

**BUDGET & PERFORMANCE PANEL WORK PROGRAMME 2017/18**

| <b>Matter for consideration</b>   | <b>Detail</b>  | <b>Officer responsible/ External</b>                                     | <b>Expected date of meeting</b>   |
|---|--|--|---|
| Financial Monitoring<br><br>(to include an update on the financial position of Salt Ayre min. 12 refers 12 <sup>th</sup> Sep 2017)  | (min. 7 refers – Work Programme Report 11 <sup>th</sup> July 2017)   | Chief Officer (Resources)  | Quarter 3 – 6 <sup>th</sup> February 2018   |
| Corporate Performance Monitoring -<br><b>NOTE- this report will be combined with report above as appropriate</b><br><br>Where there is a red indicator – briefing note or explanation to be provided. | (min. 7 refers – Work Programme Report 11 <sup>th</sup> July 2017)   | Chief Officer (Environment)  | Quarter 3 – 6 <sup>th</sup> February 2018   |
| Museums Service   | Min. 7 refers – Work Programme Report - 11 <sup>th</sup> July 2017   | Chief Officer (Regeneration and Planning) / Economic Development Manager | 6 <sup>th</sup> February 2018   |
| Treasury Management Strategy  | The Panel's views to be sought regarding the proposed treasury management framework for 2018/19.   | Chief Officer (Resources)  | 6 <sup>th</sup> February 2018   |
| Procurement Strategy  | Further pre-scrutiny prior to the updated Procurement Strategy being presented to Cabinet.<br><br>(Min. 8 (12 <sup>th</sup> July 2016) and 19 refers (8 <sup>th</sup> November 2016) – Action – briefing note to be provided). | Chief Officer (Resources)  | The timescales for this will be confirmed in due course, in light of other strategy review work and resources/ competing workloads. (For example Local Procurement, per Council 31.01.18) |
| Repairs and Maintenance Service (RMS) (previously on the Work Programme as the APSE Report)   | When considered to invite Overview and Scrutiny Members to ask questions.<br><br>(min. 19 refers – 8 <sup>th</sup> November 2016)  | Chief Officer (Environment)  | As required   |

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| Commercial Properties      | Report on Commercial Properties to be part of the Work Programme<br><br>(Min 7 refers – Work Programme Report - 11 <sup>th</sup> July 2017). | Chief Officer (Resources)  | To be covered as appropriate in future quarterly reporting, the content of which will continue to be reviewed and updated. |
| Economic Growth Strategy   | Min. 7 refers – Work Programme Report - 11 <sup>th</sup> July 2017.  | Chief Officer (Regeneration and Planning) / Economic Development Manager | To be considered in the new municipal year 2018/19.  |
| Morecambe Area Action Plan | Min. 7 refers – Work Programme Report - 11 <sup>th</sup> July 2017.  | Chief Officer (Regeneration and Planning) / Economic Development Manager | TBC  |

### **Invitations to Cabinet Members**

| <b>Cabinet Member and area of responsibility</b>  | <b>Issue</b>   | <b>Expected date of meeting</b>   |
|---|--|---|
| Councillor Blamire, Leader of the Council   | Corporate Performance Monitoring.  | Various.  |
| Councillor Anne Whitehead   | Financial Monitoring   | Various – also to include presentation of Cabinet's Budget and Policy Framework Proposals at the Annual Stakeholders Meeting 23 <sup>rd</sup> January 2018. |
| All Members of Cabinet  | Various. Invitations to be extended to Cabinet Members to coincide with issues relevant to their respective portfolios.<br><br>To include presentations on performance and service accounts. | Various.  |
| Councillor James Leyshon, Cabinet Member with responsibility for Property Services, Car Parking, ICT, Digital Services and Customer Services. | Property Group Update.   | Various.  |

## Briefing Notes

| <b>Matter for Consideration</b>   | <b>Date Requested/additional detail</b>  | <b>Officer Responsible</b> | <b>Date Circulated</b>  |
|---|--|----------------------------|---|
| Procurement and Tendering   | 08.11.2016 (min. 18 refers)<br>The briefing note to include reference to Council Resolutions and what has been undertaken to action these. | Chief Officer (Resources)  | TBC. To be addressed alongside the Procurement Strategy work referred to above. |
| General Fund  | 11.07.2017 (min. 5 refers)<br>Re-circulation of a previously drafted briefing note.  | Financial Services Manager | TBC   |
| Housing Benefits Overpayments   | 11.07.2017 (min. 5 refers)<br>The briefing note to include the previous and current repayment and recovery system.                         | Financial Services Manager | TBC   |
| Differences between the Budget Book and Year End Reserves and Provisional Statement | 11.07.2017 (min. 5 refers)   | Financial Services Manger  | TBC   |
| Restructuring/budget support spends   | 11.07.2017 (min. 5 refers)   | Financial Services Manger  | By 28 Feb – to be covered as part of the budget.                                |
| Corporate Properties  | 11.07.2017 (min. 7 refers)   | Financial Services Manager | Covered above.  |