



**Meeting: PERFORMANCE & FINANCE SELECT COMMITTEE**

**Date: Tuesday, 9<sup>th</sup> October 2007**

**Time: 7.30 pm**

**Venue: Committee Room 4, 2<sup>nd</sup> Floor, Brent Town Hall,  
Forty Lane, Wembley, HA9 9HD**

## **AGENDA**

### **Membership:**

**Members**  
DUNN (C)  
DETRE (VC)

**BESSONG**  
**BUTT**  
**JONES**  
**MENDOZA**  
**J MOHER**  
**PAGNAMENTA**

**1<sup>st</sup> Alternates**  
Corcoran  
Malik

Shah  
John  
D Long  
Baker  
Moloney  
Motley

**2<sup>nd</sup> Alternates**  
V Brown  
Kansagra

C J Patel  
Coughlin  
J Long  
Mistry  
Powney  
Jackson

### **For further information contact:**

**Democratic Services Officer, Toby Howes Tel: 020 8937 1307**

**E-mail address: [toby.howes@brent.gov.uk](mailto:toby.howes@brent.gov.uk)**

**PLEASE BRING THESE PAPERS WITH YOU TO THE MEETING  
THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS MEETING**

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit

[www.brent.gov.uk/commins.nsf](http://www.brent.gov.uk/commins.nsf)



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. **Deputations (if any)**

p.1 3. **Minutes of the Last Meeting Held on 25<sup>th</sup> July 2007**

The minutes are attached.

4. **Matters Arising**

p.15 5. Report from the Director of Finance and Corporate Resources

**Revenues and Benefits Performance**

This report provides an update on performance in relation to the Council Tax and Business Rate (NNDR) collection as at 31<sup>st</sup> August 2007. The report also provides a summary of performance for the Benefits (Housing and Council Tax Benefit) Service as at 31<sup>st</sup> August 2007.

*Margaret Read (Head of Revenue and Benefits) will present the report at the meeting and respond to Members' questions.*

p.47 6. Report from the Director of Finance and Corporate Resources

**Progress on Delivering the Procurement Strategy**

This report is provided to the committee as a result of their request for further detail after their consideration of the procurement report presented in 2007. The National Procurement Strategy requires Councils to have a corporate procurement strategy in place which has been endorsed by members. The Strategy is attached as Appendix 1 to this report. Procurement also features heavily in the criteria for assessing councils under the government's Comprehensive Performance Assessment (CPA) framework. The Strategy sets out the framework within which the Council seeks to operate its procurement activity across all service areas.

*Alison Matheson (Head of Procurement Strategy and Risk Management) will present the report at the meeting and respond to Members' questions.*



- p.75 7. Report from the Director of Policy and Regeneration

### **Brent Council's Performance Plan 2007/2008**

Each year the council is required to publish its end of year performance against the national set of performance indicators as directed the Dept of Communities and Local Government and Audit Commission. The government has set the date for the publication of the Best Value Performance Plan for the end of June each year. This has been done to enable us to include actual performance data for the previous financial year. Most of the figures you will see are actual figures however; there are some performance indicators that are still estimated. These are mostly financial figures where there has not been sufficient time since the close of the financial year to calculate them accurately.

The data within the plan is subject to an annual independent verification process by external auditors on behalf of the Audit Commission.

*Cathy Tyson (Assistant Director, Policy – Policy and Regeneration) will present the report at the meeting and respond to Members' questions.*

- p.95 8. Report from the Directors of Finance and Corporate Resources and Policy and Regeneration

### **Performance and Finance Review – Quarter 1 (April – June 2007)**

This report summarises Brent Council's spending, activity and performance in the first quarter of the 2007-08 financial year and highlights key issues and solutions to them. It takes a corporate overview of financial and service performance. It is set out in terms of the main budgets and provides a general overview and analysis of high risk areas. The report is accompanied by appendices providing budget, activity and performance data for each service area, ring fenced budgets and the capital programme.

*Duncan McLeod (Director, Finance and Corporate Resources) and Phil Newby (Director, Policy and Regeneration) will present the report at the meeting and respond to Members' questions.*

*Supplementary documentation circulated to Members includes a Vital Signs 2007/2008 Quarter One report providing detailed explanation of performance (separate document attached), the Local Area Agreement 2007/2008 Quarter One Report (separate document attached), an Activity Monitoring report and the Council's Overall Budget summary.*

### **9. Performance & Finance Select Committee Work Programme**

Members are asked to consider future topics to be included in the Select Committee's Work Programme.

### **10. Items Requested onto the Overview and Scrutiny Agenda (if any)**



There have been none.

11. **Recommendations from the Executive for Items to be Considered by the Performance and Finance Select Committee (if any)**

There have been none.

12. **Date of Next Meeting**

The date of the next meeting is scheduled for Wednesday, 28<sup>th</sup> November 2007 at 7.30 pm.

13. **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 1<sup>st</sup> and 2<sup>nd</sup> floors.
- Catering facilities can be found on the 1<sup>st</sup> floor near the Assembly Hall and also on the 2<sup>nd</sup> floor near the Council Chamber.
- A public telephone is located in the foyer on the ground floor, opposite the Porters' Lodge.

