

## CORPORATE PERFORMANCE PANEL INFORMAL WORKING GROUP

Meeting	Current Time	Proposal by IWG	View of Panel/Committee
Planning Committee	9.30 am	To remain at 9.30 am	
Licensing Committee	During Office Hours	To remain during office hours	
Audit Committee	4.30 pm	View of Cllr Devereux Chair	<p>Colleagues, Following the IWG meeting I consulted with Michelle as the Principal Officer to the AC, Angie as Portfolio Holder (and former AC Chair) and Wendy Dem Services rep. I also managed to get some additional views of a cross-section of AC members (who were not involved at the IWG).</p> <p>Summary:- Background Factors:-</p> <p>A. The nature, purpose and content of the AC subject matter is highly technical and specialised - with responsibility for making significant decisions with existential consequences! This can need careful time management!</p> <p>B. At certain times The AC needs to interact with the External Auditor at mutually acceptable times.</p> <p>C. The content and proceedings depend very heavily on Officer presented material and explanation, with time for Members to scrutinise the detail and implications.</p> <p>D. Although some Elected Members may have significant commercial accountancy expertise, there is a need for specific Training to induct all AC Members into the special LG statutory obligations, requirements, processes, and practices. This is essential to delivering the effective opinion demanded of Members through the AC ToRs. So additional (Mandatory?) time needs to be scheduled flexibly according to Agendas and the work programme.</p> <p>The consolidated received wisdom is that:-</p>

			<ol style="list-style-type: none"> <li>1. The Current 1630 start time is the latest acceptable</li> <li>2. There was a strong case for starting earlier in the day: with a morning start suggested for onerous agendum requiring in depth consideration of complex issues. Particularly where extensive time might be required of a wide array Officer support staff.</li> <li>3. At present the past practice of associating Member Training with ACs has fallen into disarray. The consequence is that proceedings can be disrupted by irrelevant forays into commercial finance practice reducing the effectiveness and efficiency of the time and resources available. This creates the challenge of scheduling associated training events , thereby compounding the time management issues.</li> <li>4. The demographics of the existing elected AC membership implies greater potential for daytime meetings</li> <li>5. The nature, variability, timing, and intensity of the work programme over the year could benefit from greater flexibility in meeting start times and durations: to meet Officer, Member, and external Visitor needs. This requires active leadership.</li> <li>6. However, all of this needs to be fitted in with Facility availability and coordinated with related key meetings within the overall annual council meeting schedule</li> <li>7. There is no scope for a "one size fits all" solution.</li> </ol> <p>In conclusion, my view is that the start times and durations need to be planned by the Chair, Principal Officer, Portfolio Holder with support from Committee Members and Democratic Services based on the expected workload and key decision timing: for agreement with the Leader and Chief Executive for input to the Calendar of Meetings.</p>
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			I also believe it to be axiomatic, that any such arrangement should be re-addressed for any new administration following the four yearly Borough Election.
Environment and Community Panel	4.30 pm	To seek the view of the Chair/Panel	<p><b>Views expressed</b> Chair / V Chair/ S Collop prefer 4.30 Bubb/Squire prefer around 5 – 6</p> <p>Note from Chair -To the best of my knowledge E &amp; C Panel have had one request for a 6 o'clock start, one for any of 4-30, 5 or 6 o'clock and two for 4-30 starts. No reply from others so I can confirm that E &amp; C Panel will continue with starting at 4-30 pm for all meetings.</p> <p>Part of our preference for the early start is that we often have presenters from the outside world, whether by Zoom or in person at the meeting and the earlier start helps them.</p>
Corporate Performance Panel	4.30 pm	To seek the view of the Chair/Panel	
Regeneration and Development Panel	4.30 pm	To seek the view of the Chair/Panel	
King's Lynn Area Consultative Committee	4.30 pm	To seek the view of the Chair/Committee	Cllr A Tyler prefers 4.30 start