

## CORPORATE PERFORMANCE PANEL WORK PROGRAMME 2022/2023

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
16 June 2022	Appointment of Vice-Chair			To appoint a Vice-Chair for the Municipal Year 2022/2023.
16 June 2022	Call-in (if any)			
16 June 2022	Nominations to Outside Bodies and Partnerships – Hunstanton Sailing Club	Appointment as an Observer to an Outside Body		To appoint a representative as an observer role only.
16 June 2022	Review of New Waste Collection Contract Performance – Stage 2 – Review of the legal and technical contract performance for year 1 of the contract.	Councillor Request	B Brandford/ M Chisholm	
16 June 2022	Tourism – Harmful or Helpful? A review of key qualitative and quantitative factors influencing the future growth of Tourism resourcing, processes and benefits – do our residents benefit from our approach to promoting tourism in West Norfolk	Review	D Hall	Item put forward by Councillors Moriarty and Devereux

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16 June 2022	Full Review of Performance Indicators 2021/2022	Review	G Greaves	
16 June 2022	Scheme of Delegation/ Planning Sifting Panel	Cabinet	S Ashworth	
16 June 2022	Resourcing - Development Management Team (Planning)	Cabinet	G Hall	
16 June 2022	Hunstanton Promenade Waste Water – Update	Update	M Henry	
16 June 2022	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting.
16 June 2022	Cabinet Forward Decisions List			
16 June 2022	Panel Work Programme			
16 June 2022	<b>Exempt:</b> KLIC Repayment Plan	Quarterly Update	M Henry	Quarterly Update
<b>18 July 2022 – MEETING CANCELLED</b>				

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
12 September 2022	Matters Arising	Standing		The Panel are invited to submit any matters arising prior to the meeting.
12 September 2022	Call-in (if any)			
12 September 2022	Call in of Officer Delegated Decisions		A Baker	Request from the Chair
12 September 2022	Town Deal Board (Governance)		J Hay	Details set out in email from Councillor Moriarty dated 17 March 2022
12 September 2022	Q1 2022/23 Corporate Performance Monitoring Report	Monitoring	G Greaves	
12 September 2022	Notice of Motion from Council 14 July 2022: Menopause Workplace Pledge	Notice of Motion from Council referred to CPP		A discussion to be held on the views of the Panel.
12 September 2022	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting.
12 September 2022	Cabinet Forward Decisions List			
12 September 2022	Panel Work Programme			
12 September 2022	<b>Exempt:</b> KLIC Repayment Plan	Quarterly Update	M Henry	Quarterly Update
12 September 2022	<b>Exempt:</b> Update on Crofters	Councillor	M Henry	(Chair of CPP)

		Request		
DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
3 October 2022	Matters Arising	Standing		The Panel are invited to submit any matters arising prior to the meeting.
3 October 2022	Call-in (if any)			
3 October 2022	Feedback from Councillor Blunt on the enforcement issues discussed on 13 April 2022		Councillor R Blunt	
3 October 2022	Formal Complaints against the Borough Council 1 April 2021 - 31 March 2022  The number of compliments received also to be included in the report.	Annual	H Howell	For information only
3 October 2022	Report from the Informal Working Group – Review of the Corporate Complaints Policy		H Howell	
3 October 2022	<b>Exempt Report:</b> Corn Exchange Cinema – Post Project Development Review	Review	H Howell	
3 October 2022	<b>Exempt Report:</b> Hunstanton Sailing Club (Prior to receiving the update,	Annual Update	Borough Council's Appointed	The Panel to receive an annual report from the Borough Council's representative.

	the Panel to determine if the item should be discussed as an exempt report)		Representative	
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3 October 2022	Cabinet Forward Decisions List			
3 October 2022	Work Programme			
31 October 2022	Matters Arising	Standing		The Panel are invited to submit any matters arising prior to the meeting.
31 October 2022	Call-in (if any)			
31 October 2022	Q2 2022/23 Corporate Performance Monitoring Report	Monitoring	G Greaves	
31 October 2022	Hunstanton Promenade Waste Water – Update	Update	M Henry	
31 October 2022	Full Review of IDC to include the appointment of Members, standing orders relating to the investigation of discipline of statutory officers and terms of reference for that Committee.	Councillor Request		Request from Councillor Nash
31 October 2022	Review of Governance of Council Companies	Cabinet	G Greaves	

31 October 2022	Corn Exchange – (Request from Councillor Morley) – comparing the actual with 2 budget authorities	Councillor Request	M Drewery	Request from Councillor Morley
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31 October 2022	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting.
31 October 2022	Panel Work Programme			
31 October 2022	<b>Exempt Report:</b> Post Evaluation Review of H & M	Post Evaluation Review	M Henry	To undertake a review of the project
31 October 2022	<b>Exempt Report:</b> Serco Contract	Councillor Request	B Brandford/ M Chisholm/ G Hall	
4 January 2023	Matters Arising	Standing		The Panel are invited to submit any matters arising prior to the meeting.
4 January 2023	Call-in (if any)			
4 January 2023	Review of New Waste Collection Contract Performance – Stage 2 – Review of the legal and technical contract performance for year 1 of the contract.	Update	B Brandford/ M Chisholm	Further Update following 16.06.22 meeting
4 January 2023	Annual Communications	Annual Update	S Clifton/	

