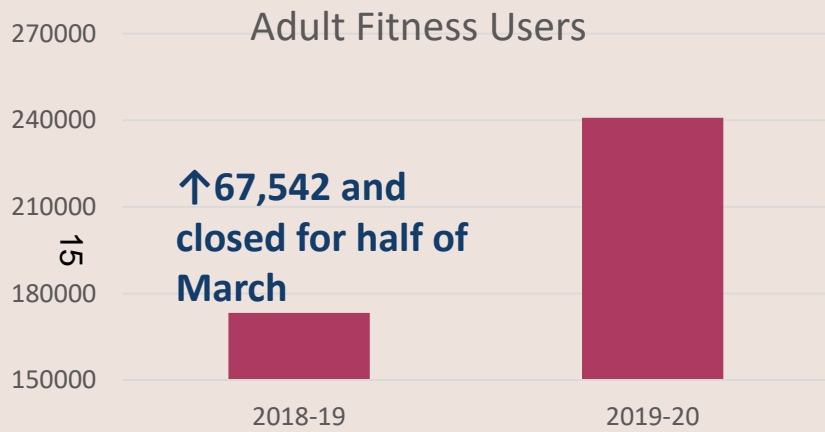


Attendances



- New method implemented for attendance calculation providing a consistent approach across all sites.
- Able to quantify 'attendance' and 'participation'.
- Clear service area reporting aiding business decisions and response action plans.

Attendance Impact



Record breaking panto with **22,413** attendances

Developments

Alive
West Norfolk



Adult Memberships

The prices displayed are adult prices (18 years and older).

[Click to book memberships](#)

Alive 1	Alive 3	Alive 3+
Choose one from gym, swim or classes	Gym, swim & classes	Gym, swim, classes & more
Minimum term 12 month	Minimum term 12 month	Minimum term 12 month
£20 start up fee	£20 start up fee	£20 start up fee
£25 monthly	£30 monthly	£35 monthly
£275 priority (last month drop)	£330 priority (last month drop)	£385 priority (last month drop)
Sign up	Sign up	Sign up
More information	More information	More information

MEMBERSHIP ENQUIRY

BOOK A TOUR

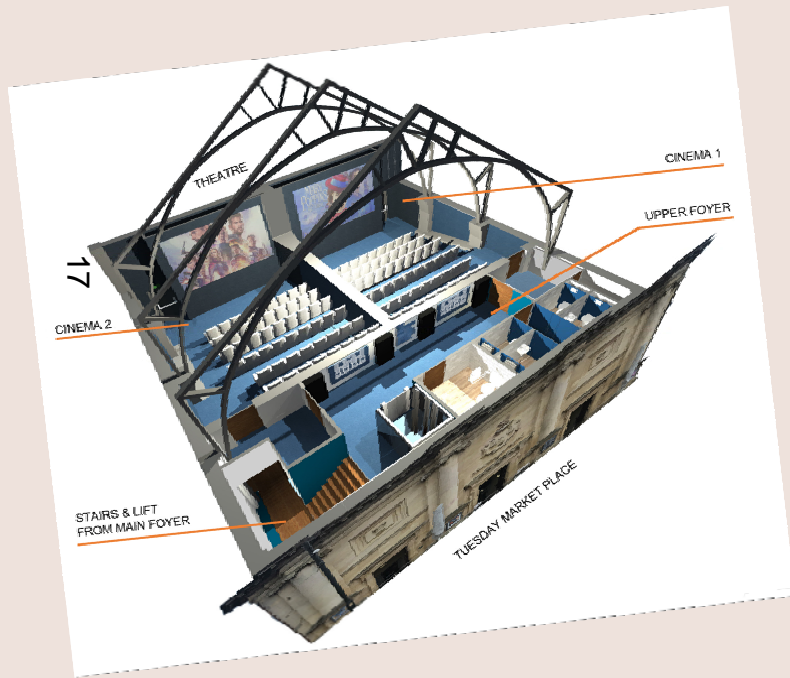


Good partnership working with the council with the Town Hall, Stories of Lynn and Custom House TIC now part of AWN

