

Appendix 1

BUDGET AND PERFORMANCE PANEL

Work Programme Report

Deferred from 25 September 2012

Report of Head of Governance

PURPOSE OF REPORT

To update members regarding the panel's work programme.

This report is public

RECOMMENDATIONS

- (1) **That members note the items to be carried forward for consideration at future meetings, as detailed in Appendix A to the report.**
- (2) **That members consider whether they would like to include any further items in the work programme.**

1.0 Introduction

- 1.1 This report provides members with recommendations for inclusion in the panel's work programme and advises of possible upcoming items for consideration and work in progress.
- 1.2 The Budget and Performance Panel is responsible for setting its own annual work programme within the terms of reference, as set out in Part 3, Section 13 of the Constitution.

2.0 Report

- 2.1 Partnerships (including the shared Revenues and Benefits Service with Preston City Council)

At its meeting on 12 June 2012 the panel resolved that the monitoring of partnerships including the Revenues and Benefits Service with Preston City Council be included in its work programme.

This issue has now been included in on the panel's work programme for its meeting on 23 October 2012, and will be a joint report of the Head of Community Engagement and the Head of Resources.

- 2.2 Storey Creative Industries Centre

At its meeting on 17 July 2012 the panel requested that a report be included on its work programme regarding the Storey Creative Industries Centre. The panel also agreed a list of questions which they wished to be considered by officers when producing the report. The future of the storey has recently been considered at Council. However, a further report answering the specific questions asked has been included in the panel's work programme for consideration on 25 September 2012.

2.3 Reducing Sickness Absence

At its meeting on 12 June 2012 the panel requested that reducing sickness absence be kept under regular review, with reports being provided to the panel to coincide with performance monitoring reports. An update on the issue will be incorporated in the quarter one performance monitoring report which is included in the panel's work programme for its meeting on 23 October 2012.

2.4 Damage to Council Houses by Tenants and the Implications for the Council

At its meeting on 12 June 2012 the panel requested a briefing note relating to Damage to Council Houses by Tenants and the Implications for the Council. The Head of Environmental Services and the Head of Health and Housing have requested that the panel provide more information before a briefing note is produced.

At its meeting on 17 July 2012 the panel agreed a list of questions which they wished to be considered by officers when preparing the briefing note. This briefing note has been circulated to members.

2.5 Upcoming Items

- Details of upcoming items are detailed in Appendix A to the report.

2.6 Briefing Notes

As referred to at 2.4 a briefing note regarding Damage to Council Houses by Tenants and the implications for the Council was circulated to members on 4 September 2012.

At its meeting on 12 June 2012 the panel requested briefing notes regarding Building Control and Section 106 Monies. These notes were circulated to members on 16 August 2012. Members also requested a briefing note regarding Community Infrastructure Levy (CIL), which will be circulated to members when available.

At its meeting on 17 July 2012 the panel requested briefing notes regarding the following issues:

- **The use of tracking devices fitted in the council's vehicle fleet to generate efficiencies.**
- **That clarification of the need for a mobile phone compatible website at a cost of £6,000 be requested.**

These notes have been requested and will be circulated to members when available. Should members wish to discuss the briefing notes further the notes can be included as an agenda item for consideration at a future meeting of the panel.

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments.

BACKGROUND PAPERS

None.

Contact Officer: Tom Silvani

Telephone: 01524 582132

E-mail: tsilvani@lancaster.gov.uk