

CORPORATE PERFORMANCE PANEL WORK PROGRAMME 2023/2024

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
21 June 2023	Appointment of Vice-Chair for the Municipal Year 2023/2024			To appoint a Vice-Chair for the Municipal Year 2023/2024.
21 June 2023	Call-in (if any)			
21 June 2023	2022/2023 Full Year Corporate Performance Indicator Monitoring Report	Monitoring	H Howell	
21 June 2023	Corporate Business Plan Monitoring report (October – March)	Cabinet	H Howell	
21 June 2023	Corporate Performance Panel Nomination to Hunstanton Sailing Club			To appoint a Borough Council representative in an observer role only.

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21 June 2023	The Panel are invited to discuss the Councillor Requests from Opposition Members previously submitted (a) to (d)			
	(a) Housing Needs Assessment	Councillor Request	D Hall/N Patton	Request from Councillor Moriarty. The reasoning behind my request is that the HNA seems to be forgotten, ignored or simply hasn't registered with so many councillors despite it being part of pre-council briefing a few years back. I want to have its results, methodology and the timing of any possible update scrutinised and any conclusions that should, or could, be drawn from it, updated
	(b) Relationship with the Shakespeare Trust in relation to the Guildhall	Councillor Request		Request from Councillor Moriarty. Relationship with the Shakespeare Trust in relation to the Guildhall (Item to be scheduled following outcome of the HLF bid).
	(c) Carnegie Building	Councillor Request		Requested by Councillor J Moriarty – (email 11 January 2023)

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	(d) Service Level Agreements - Number, examples, administration, creation, legal standing etc	Councillor Request		Probably needs to be an exempt item (requested by Councillor J Moriarty – email 9 February 2023).
21 June 2023	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting.
21 June 2023	Cabinet Forward Decisions List			The Panel are invited to identify any items for inclusion on the work programme.
21 June 2023	Shareholder Committee Forward Plan			The Panel are invited to identify any items for inclusion on the work programme.
21 June 2023	Panel Work Programme			The Panel are invited to identify any items for inclusion on the work programme.
24 July 2023	Call-in (if any)			
24 July 2023	Boost Project Update (formerly Youth and Retraining Pledge – a Towns Fund skills project to support young people into training and employment	Update	J Curtis NCC – Ruth Royale (to join via Zoom)	Update given to CPP circa November 2021.

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24 July 2023	January 2022 to December 2022 Report on use, or non-use RIPA powers.	Annual	M Chisholm	
24 July 2023	Water Quality – Heacham and Hunstanton: Position Statement	Position Statement	M Chisholm	The Panel to receive a position statement.
24 July 2023	Update on Hunstanton Promenade Waste Water	Update	M Henry/ T Brooker	The Panel to receive a further update.
24 July 2023	Corporate Performance Panel Nomination to Hunstanton Sailing Club	ITEM DEFERRED TO 11 SEPTEMBER 2023		The Chair to advise of response to letter from Hunstanton Sailing Club
24 July 2023	Revenue Outturn 2022/23	Cabinet	M Drewery/ C Holland	The Panel are invited to consider the report and make any recommendations to Cabinet.
24 July 2023	Capital Outturn 2022/23	Cabinet	M Drewery/ C Holland	The Panel are invited to consider the report and make any recommendations to Cabinet.
24 July 2023	Council Tax – Draft Scheme for 2024/25	Cabinet	J Stanton	The Panel are invited to consider the report and make any recommendations to Cabinet.
24 July 2023	Appointment of Representatives to Inquorate Parishes	Cabinet	A Baker	The Panel are invited to consider the report and make any recommendations to Cabinet.

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24 July 2023	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting.
24 July 2023	Cabinet Forward Decisions List			The Panel are invited to identify any items for inclusion on the work programme.
24 July 2023	Panel Work Programme			The Panel are invited to identify any items for inclusion on the work programme.
24 July 2023	Exempt Report: Staff Pay Award	Cabinet	B Box, D Gates	The Panel are invited to consider and comment on the recommendations to Cabinet.
11 September 2023	Call-in (if any)			
11 September 2023	Corporate Performance Panel Nomination to Hunstanton Sailing Club			The Chair to advise of response to letter from Hunstanton Sailing Club Deferred from Panel meeting held on 24 July 2023
11 September 2023	Cabinet Report: Members Allowance Scheme	Cabinet	B Box	The Panel are invited to consider and comment on the recommendations to Cabinet.
11 September 2023	Portfolio Question and Answer Session			Questions to be submitted in advance of the meeting.

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11 September 2023	Cabinet Forward Decisions List			The Panel are invited to identify any items for inclusion on the work programme.
11 September 2023	Shareholder Committee Forward Plan			The Panel are invited to identify any items for inclusion on the work programme.
11 September 2023	Panel Work Programme			The Panel are invited to identify any items for inclusion on the work programme.
16 October 2023	Call-in (if any)			
16 October 2023	Corporate Strategy 2023 to 2027	Cabinet	H Howell	R & D and E & C to be invited to attend for this item. Peer Review Team will be present at this meeting.
16 October 2023	Norfolk County Deal Response	Cabinet	L Gore	
16 October 2023	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting.
16 October 2023	Cabinet Forward Decisions List			The Panel are invited to identify any items for inclusion on the work programme.