	Update		J Hillard/ A Howell	
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DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
4 January 2023	Cabinet Report: Update Safeguarding Policy	Cabinet	B Box	
4 January 2023	Cabinet Forward Decisions List			
4 January 2023	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting.
4 January 2023	Panel Work Programme			
4 January 2023	<b>Exempt:</b> KLIC Repayment Plan	Quarterly Update	M Henry	Quarterly Update
27 February 2023	Matters Arising	Standing		The Panel are invited to submit any matters arising prior to the meeting.
27 February 2023	Call-in (if any)			
27 February 2023	Scrutiny – to look at the compulsory statutory guidance and practice elsewhere		<b>Lead Officer to be identified</b>	
27 February 2023	Q3 2022/23 Corporate Performance Monitoring Report	Monitoring	G Greaves	
27 February 2023	Q3 2022/23 Corporate Business Plan Monitoring Report	Monitoring	G Greaves	



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27 February 2023	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting
27 February 2023	Cabinet Forward Decisions List			
27 February 2023	Panel Work Programme			
5 April 2023	Matters Arising	Standing		The Panel are invited to submit any matters arising prior to the meeting.
5 April 2023	Call-in (if any)			
5 April 2023	Council Season Car Parking Badges - Rules, cost, numbers and use and abuse	Councillor Request		Request from Councillor Moriarty
5 April 2023	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting
5 April 2023	Cabinet Forward Decisions List			
5 April 2023	Panel Work Programme			
5 April 2023	<b>Exempt:</b> KLIC Repayment <u>Plan</u>	Quarterly Update	M Henry	Quarterly Update

### **Forthcoming Items – Date to be advised**

Report of the Informal Working Group on Council Meeting Arrangements

Guidance in respect of Council Tax Support Scheme ahead of when it is presented to Council for approval – M Drewery/J Stanton

Statement of Community Involvement (request from Councillor Moriarty) – S Ashworth

January 2022 to December 2022 Report on use, or non-use RIPA powers (Annual Report) – July 2023

July 2023 – Performance of the Corn Exchange Cinema – N Gromett

January 2021 to December 2021 Report on use, or non-use of RIPA Powers – J Hay to advise of date once gone through democratic process.

### **Councillor Requests**

Councillors A Ryves – Council Owned Companies – Please provide a summary of the issue the performance of council owned businesses, West Norfolk property, West Norfolk Housing and Alive Leisure and any other 100% owned or partially owned business which operate independently. Email from Chief Executive (5 April 2022) stating Councillor Ryves in agreed that his item be deferred until the governance report has been considered – **Currently on Cabinet Forward Decision List for 15 September 2022.**

Councillor Morley - Please provide a summary of the issue the performance of the council owned businesses, West Norfolk property, West Norfolk housing and Alive Leisure, and any other 100% owned or partially owned business which operate independently of the Council

Councillor M de Whalley – Failure of West Norfolk Climate Change Partnership chaired by this Council to meet any of its terms of reference over the first 28 months of its existence.

Councillor J Moriarty – Hunstanton Advisory Group: Reason - Elected councillors have no idea what exactly this body is, how it is composed, where its minutes might be found, where it fits in the constitution, what powers it has, what money it has, what elections have been held, what remit it has - we know nothing about it. Yet it features in the local press as an important Consultee for major investments in the town.

Councillor J Moriarty – Relationship with the Shakespeare Trust in relation to the Guidhall. (Item to be scheduled following outcome of the HLF bid.

Councillor Morley - Review 3 year operational and financial plans 21/22, 22/23 &24/25 for Alive West Norfolk.

**Notice of Motion from Council 14 July 2022**

iv) Councillor S Squire proposed the following Notice of Motion (7/22), seconded by Councillor Rust.

“Menopause Workplace Pledge”

It is estimated there are some 13 million women in the UK that are currently peri or menopausal. Menopausal women are the fastest growing demographic in the workforce and almost 8 out of 10 menopausal women are in work. This council is aware that over 50% of our workforce and 25% of our councillors are women. It recognises that peri-menopause and menopause and the wide ranging symptoms involved can be a difficult time for women, can lead to a loss of confidence which may then lead to women leaving the workforce. This council would like to demonstrate they are fully supportive of both staff and councillors experiencing menopause and wish to be a Menopause Friendly Employer. Therefore, we agree to sign the Menopause Workplace Pledge, nominate a dedicated Menopause Champion amongst the staff and to arrange regular support and advice sessions that can be accessed by both staff and councillors. Councillors Squire and Rust spoke in support of the Motion. Under standing order 14.6 Councillor Dark proposed that the Motion be referred to the Corporate Performance Panel for consideration. Council debated referring the matter to the Panel. On being put to the vote the proposal was agreed.

**RESOLVED:** That the Motion be referred to the Corporate Performance Panel for consideration