

ITEM NO: 8 (a)

Performance and Finance Select Committee, Work Programme 2008/09*Chair of Select Committee:-Cllr Anthony Dunn**Lead Officers for Select Committee:-Duncan Mcleod/Phil Newby*

Date of meeting	Item of business	Lead Officer/ Report author	Report/ presentation?	Object of report	Reports due to support officers
Thurs 5 th June	Waste inspection report	Keith Balmer/ Chris Whyte	Report	Inform committee of themes to pursue in waste contract monitoring	Weds 21 st May
	Revenues and Benefits Performance	Margaret Read	Report	To provide high level monitoring of performance and progress	Wed 21 st May
	Population report	Peter Stach	Report	To provide background information to the committee about the state of the borough as requested by the committee	Weds 21 st May
	Work Programme	Cllr Dunn	Report	To provide detail of next meeting and to discuss any changes	Weds 21 st May
Wed 30 th July	Waste strategy performance and Veolia	Keith Balmer/ Chris Whyte	Report	To provide high level monitoring of progress under the new waste contract and action to deal with areas for improvement	Wed 16 th July
	Asset Management Task Group Report 1	Richard Barrett	Report	To receive data on present property leased out to community and voluntary organisations	Wed 16 th July
	Property Asset Disposals	Richard Barrett	Report	To receive an annual appraisal of properties disposed	Wed 16 th July
	Performance and Finance Review - Activity data in focus	Peter Stach	Report	Committee to consider 'efficiency targets' included in the activity data in PFR, consider whether to look at any in further detail and whether they wish to recommend any further indicators	Wed 16 th July
	Performance and Finance Review 2007/08 Outturn	Phil Newby and Duncan McCleod	Report	To provide overview of performance and finance and highlight areas for improvement of areas of risk. Members asked to consider which area to consider in depth at the next meeting	Wed 16 th July
	Local Area Agreement annual	Cathy Tyson	Report	To provide and overview of progress in 2007/08 LAA	Wed 16 th July

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	Work Programme	Cllr Dunn	Discussion	To provide detail of next meeting and to discuss any changes	Wed 16 th July
Date of meeting	Item of business	Lead Officer/ Report author	Report/ presentation?	Object of report	Reports due to support officers
Tues 4 th Nov	Asset Management Task Group Report 2	Richard Barrett	Report	To receive analysis of present property leased out to community and voluntary organisations	Tues 21 st Oct
	Annual Asset Management Report	Richard Barrett	Report	To receive an overview of asset management in Brent	Tues 21 st Oct
	VfM Benchmarking for corporate services	Peter Stach	Report	Request from budget panel to consider this and provide recommendations back	Tues 21 st Oct
	Best Value Performance Plan	Cathy Tyson	Report		Tues 21 st Oct
	Performance and Finance Review – an area in depth	Service Area Representative	Report	To provide an in depth look at a particular issue highlighted by quarterly report and show what action is being taken to address the issue	Tues 21 st Oct
	Performance and Finance Review Q1	Phil Newby/Duncan McLeod	Report and presentation	To provide overview of performance and finance and highlight areas for improvement of areas of risk. Members asked to consider which area to consider in depth at the next meeting	Tues 21 st Oct
	Work Programme	Cllr Dunn	Discussion	To provide detail of next meeting and to discuss any changes	Tues 21 st Oct
Thurs 4 th Dec	Waste contract performance	Keith Balmer/Chris Whyte	Report	To provide high level monitoring of progress under the new waste contract and action to deal with areas for improvement	Wed 19 th Nov
	Annual Procurement report and update	Alison Matheson	Report	Members to consider the progress made so far with projects such as P-Card, security contracts, e-auctions etc and recommend further areas which could be considered for future	Tues 19 th Nov
	Asset Management Task Group Report 3	Richard Barrett	Report	To receive context, local and national factors relevant to discussion of recommendations	Wed 19 th Nov
	Performance and Finance Review Q2	Phil Newby/Duncan McLeod	Report and presentation	To provide overview of performance and finance and highlight areas for improvement of areas of risk. Members asked to consider which area to consider in	Wed 19 th Nov

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	Work Programme	Cllr Dunn	Discussion	depth at the next meeting To provide detail of next meeting and to discuss any changes	Wed 19 th Nov
Tues 17 th Feb	Waste Contract - Veolia	Environment and Culture	Report	To provide high level monitoring of progress under the new waste contract and action to deal with areas for improvement	Tues 3 rd Feb
	Asset Management Task Group item	TBC	TBC	To receive presentation on best practice case study and ask questions of a panel of relevant witnesses to aid formulation of recommendations	Tues 3 rd Feb
	IMD Report	PRU	Presentation	To provide background information to the committee about the state of the borough as requested by the committee	Wed 16 th July
	Work Programme	Cllr Dunn	Discussion	To provide detail of next meeting and to discuss any changes	Tues 3 rd Feb
Weds 25 th Mar	Asset Management Task Group Report 4	Richard Barrett	Report	Detail TBC	Wed 11 th Mar
	CPA Refreshed Score	Phil Newby	Report	Update on final progress against CPA framework and key areas to consider under the new regime CAA	Wed 11 th Mar
	Performance and Finance Review Q3	Phil Newby/Duncan McLeod	Report and presentation	To provide overview of performance and finance and highlight areas for improvement of areas of risk. members asked to consider which area to consider in depth at the next meeting	Wed 11 th Mar
	Comparison report	Cathy Tyson	Report	Comparative trends on key Performance across the council – provide prompt for areas to look at in more depth at the committee	Wed 11 th Mar
	Work Programme	Cllr Dunn	Discussion	To provide detail of next meeting and to discuss any changes	Wed 11 th Mar