

APPENDIX A

BUDGET & PERFORMANCE PANEL WORK PROGRAMME **2014/15**

Matter for consideration	Officer responsible / External	Date of meeting
Draft Procurement Strategy.	Financial Services Manager.	11 th November 2014.
Qtr 2 Financial Monitoring.	Financial Services Manager.	11 th November 2014.
Qtr 2 Corporate Performance Monitoring Report.	Chief Officer (Governance).	11 th November 2014.
Annual Stakeholders meeting.	Chief Executive.	27 th January 2015 (Venue - Morecambe Town Hall).
Treasury Management Strategy.	Financial Services Manager.	24 th February 2015.
Qtr 3 Corporate Performance Monitoring Report.	Chief Officer (Governance).	24 th February 2015.
Qtr 3 Financial Monitoring.	Financial Services Manager.	24 th February 2015.
Service Level Agreements (SLAs) and Commissioning.	Chief Officer (Governance).	24 th February 2015.
Building Control Trading Account.	Chief Officer (Regeneration and Planning).	24 th February 2015.
Compliments and Complaints Half Yearly Report. To form part of the Corporate Performance Monitoring Report.	Chief Officer (Governance).	TBA.
Significant Budget Overspends/Variations (Minute 6 refers).	As required.	As required.

Invitations to Cabinet Members

Cabinet Member and area of responsibility	Issue	Date of meeting
Councillor Blamire, Leader of the Council.	Corporate Performance Monitoring.	Various – as set out in the Work Programme report.
Councillor Sands (Cabinet Member for Arts and Culture) and Councillor Barry (Cabinet Member for Voluntary Sector).	To discuss partnerships within respective portfolios.	TBA.
All Members of Cabinet.	Various. Invitations to be extended to Cabinet Members to coincide with issues relevant to their respective portfolios.	

Briefing Notes

Matter for Consideration	Date Requested	Date Circulated	Officer Responsible
Corporate Performance Monitoring - The origins of the 34% target for reduction in carbon emissions by 2020. (Minute 5 refers).	22 nd July 2014.	16 th October 2014.	Corporate Performance Manager.
Corporate Performance Monitoring - The background to the Success Measure 'Increased number of people participating in sports and leisure activities'; including how levels of participation were measured, and whether there was a target. (Minute 5 refers).	22 nd July 2014.	16 th October 2014.	Corporate Performance Manager.
Corporate Performance Monitoring - What measures were in place to improve the outcome 'Income generated from energy, including solar technology and climate change projects'. (Minute 5 refers).	22 nd July 2014.	16 th October 2014.	Corporate Performance Manager.
Corporate Performance Monitoring - The outcome 'Our streets and public spaces are clean', including how long this data had been reported 2012/13, and the	22 nd July 2014.	16 th October 2014.	Corporate Performance Manager.

methodology used. (Minute 5 refers).			
Corporate Performance Monitoring (Property Group Update) - What action was being undertaken to increase occupation levels across the council's commercial property portfolio. (Minute 5 refers).	22 nd July 2014.	-.	Please refer to 2014/15 Quarter 2 Corporate Property Group update report contained elsewhere on this Agenda.
Corporate Performance Monitoring (Property Group Update) - The reasons for low occupancy levels in some of the council's commercial properties. (Minute 5 refers).	22 nd July 2014.	-.	Please refer to 2014/15 Quarter 2 Corporate Property Group update report contained elsewhere on this Agenda.
Briefing Note to provide the reasons for the increase in council housing void properties in the last quarter. (Minute 10 refers).	9 th September 2014.	-.	Please refer to 2014/15 Quarter 2 Corporate Property Group update report contained elsewhere on this Agenda.