

ACTION NOTE - 2008/09 Quarter 1 CORPORATE PERFORMANCE REVIEW TEAM MEETING

SERVICE AREA: PERFORMANCE – ALL SERVICES

DATE: 15 AUGUST 2008

PRESENT: COUNCILLOR S CHARLES, ROGER MUCKLE, NADINE MUSCHAMP, RICHARD TULEJ

NO	AGREED ACTION	RESPONSIBILITY	PROGRESS
	BROUGHT FORWARD FROM 2007/08 Q4		
1	<p>Briefing note required on tendering procedure for disposal of land and assets and the Corporate Property Strategy to form the basis of a meeting with the Leader and relevant portfolio holder to determine whether a review is required.</p> <p>UPDATE Q1 Briefing note can be prepared. Further clarification required as to scope of the note. HCS to liaise with Leader. Outcome of proposed meeting requested.</p>	RT	
	NEW ACTIONS		
2	Carnforth Market Towns Initiative. Evaluation report prepared by North West Development Agency to be circulated to Leader and appropriate Cabinet member.	PS	
3	Economic Development and Tourism to provide action notes and updates for the last two quarters, and for every PRT meeting in future. Explanation why not produced and what was response of Cabinet member to not receiving this paperwork.	PS	

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4	<p>BV09 08/09 % of Council Tax Collected: Request clarity on figures and if failing, what actions in place to address. Need to align with figures in Corporate Financial Monitoring report to provide consistency.</p>	JRM	
5	<p>BV212 08-09 Average Time to Relet LA Housing.</p> <p>Request outcome from officers' review of failing target.</p>	SM	
6	<p>CH11 08/09 Rent Lost Through Vacancies.</p> <p>Request outcome from officers' review of failing target.</p>	SM	
7	<p>Cult 09a 08/09 Adult Disability.</p> <p>Request further update report from officer and Cabinet member on measures taken to address failing target.</p>	DO	
8	<p>NI157a 08/09 Major planning applications determined within 13 weeks.</p> <p>Failing target due to high profile applications needing detailed consideration. In knowledge that these major applications in pipeline why wasn't target set in line with these expectations?</p>	AD	
9	<p>NM01 Create 200 new homes for shared ownership and outright sale.</p> <p>Request update from officer/Cabinet member (Housing) on action being taken to address failing target.</p>	SL	

NO	AGREED ACTION	RESPONSIBILITY	PROGRESS
10	<p>NM02 Increase the provision of affordable housing throughout the district.</p> <p>Request update from officer/Cabinet member (Housing) on action being taken to address failing target.</p>	SL	
11	<p>RS02 08/09 Letter response times.</p> <p>Request outcome of review being undertaken to address failing target.</p>	JRM	

RCM/JEB/15 August 2008