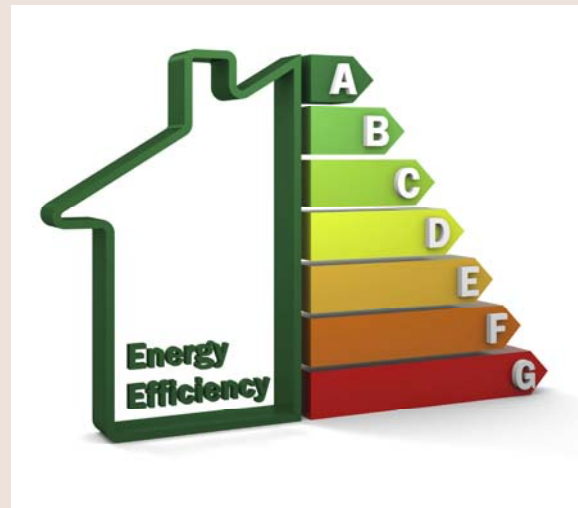
Improved data with monthly Business Performance Reports for Managers

Introduced Join Online with 30% of memberships now sold online

Developments



Corn Exchanged Closed for New Cinema development due to open Aug 2020



REFIT Energy Efficiency Project Underway



Developed the Local Football Facilities Plan with the FA and developed plans for a new 3G pitch

COVID-19 and Impact



During C-19 Awn supported the council with:

Childcare Activity Club

1025 bookings from **88** Children,
supporting **58** families to go to work)

Rehoming the homeless and providing meals
for the Homeless Shelter

Redeploying staff to Lily, Waste
Management, Cleaning at KC

**Since March 2020 and the start
of C-19 the impact on Awn has
been:**

£0 income for 3 months

700 members have cancelled

Following industry impact assessments we
predict income to be reduced by **£2m** for
2020-21 and it is unclear whether the Corn
Exchange will open this year.

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Environment and Community Panel		
DATE:	14 July 2020		
TITLE:	Corporate Performance Monitoring Full Year 2019-20		
TYPE OF REPORT:	Monitoring		
PORTFOLIO(S):	Performance		
REPORT AUTHOR:	Ged Greaves		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	No

REPORT SUMMARY/COVER PAGE




PURPOSE OF REPORT/SUMMARY:
The corporate performance monitoring report is in place to monitor progress against agreed performance indicators for the year. The report contains information on the corporate performance monitoring undertaken during 2019-20.
KEY ISSUES:
Performance indicators for 2019-20 have been agreed by Portfolio Holders and Executive Directors as the key performance measures for the year; they cover all directorates. These indicators are reported quarterly to the Corporate Performance Panel. This monitoring report highlights specific performance issues; where indicators have not met agreed targets they are drawn out into an action report, which provides additional detail on what actions are being taken to correct performance that has a variance to target. The 2019-20 monitoring report shows that of the 21 indicators, 7 targets have been met and performance has improved against target for 4 of the indicators.
OPTIONS CONSIDERED:
Not applicable.
RECOMMENDATIONS:
The Panel is asked to i. Review the performance monitoring report ii. Agree the actions outlined in the Action Report.
REASONS FOR RECOMMENDATIONS:
To demonstrate that the Council monitors and puts in place appropriate actions to correct performance that has a variance to the set target, to assist us in meeting our statutory duty to try and secure continuous improvement.



1. Introduction

- 1.1 The council's performance management framework includes quarterly monitoring and reporting of performance. Each quarterly performance report is presented to the Corporate Performance Panel and made available to all councillors and portfolio holders for information on the council's intranet, Insite.
- 1.2 Corporately there are 54 performance indicators for 2019-20 and these have been agreed by portfolio holders and executive directors as the key performance measures for the year. Of this 54, 21 relate to the Environment and Community Panel's remit and these are reported in full in the performance monitoring report 2019-20.
- 1.3 Exception reporting is used whereby those indicators that have not met their target are drawn out into an action report. This report focuses attention on adverse performance. In addition to the notes shown on the full report, senior managers provide information on the actions being taken to bring performance in line or reasons why this cannot happen.
- 1.4 Indicators and targets are agreed by portfolio holders and executive directors. As part of its work programme, the panel may wish to consider the indicators within its remit and make recommendations regarding future performance measures and targets.

