

BUDGET & PERFORMANCE PANEL WORK PROGRAMME 2016/17

Matter for consideration	Officer responsible/ External	Expected date of meeting
Compliments and Complaints Half Yearly Report. To form part of the Corporate Performance Monitoring Report.	Chief Officer (Environment)	(Twice yearly)
Financial Monitoring	Chief Officer (Resources)	(1) Quarter 2 – November 2016. (2) Quarter 3 – February 2017
Corporate Performance Monitoring- NOTE- this report will be combined with report above as appropriate	Chief Officer (Environment)	(1) Quarter 2 – November 2016 (2) Quarter 3 – February 2017
Property Group Monitoring NOTE- this report is incorporated within the Quarter 2 Financial Monitoring Report	Financial Services Manager	8 th November 2016
Pensions	Representative of Lancashire County Council to be invited to address the Panel on Pensions	See comments in the report.
Annual Stakeholders Meeting	Chief Officer (Resources) Democratic Support	24 th January 2017
Treasury Management Strategy	Chief Officer (Resources)	7 th February 2017
Budget Overspends/Variance	Chief Officer (Resources)	As required
Procurement Strategy	Chief Officer (Resources)	Prior to the updated Strategy being presented to Cabinet.
Update on wider implementation of the CorVu System	Chief Officer (Environment)	As required
Commercial Properties	Chief Officer (Resources)	Also covered in quarterly reporting, the content of which will continue to be reviewed and updated.
Litter Enforcement Service	Chief Officer (Environment)	TBC
Customer Services Strategy	Chief Officer (Resources)	TBC
Repairs and Maintenance Service (RMS) (previously on the Work Programme as the APSE Report)	Chief Officer (Environment)	As required

Invitations to Cabinet Members

Cabinet Member and area of responsibility	Issue	Expected date of meeting
Councillor Blamire, Leader of the Council	Corporate Performance Monitoring.	Various – as set out in the Work Programme Report.
All Members of Cabinet	Various. Invitations to be extended to Cabinet Members to coincide with issues relevant to their respective portfolios.	Various.
Councillor James Leyshon, Cabinet Member with responsibility for Property Services, Car Parking, ICT, Digital Services and Customer Services.	Property Group Update.	Various – as set out in the Work Programme Report.

Briefing Notes

Matter for Consideration	Date Requested	Officer Responsible	Date Circulated
Expenditure on Venues and Facilities in Lancaster and Morecambe	21.07.2015	Financial Services Manager	20.10.2016
Property Group Monitoring	13.09.2016	Senior Property Officer	NOTE- this briefing note is incorporated within the Quarter 2 Financial Monitoring Report
ICT – Bring Your Own Device	13.09.2016	ICT Manager	TBC