

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

**CORPORATE PERFORMANCE PANEL**

**Minutes from the Meeting of the Corporate Performance Panel held on Wednesday, 7th October, 2020 at 3.00 pm in the Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube**

**PRESENT:**

Councillors B Ayres, P Beal, J Collop, M de Whalley, I Devereux, C Hudson, H Humphrey, A Kemp, C Manning, J Moriarty, C Morley, S Nash, T Parish, C Rose, J Rust, A Ryves, D Tyler and D Whitby (substitute)

**Under Standing Order 34:**

Councillors A Kemp, C Morley, T Parish, J Rust, A Ryves and M de Whalley

**Portfolio Holders:**

Councillor B Long, Leader  
Councillor Mrs E Nockolds, Deputy Leader

**Officers:**

Alexa Baker  
Becky Box, Assistant Director, Central Services  
Lorraine Gore, Chief Executive  
Duncan Hall, Assistant Director, Regeneration, Housing and Place  
Geoff Hall, Executive Director  
Honor Howell, Assistant to the Chief Executive

CP149 **WELCOME AND INTRODUCTIONS**

The Chair informed the Panel that the meeting was being broadcast live on You Tube.

[Click here to view a recording of the meeting on You Tube](#)

The Chair advised that Item 9 – Update on the Borough Council's Recovery Plan would be considered prior to Item 8 – Corporate Performance Monitoring Indicators.

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

CP150 **APPOINTMENT OF VICE CHAIR**

**RESOLVED:** Councillor C Manning be appointed Vice Chair for the meeting.

**CP151 APOLOGIES**

Apologies for absence were received from Councillors S Dark and Mrs A Dickinson.

**CP152 MINUTES**

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The minutes of the meeting of the Corporate Performance Panel held on 2 September 2020 were agreed as a correct record.

**CP153 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**CP154 URGENT BUSINESS UNDER STANDING ORDER 7**

There was no urgent business.

**CP155 MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillors A Kemp, C Morley, T Parish, J Rust and A Ryves were present under Standing Order 34.

**CP156 CHAIR'S CORRESPONDENCE**

There was no Chair's correspondence.

**CP157 CALL-IN**

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Councillor Moriarty presented the call in and invited any of the supporters to address the Panel.

Councillor J Rust, supporter of the call-in addressed the Panel and outlined her reasons for supporting the call-in by Councillor Moriarty.

Councillor A Kemp, supporter of the call-in addressed the Panel and outlined her reasons for supporting the call-in by Councillor Moriarty.

At the invitation of the Chair, the Leader, Councillor Long addressed the Panel.

Councillor A Ryves, supporter of the call-in addressed the Panel and outlined her reasons for supporting the call-in by Councillor Moriarty.

The Chair invited the Panel to debate the call-in.

The Monitoring Officer responded to questions from the Panel in relation to:

- Reasons why the Chief Executive had determined it was a valid call-in.
- Role of the Chief Executive.
- Decision by Cabinet on 22 September 2020 – requesting the Monitoring Officer to draft proposed wording for the overall recommendations to Council.

Under Standing Order 34, Councillor de Whalley addressed the Panel.

The Panel debated the call-in.

The Panel voted on the call-in.

**RESOLVED:** The Panel did not uphold the call-in.

CP158 **UPDATE ON THE BOROUGH COUNCIL'S RECOVERY PLAN**

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The Executive Director, Central and Community Services presented the Borough Council's Recovery Plan circulated with the Agenda and responded to questions and comments from the Panel and Members attending under Standing Order 34 in relation to:

- Importance of monitoring the Recovery Plan.
- Borough Council's priorities and pressure on staffing resources.
- The Panel would receive a progress report at each meeting going forward.
- Circulation of weekly updates to Councillors.

The Leader Councillor Long applauded the efforts of staff during the Pandemic and highlighted the importance of monitoring the Borough Council's Recovery Plan.

On behalf of the Panel, the Chair thanked all officers for the good work undertaken in relation to the Pandemic.

**RESOLVED:** The Panel considered the recovery action plan and made comments during the debate and supported its submission to Cabinet and then Council.

CP159 **CORPORATE PERFORMANCE MONITORING INDICATORS**

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At the invitation of the Chair, Councillor Morley addressed the Panel and outlined the reasons for submitting his request.

Councillor Morley explained that following the presentation of the report on the Borough Council's Recovery Plan he would withdraw his recommendation.

The Assistant to the Chief Executive explained that a suite of performance indicators were being drafted to go alongside the Recovery Plan. Consultation was being undertaken with Management Team and Assistant Directors and it was noted that the performance indicators would be presented to the Panel to monitor recovery and how the Pandemic had impacted upon the work of the Borough Council.

The Leader commented that he agreed that performance monitoring was an important role undertaken by the Panel and that meaningful statistics would be presented to Members to give assurance that performance indicators were being monitored.

Under Standing Order 34, Councillor Kemp addressed the Panel and highlighted the importance of key performance indicators.

The Chair thanked Councillor Morley for submitting the request to the Panel.

CP160 **CLIMATE CHANGE IMPACT ASSESSED AGAINST THE POLICIES - I.E. CARBON IMPACT ASSESSMENT FORM**

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The Chair explained why this item would be deferred, but advised would remain on the work programme.

CP161 **CABINET FORWARD DECISIONS LIST**

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The Panel noted the Cabinet Forward Decisions List.

CP162 **WORK PROGRAMME**

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The Chair invited the Panel to forward any suggestions for inclusion on the work programme.

CP163 **FOR INFORMATION: FORMAL COMPLAINTS AGAINST THE BOROUGH COUNCIL 1 APRIL 2019 TO 31 MARCH 2020 (TO ALSO INCLUDE THE NUMBER OF COMPLIMENTS RECEIVED)**

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Councillor Ryves addressed the Panel under Standing Order 34.

The Panel received the Annual Formal Complaints against the Borough Council 1 April 2019 to 31 March 2020, which also include the number of compliments received by the Council (for information only).

The Chair thanked the Assistant to the Chief Executive for an informative report.

CP164 **FOR INFORMATION: EMPLOYMENT MONITORING FIGURES ANNUAL REPORT**

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The Panel received the Employment Monitoring Figures Annual Report (for information only).

The Assistant Director, Central and Community Services explained that the Annual Sickness report would be presented to a future Panel meeting which would include information on the days lost due to long term sickness absence and comparison with other Norfolk local authorities.

The Assistant Director, Central and Community Services responded to questions in relation to:

- Apprenticeships.
- Veterans employed by the Borough Council and their employment progression.

The Chair thanked the Assistant Director, Central and Community Services for a thorough and detailed report.

CP165 **DATE OF NEXT MEETING**

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The next meeting of the Corporate Performance Panel will take place on 11 November 2020 at 4.30 pm via Zoom.

CP166 **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 items of business on the grounds that it involves the likely disclosure of exempt information as defined in part 1 of Schedule 12A to the Act.

CP167 **BOROUGH COUNCIL'S ENGAGEMENT WITH PARTNERS - VERBAL UPDATE**

The Panel received a verbal update from the Assistant Director - Regeneration, Housing and Place.

The Assistant Director – Regeneration, Housing and Place responded to questions and comments from the Panel and Members attending under Standing Order 34.

The Chair thanked the Assistant Director for the update.

**The meeting closed at 5.06 pm**