

BUDGET AND PERFORMANCE PANEL

Work Programme Report

12th July 2016

Report of the Chief Executive

PURPOSE OF REPORT

To consider the Panel's Work Programme for 2016/17.

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 what should be included in the 2016/17 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.
- 1.3 Members of the Budget and Performance Panel are entitled to give notice to the Chief Executive that they wish an item relevant to the Terms of Reference of the Committee to be included on the agenda for the first available meeting and the meeting will determine whether the issue should be included in its Work Programme based on its relevance as compared to the priorities as set out in the Scrutiny Work Programme (Part 4, Section 5 of the Constitution).

2.0 Report

Provided below are the Work Programme items that are regularly reported to the Panel, or have been requested. These are as follows: -

2.1 Annual Stakeholder's Meeting

As part of the budget consultation process, the Leader of the Council and the relevant Cabinet Member have previously been invited to present the City Council's budget proposals to the Panel. All council members and economic stakeholders are invited to attend this meeting.

Members may also wish to consider extending an invitation to representatives of Lancashire County Council to present Lancashire County Council's budget, the

Lancashire Combined Fire Authority and the Lancashire Police and Crime Commissioner. Previously all of these organisations have submitted reports relating to their budget proposals.

Members may wish to consider requesting representatives of these organisations to present their proposals to the January 2017 meeting of the Panel.

2.2 Complaints Monitoring

Following the introduction of the revised Customer Comments, Compliments and Complaints policy it has been agreed by Cabinet, in line with the recommendations of Overview and Scrutiny Committee, that Budget and Performance Panel undertake regular half yearly monitoring of the complaints procedure.

These have formed part of the Panel's overall corporate performance monitoring process.

2.3 Forthcoming Key Decision List

It is suggested that Members could put forward financial or performance related items for pre-decision scrutiny, or which they wish to be considered by the pre-decision scrutiny champion of Overview and Scrutiny Committee to investigate.

2.4 Invitations to Cabinet Members

Members may wish to consider extending invitations to Cabinet Members to coincide with consideration of issues relevant to their respective portfolios. It is suggested that the Leader of the Council and the holder of the financial portfolio be invited to discuss budget issues and financial matters, together with performance management issues.

2.5 Procurement Strategy

The Panel has previously considered and scrutinised progress on updating the City Council's Procurement Strategy, in light of recent and ongoing national and local issues. As part of its terms of reference, the Panel has responsibility for scrutinising the City Council's various arrangements for securing value for money (VFM), and making recommendations as appropriate. The City Council's procurement framework is one aspect of such VFM measures. The Panel has requested to have a further opportunity for fuller pre-scrutiny prior to the updated Procurement Strategy being presented to Cabinet.

2.6 Budget Overspends/Variations

In the past the Panel has considered budget variances which had been identified when considering the annual outturn reports. With the agreement of the Chief Executive, officers have previously been required to attend meetings to present the additional information requested, explain why the variances had occurred, provide an explanation of lessons learnt and whether any variances were ongoing and would impact on the year's budget's.

If there are significant variances in the current year Members may wish to undertake this exercise again.

2.7 Treasury Management Strategy

In line with the (2011) CIPFA Treasury Management Code of Practice, the Panel has been explicitly named as responsible for scrutiny of the Treasury Management function, including review of the Annual Strategy.

The Panel's views will be sought regarding the proposed treasury management framework for 2017/18.

2.8 Financial Monitoring

The Panel receives regular updates regarding the budget, treasury management and other financial issues throughout the year. The Panel is asked to note the timetable as included in the Work Programme at Appendix A.

2.9 Corporate Performance Monitoring

Reports are routinely provided to the Panel throughout the year. Set out below is the draft timetable for undertaking the 2015/16 Corporate Performance Monitoring. The Panel are asked to note the timetable included in the Work Programme at Appendix A.

2.10 Update on CorVu

Members received a live demonstration of the City Councils Performance Management Information System, CorVu which was due to be rolled out from April 2016 in line with the 2016-2019 Corporate Plan.

The Panel will receive updates on the wider implementation of the system.

2.11 Commercial Properties

At its meeting in the 23rd February 2016 the Panel requested a report on Council owned commercial properties be included in the Work Programme.

2.12 Litter Enforcement Service

At its meeting on the 23rd February the Panel requested a report on the Litter Enforcement Service be included on the Panels Work Programme, subject to this being agreed at Budget Council on the 2nd May 2016.

SECTION 151 OFFICER'S COMMENTS

The Deputy 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: Sarah Moorghen
Telephone: 01524 582132
E-mail: smoorghen@lancaster.gov.uk