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16 October 2023	Shareholder Committee Forward Plan			The Panel are invited to identify any items for inclusion on the work programme.
16 October 2023	Panel Work Programme			The Panel are invited to identify any items for inclusion on the work programme.
13 November 2023	Call-in (if any)			
13 November 2023	Water Quality at Heacham and Hunstanton: Next Steps		M Chisholm	Item identified by Panel on 21 June 2023. Environment Agency and Anglian Water Authority have confirmed their attendance.
13 November 2023	Council Tax Support Scheme – Final Scheme	Cabinet	J Stanton	
13 November 2023	Constitution Informal Working Group		A Baker	
13 November 2023	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting.
13 November 2023	Cabinet Forward Decisions List			The Panel are invited to identify any items for inclusion on the work programme.

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13 November 2023	Shareholder Committee Forward Plan			The Panel are invited to identify any items for inclusion on the work programme.
13 November 2023	Panel Work Programme			The Panel are invited to identify any items for inclusion on the work programme.
13 November 2023	Annual Employment Monitoring Report – B Box.	Monitoring	B Box	
4 January 2024	Call-in (if any)			
4 January 2024	Climate Change and Norfolk Climate Change Partnership Annual Report	Annual	G Greaves	Community and Environment Panel to be invited to attend for this item. Greg Pearson, Norfolk Climate Change Partnership Manager will be in attendance for this item.
4 January 2024	Changes to Council Tax Premiums for second homes and long term empty properties	Cabinet	J Stanton	Community and Environment and Regeneration and Development Panels to be invited for this item.

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4 January 2024	Council Companies Funding	Cabinet		<p>Community and Environment and Regeneration and Development Panels to be invited for this item.</p> <p>This item may need to be considered at the last item if there is exempt information.</p>
4 January 2024	Polling District Review	Cabinet	A Barrett	
4 January 2024	Appointment of Honorary Aldermen	Cabinet	L Gore	
4 January 2024	Whistleblowing Policy	Cabinet	A Baker	
4 January 2024	Councillor Request - 2021 Taxi Testing Contract	Councillor Request		Councillor be asked to present the request.
4 January 2024	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting.
4 January 2024	Cabinet Forward Decisions List			The Panel are invited to identify any items for inclusion on the work programme.
4 January 2024	Shareholder Committee Forward Plan			The Panel are invited to identify any items for inclusion on the work programme.
4 January 2024	Panel Work Programme			The Panel are invited to identify any items for inclusion on the work programme.

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ADDITIONAL MEETING				
1 February 2024	Staff Pay Award – Rational and proposal for top end salaries	Request by Chair	B Box	
1 February 2024	Call-In: Cabinet Member Decision: Making West Norfolk a Marmot Place	Call-in	M Whitmore	The Chair called in the decision with the support from Councillors ..
26 February 2024	Call-in (if any)			
26 February 2024	Draft Terms of Reference Taxi Testing Contract Informal Working Group for 2021 Taxi Testing Contract	Councillor Request	A Baker	To feed into the Environment and Community Panel.
26 February 2024	Service Level Agreements - Number, examples, administration, creation, legal standing etc		A Baker	
26 February 2024	Annual Complaints Monitoring Report – For Information only.	Annual Monitoring Report	H Howell	For information only.
26 February 2024	Anti-Money Laundering Policy Review	Review	M Drewery/ J Hay	
26 February 2024	KLACC – Area Committee Status	Cabinet	A Baker	

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26 February 2024	Indemnity for Councillors and Officers on outside bodies	Cabinet	A Baker	
26 February 2024	Corporate Peer Challenge Action Plan	Cabinet	L Gore/H Howell	
26 February 2024	Data Protection Policy Review	Cabinet	H Howell	
26 February 2024	Performance Targets setting 2024/25	Cabinet	H Howell	
26 February 2024	Corporate Strategy - Annual Plan 2024 – 2025	Cabinet	L Gore/H Howell	
26 February 2024	Portfolio Question and Answer Session			Questions to be submitted in advance of the meeting.
26 February 2024	Cabinet Forward Decisions List			The Panel are invited to identify any items for inclusion on the work programme.
26 February 2024	Shareholder Committee Forward Plan			The Panel are invited to identify any items for inclusion on the work programme.

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26 February 2024	Panel Work Programme			The Panel are invited to identify any items for inclusion on the work programme.
10 April 2024	Call-in (if any)			
10 April 2024	2023/24 Q1, 2 and 3 Corporate Performance Indicator Monitoring Report	Monitoring	H Howell	
10 April 2024	Ongoing Support for the Ukraine Centre		M Whitmore	
10 April 2024	Portfolio Holder Question and Answer Session			Questions to be submitted in advance of the meeting.
10 April 2024	Cabinet Forward Decisions List			The Panel are invited to identify any items for inclusion on the work programme.
10 April 2024	Shareholder Committee Forward Plan			The Panel are invited to identify any items for inclusion on the work programme.
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Forthcoming Items to be scheduled

Annual Communications Update – Assistant Director, Central Services to advise of date.