



Meeting: PERFORMANCE AND FINANCE SELECT COMMITTEE

Date: Wednesday, 1st October 2003

Time: 7.30pm

**Venue: Committee Room, Brent Town Hall,
Forty Lane, Wembley, HA9 9HD**

AGENDA

Membership:

Members	1st Alternates	2nd Alternates
DAVIES (C) HB PATEL (VC)	Farrell Duffin	R Blackman
BELLIA GILLANI GLADBAUM LORBER MOHER	Joseph Fiegel McGovern Chavda Sengupta	Rands Shah

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THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS MEETING**



Introductions, if appropriate.

Apologies for absence and clarification of alternate members

1. **Declarations of Personal and Prejudicial Interests (if any)**

Members are invited to declare at this stage of the meeting, any relevant financial or other interest in the items on this agenda.

2. **Minutes of the last meeting on 16th July 2003**

3. **Matters Arising**

4. Report from the Director of Policy and Regeneration

Vital Signs

Quarter One April to June 2003

(Report circulated separately)

p.11 5 Report from the Head of Revenues and Benefits

Update of the current performance within the Revenues and Benefits Service

This report updates Members on progress being made to improve the performance of the Revenues and Benefits service since July 2003. The previous report to this committee outline plans to eradicate backlogs of benefits work and plans to improve Council Tax collection. The report provides an update on progress in both of these key service areas.

6. **Briefing on types of performance data**

Officers will provide a briefing at the meeting covering the different types of performance data.

p.23 7. **Items requested by members of the Panel to be placed the agenda**

Having received requests for the following items to be considered by the Performance and Finance Select Committee, Members are asked to consider them and determine whether they should be added to the work programme of the Select Committee:

- **Transportation and Parking Best Value Review**



This report was considered by the Executive on 21st July 2003 and sets out the key findings and recommendations of the Transportation and Parking Enforcement Best Value Review.

(Appendices circulated separately to members of the Select Committee only).

- **2003/04 Revenue Budget**

This report was considered by the Executive on 21st July 2003 and updated Members on the latest position of the 2003/2004 Revenue Budget.

The recommendations in the report were agreed subject to recommendation 2.3 being amended so that the remaining £84k be split between £60k being allocated to the festivals budget and £24k added to balances.

- **2002/03 Capital Budget Outturn**

This report was considered by the Executive on 21st July 2003 and it sets out the provisional outturn for the 2002/2003 capital budget. The recommendations in the report were agreed.

- **2003/04 Capital Budget and Section 106 Update**

This report was considered by the Executive on 21st July 2003 and it reviewed the latest position on the 2003/2004 Capital budget. It also sets out the progress on the review of Section 106 balances held. The recommendations in the report were agreed.

- **Service Recovery Resources Issues for Revenues and Benefits Service**

This report was considered by the Executive on 21st July 2003 and outlined issues surrounding the current backlog within Brent's Benefit Service and proposals for clearing this. The recommendations in the report were agreed.

8. **Any Other Urgent Business**

Notice of items to be raised under this heading must be given in writing to the Democratic Services Manager or his representative before the meeting in accordance with Standing Order No 64.





- Please remember to **SWITCH OFF** your mobile phone during the meeting.
- The meeting room is accessible by lift and seats will be provided for members of the public.
 - Toilets are available on the 1st and 2nd floors.
 - Vending machines can be found on the 1st floor near the Assembly Hall
 - A public telephone is located in the foyer on the ground floor, opposite the Porters' Lodge.