2. Monitoring Report - Key points from the 2019-20 performance monitoring report

- 2.1 The following tables summarise the council's current performance levels, comparing performance to the previous quarters.

		Number of indicators				Indicator
		Q1 2019-20	Q2 2019-20	Q3 2019-20	Full Year 2019-20	
Performance has improved		3	4	5	4	HS 2,14 EV 2,5
Performance has not improved		3	5	4	3	HS 10 EV 3,4
Performance has met and continues to meet target		0	0	0	2	HS 15 EV 1
Other: • new indicator • monitor only		13	12	12	12	HS 1,3,4,5, 6,7,8,9,11, 12,13 EV 6
Total number of indicators		19	21	21	21	

		Number of indicators				Indicator
		Q1 2019-20	Q2 2019-20	Q3 2019-20	Full Year 2019-20	
Performance target met		5	3	4	7	HS 10,14, 15 EV 1,3,5,6
Performance target not met		4	6	5	5	HS 1,11, 12,13 EV 4
Other: • no quarterly target • monitor only		10	12	12	9	HS 2,3,4,5, 6,7,8,9 EV 2
Total number of indicators		19	21	21	21	

3. Issues for the Panel to Consider

Members should review the attached analysis of achievement of the agreed performance indicators for the year. The Action Report should then be reviewed to ensure areas which have not met target are appropriately addressed.

4. Corporate Priorities

Performance indicators are developed to monitor key activities many of which directly underpin the achievement of the council's Corporate Business Plan.

5. Financial Implications

None

6. Any other Implications/Risks

None

7. Equal Opportunity Considerations

None

8. Consultation

Management Team, senior officers and portfolio holder

9. Conclusion

Management Team actively monitors this information on a regular basis and uses the information highlighted on the action report to gain an understanding of the reasons for the levels of performance that have been reported. Members should use the report to assess the actions outlined in the action report which the panel is asked to agree.

10. Background Papers


Corporate Business Plan 2015/16 – 2019/20

Performance Monitoring Action Report Full Year 2019-20






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









This report highlights indicators that have not met target for 2019-20 and is a supporting document to the Performance Monitoring 2019-20 report. Comments / actions are recorded to help evidence performance management undertaken by the Council.

Status		This indicator has not met the target.
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Performance Indicators Full Year 2019-20

Ref	Name	2019/20 Target	2019/20 cumulative performance	Q4 2019/20 (Jan-Mar) performance	Status	Notes	Actions
HS1	% of HMO's inspected in accordance with the programmed inspection regime	100.00%	70.4%	71.4%		During Q4, the Housing Standards team, due to various reasons, had reduced resources available . A full establishment was achieved in March however, Covid restrictions have subsequently reduced the ability to inspect HMOs which are considered high risk.	Programmed inspections will re-commence as soon as it is safe to do so and in accordance with corporate guidance.
HS11	Time taken (in weeks) from first contact to completion of work on Disabled Facilities Grant	30.0	44.0	30.0		The Repairs and Adaption Manager attended E&C panel on 2 June and explained in depth that there were a number of factors affecting all of our cases for 2019/20. Cases were affected by a lengthy waiting list and delays due to this list being addressed over a considerable period of time. Other factors for some of the cases were the financial assessment and clients having to source bank statements, savings accounts as we need proof of all income to be able to carry out a means test. For some cases they were delayed due to the client going into hospital temporarily during the process of the grant application and in other cases the work themselves were delayed because the contractor was unable to provide a start date for a few months. These are the main reasons for the targets not being met for a number of cases but there were other reasons on a case by case basis.	Continued monitoring of indicators whilst retaining the 2019/20 targets for 2020/21.
22 HS12	Time taken (in weeks) from first contact to completion of work on Adapt passported cases with a value under £6,000	25.0	28.0	27.0			
HS13	Time taken (in weeks) from first contact to completion of work on Adapt grant means-tested cases with a value under £12,000	30.0	34.0	36.0			
EV4	No of brown bins in use for composting	27000	26551	-398		During Q2 2019/20 we were unable to process new applications due to staffing issues, this has had an impact on the cumulative total for the year.	Follow government guidance and encourage people to stay at home and enjoy the garden.

