

CORPORATE PERFORMANCE PANEL WORK PROGRAMME 2020/2021

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
3 June 2020	Procurement Awareness	Update	T Hague	To provide an update.
3 June 2020	Cabinet Report: Proposed virtual meeting SO amendments	Cabinet	A Baker	
3 June 2020	Q3 2019/2020 Corporate Performance Monitoring Report	Monitoring	H Howell	To review the report and in particular the Action Report. Members are also asked to agree the actions outlined in the Action Report.
22 July 2020	Update on the Refit Project	Update	N Gromett	To receive an update on the Refit project.
22 July 2020	Planning Sifting Panel – Post Implementation Update	Update	S Ashworth	To receive a post implementation update.
22 July 2020	Full Year 2019/2020 Corporate Performance Monitoring Report	Monitoring	H Howell	
22 July 2020	2015/2020 Corporate Business Plan Report	Monitoring	H Howell	
22 July 2020	<u>Exempt Cabinet Report:</u> KLIC Loan Settlement Agreement	Cabinet	M Henry	

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
2 September 2020	Lily		J Berry	The Panel to receive a presentation on all aspects of fund, use by public, personnel and in particular its role during the pandemic.
2 September 2020	Review of Election Process	Review	A Barrett	The Panel to receive an overview of the Borough Council's Election Process
2 September 2020	Freedom of the Borough		S Winter	Referred from Full Council
2 September 2020	Cabinet Report: Review of Standing Orders	Cabinet	A Baker	The Panel to consider the Cabinet Report and make any recommendations.
2 September 2020	Cabinet Report: Scrutiny and the Executive Protocol	Cabinet	A Baker	The Panel to consider the Cabinet Report and make any recommendations.
2 September 2020	Exempt Report: Hunstanton Sailing Club (Prior to receiving the update, the Panel to determine if the item should be discussed as an exempt report)	Annual Update	Councillor C Rose	The Panel to receive a report from the Borough Council's Representative (Councillor C Rose).
2 September 2020	Exempt: Cabinet Report: KLIC Settlement Agreement and Repayment Plan	Cabinet	M Henry	The Panel to consider the Cabinet Report and make any recommendations.

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
7 October 2020	Call In: Cabinet Report, Review of Standing Orders and Articles	Call In	A Baker	The item was called in following the Cabinet meeting on 22 September 2020.
7 October 2020	Request from Councillor Morley re Performance Indicators	Request from Councillor		The Panel to consider the request from Councillor Morley.
7 October 2020	Climate Change Impact assessed against new Policies i.e. Carbon Impact Assessment Form	Request from Councillor	D Robson	Request from the Chair to be discussed at a Panel meeting.
7 October 2020	The Borough Council's Recovery Plan	Update	D Gates/ G Hall	The Borough Council's Recovery Plan will be presented to the Panel.
7 October 2020	Formal Complaints against the Borough Council 1 April 2019 – 31 March 2020 The number of compliments received also to be reported.	Annual	Assistant to the Chief Executive	For information only.
7 October 2020	Employment Monitoring Figures – Annual Report	Annual	B Box	For information only
7 October 2020	Exempt Item: The Borough Council's Engagement with Partners	Update	D Hall	To provide an overview of the Borough Council's engagement with Partners

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
11 November 2020	Knights Hill Planning Appeal		S Ashworth	The Panel to receive a report detailing its history, costing, etc, the how and why.
11 November 2020	Annual Communications Update	Annual Update	S Clifton J Hillard A Howell	To provide the Panel with an annual update.
11 November 2020	Council Tax Support Scheme 2021/2022		J Stanton	The Panel to consider the final scheme.
11 November 2020	Update on the Council's Recovery Plan	Update	H Howell	Progress will be provided at each Panel meeting during 2020/2021.
11 November 2020	Amendments to Cabinet Report, Review of Standing Orders and Articles	Cabinet	A Baker	To consider the amendments from the Cabinet Meeting on 22 September 2020
11 November 2020	Exempt Cabinet Report: Care and Repair: Contractors Framework for aid and adaptations work	Cabinet	J Greenhalgh/ J Russell	To consider the report and make any appropriate recommendations to Cabinet.
11 November 2020	Exempt Cabinet Report: Careline Alarm Monitoring Contract	Cabinet	J Greenhalgh/ J Russel	To consider the report and make any appropriate recommendations to Cabinet.

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
6 January 2021	Local Plan Task Group Communication strategy		Planning Policy Team/ Portfolio Holder	Requested by Chair at CPP meeting of 11 November 2020
6 January 2021	Update on the Council's Recovery Plan	Update	H Howell	Progress will be provided at each Panel meeting during 2020/2021.
6 January 2021	Corporate Recovery Indicator Monitoring Report	Monitoring	H Howell	
6 January 2021	Exempt: KLIC Settlement Agreement and Repayment Plan	Quarterly Update	M Henry	Agreed on 2 September 2020 the Panel would receive quarterly updates.
17 February 2021	Update on the Council's Recovery Plan	Update	H Howell	Progress will be provided at each Panel meeting during 2020/21.
17 February 2021	Post Evaluation: H & M	Post Evaluation	M Henry	
17 February 2021	Request from Councillor P Beal: Hunstanton TIC			To consider the request submitted by Councillor P Beal
17 February 2021	Projects under Portfolio Holder for Project Delivery		Dale Gagen	How the projects have been affected by COVID in terms of costings, timings, etc.
17 February 2021	Annual Sickness Monitoring Report	Annual	B Box	For information only

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
31 March 2021	Presentation on Improving Attainment in West Norfolk	Annual Update	B Box	To provide an update on the Improving Attainment in West Norfolk.
31 March 2021	IT – the challenges presented by COVID and how they were met		R Godfrey	
31 March 2021	Update on the Council's Recovery Plan	Update	H Howell	Progress will be provided at each Panel meeting during 2020/21.
31 March 2021	Procurement Strategy	Strategy	T Hague	
31 March 2021	Scrutiny			To look at the compulsory statutory guidance and practice elsewhere
31 March 2021	Persistent and Vexatious Customers			
31 March 2021	EXEMPT: KLIC Settlement Agreement and Repayment Plan	Update	M Henry	To receive a quarterly update report.

Forthcoming items to be programmed

- Nominations to Outside Bodies and Partnerships – Hunstanton Sailing Club Sub-Committee (to be made following Annual Council.
- Town Hall Bar Proposal – N Gromett/M Chisholm will advise of date.
- Quarterly Update report – KLIC Settlement Agreement and Repayment Plan – M Henry (March/June/September/December)
- Report from the Informal Working Group on the Freedom of the Borough
- Recording of Meetings (to be considered as part of the hybrid) date to be advised

- Cabinet Report: Food Waste Collection
- Cabinet Report: Update to the Major Project Board Terms of reference

Post Evaluation Review of Projects

- Cinema, Corn Exchange