

PERFORMANCE REVIEW TEAM MEETING - Q4 2009/10

SERVICE AREA: CORPORATE

DATE: 18 May 2010

PRESENT: Cllr Stuart Langhorn; Roger Muckle ; Nadine Muschamp; Richard Tulej

NO	AGREED ACTIONS QUARTER 4	RESPONSIBILITY	PROGRESS
	PERFORMANCE MONITORING		
1	VAT Business Registrations Information on NI 171 and NI 172 in respect of Business VAT registrations was considerably out of date –being produced some 2 years after the event. Need to check relevance of these indicators and if they are still a requirement for the LAA. If not, remove from Corporate Plan	RT	
2	KPI 1 Increase level of tourism spend by 3% from previous year Figures for 2009/10 not yet available. Ask Portfolio holder to review and monitor when	RT	

	available.		
3	KPI 7 No of Enquiries at Visitor Information Centres Concerns that number of enquiries had dropped significantly despite developing a new Lancaster VIC and extending opening hours at Morecambe VIC. Ask Cabinet member to review situation.	RT	
	FINANCIAL MONITORING		
1	Noted that figures at Q4 were still provisional and work was continuing as part of the closure of accounts exercise. Agreed to consider position in June when more accurate information was available. However there was 1 item (below) that required further information at this stage.	NM	
2	HRA Responsive Maintenance Concern that this budget item is still overspending spending. What action is being undertaken to address	RT	