Status	 Indicator has not met the target	 Indicator has met target	 New 2019-20 indicator
Trends	 The value of this indicator has improved	 The value of this indicator has worsened	 The value of this indicator has not changed

Actions being taken on indicators that have not met target are outlined on the accompanying Action Report

Housing

Ref	Link to Corporate Priority	Name	Good Performance	2018/19 cumulative performance	2019/20 target	2019/20 cumulative performance	2019/20 status	Versus this time last year	Note
HS1	2	% of HMO's inspected in accordance with the programmed inspection regime	Aim to maximise	-	100%	70.4%			During Q4, the Housing Standards team, due to various reasons, had reduced resources available . A full establishment was achieved in March however, Covid restrictions have subsequently reduced the ability to inspect HMOs which are considered high risk.
HS2	2	Spend on bed and breakfast accommodation (gross)	Aim to minimise	£45,648	-	£43,441	-		Monitor only
HS3	2	No of households with a homelessness declaration	Aim to minimise	-	-	469	-		Monitor only
HS4	2	No of households prevented from becoming homeless for a minimum of 6 months	Aim to maximise	-	-	31	-		Monitor only
HS5	2	No of households accepted as homeless with a need to be rehoused (Full housing duty)	Aim to minimise	-	-	34	-		Monitor only
HS6	2	% of cases who were offered a prevention and relief duty who remain homeless and are owed no further duty.	Aim to minimise	-	-	33.7%	-		Monitor only
HS7	2	No of rough sleepers	Aim to minimise	-	-	5	-		Monitor only
HS8	2	No in temporary accommodation - bed and breakfast	Aim to minimise	-	-	61	-		Monitor only
HS9	2	No of social housing lettings - against a baseline	Aim to maximise	-	-	511	-		Monitor only
HS10	6	% of Careline alarms installed within 10 days from date of enquiry	Aim to maximise	93.8%	90.0%	91.7%			

Performance Monitoring Full Year 2019-20

Ref	Link to Corporate Priority	Name	Good Performance	2018/19 cumulative performance	2019/20 target	2019/20 cumulative performance	2019/20 status	Versus this time last year	Note
HS11	6	Time taken (in weeks) from first contact to completion of work on Disabled Facilities Grant	Aim to minimise	28.0	30.0	44.0			See notes in Action Report.
HS12	6	Time taken (in weeks) from first contact to completion of work on Adapt passported cases with a value under £6,000	Aim to minimise	18.0	25.0	28.0			
HS13	6	Time taken (in weeks) from first contact to completion of work on Adapt grant means-tested cases with a value under £12,000	Aim to minimise	10.4	30.0	34.0			
HS14	1	No of days to process new benefit claims	Aim to minimise	14	17	13			
HS15	1	No of days to process changes of circumstances	Aim to minimise	10	11	10			

Environment

Ref	Link to Corporate Priority	Name	Good Performance	2018/19 cumulative performance	2019/20 target	2019/20 cumulative performance	2019/20 status	Versus this time last year	Note
24 EV1	3	Average response time for removal of fly-tips (days)	Aim to minimise	1.0	1.0	1.0			
EV2	3	No of fly tipping incidents recorded	Aim to minimise	1,460	–	1,261	–		Monitor only
EV3	3	Total of waste recycled and composted (tonnage)	Aim to maximise	28,068	28,000	28,034			
EV4	3	No of brown bins in use for composting	Aim to maximise	26,667	27,000	26,551			During Q2 2019/20 we were unable to process new applications due to staffing issues, this has had an impact on the cumulative total for the year.
EV5	3	Premises rated 3 or above in accordance with the food hygiene rating system	Aim to maximise	96.3%	95.0%	96.9%			
EV6	3	% of food interventions achieved	Aim to maximise	–	80.0%	84.3%			

ENVIRONMENT AND COMMUNITY PANEL WORK PROGRAMME 2020/2021

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
2nd June 2020	Officer update on the current situation and the impact this will have on the Panel Work Programme.	Update		
	Carried forward from April Meeting - Quarter 3 2019/2020 Corporate Performance Monitoring.	Performance Monitoring	Ged Greaves	
14th July 2020	Alive West Norfolk Update	Update	Chief Operating Officer – Alive West Norfolk	As requested by the Panel.
	Corporate Performance Monitoring – Full Year	Performance Monitoring	Ged Greaves	
8th September 2020	Air Quality Annual Monitoring	Monitoring	Dave Robson	To receive the annual update
	Climate Change Policy	Policy Development	Dave Robson, Henry Saunders and Ged Greaves	To consider the draft Policy
20th October 2020	Annual Update on the Homelessness and Rough Sleeper Action Plan and Work of the Task Group	Update	Duncan Hall	Last update presented to the Panel in October 2019
	Scrutiny and the Executive Protocol			
8th December 2020				
26th January 2021				

25

9 th March 2021				
20 th April 2021				

To be scheduled

- Shop mobility
- Climate Change impact assessed against new Policies
- Update on the Docks
- Review of Chinese Lanterns and mass balloon releases Policy and NCC Balloon and Lantern Release Charter.
- Prevent and County Lines – last update presented to the Panel in October 19, next update due October 2020.
- Youth West Project. Last went to Panel in July 2018.
- Update on the ‘Keeping Seals Safe from Flying Rings’ Campaign – as required.
- Nominations to Outside Bodies and Appointments to Task Groups and Informal Working Groups – to be added to the Work Programme after an Annual Council Meeting has been held.
- Sustainability Transformation Plan – Update from the CCG
- Contaminated Land Strategy Review
- Gayton Road Cemetery
- Swift Boxes
- Presentation on Biodiversity
- Health Inequalities in West Norfolk

FORWARD DECISIONS LIST

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
30 June 2020						
	Anti Money-Laundering Policy	Non	Cabinet	Leader Chief Executive		Public
	KLIC Independent Report	Non	Council	Chief Executive		Public
	Covid 19 – Recovery Strategy	Key	Cabinet	Covid 19- and Emergencies Assistant to the CEO		Public
27	Update to Standing Orders relating to Covid regulations	Non	Council	Leader Chief Executive		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
4 August 2020						
	Major Housing Project 2	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Salters Road, King’s Lynn	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information

						relating to the business affairs of any person (including the authority)
	Southend Road and Hunstanton Bus Station	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
28	Parkway	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Revised Budget	Key	Council	Leader Asst Dir - Resources		Public
	Revised Capital Strategy	Key	Council	Leader Asst Dir - Resources		Public
	Covid 19 – Recovery Plan	Key	Council			Public
	KLIC Loan Settlement Agreement	Key	Cabinet	Leader Asst Dir – Property & Projects		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

	CIL - Community Infrastructure Levy (CIL) – Governance and Spending	Key	Council	Development Asst Dir Environment & Planning		Public
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Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
22 September 2020						
29	Lynnsport one	Key	Council	Project Delivery Asst Dir Companies & Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Climate Change Policy	Key	Council	Environment Exec Dir – G Hall		Public
	Scrutiny and the Executive Protocol	Non	Council	Leader Chief Executive		Public
	Standing Orders Review	Non	Council	Leader Chief Executive		Public
	Strategic Property Acquisition	Key	Cabinet	Business Development Asst Dir Property & Projects – M Henry		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
17 November 2020						
	Update to the Major Project Board Terms of reference	Non	Cabinet	Leader Asst Dir Property & Projects – M Henry		Public