

**Performance & Finance Select Committee – 2009/10 Work Programme
Chair Councillor Anthony Dunn**

Pre Meeting Planning		Post Meeting Actions		
Date	Subject & witnesses	Outcome and Actions Arising	Responsible Officer	Deadline & Status
24th June 2009	<p align="center">Waste Contract – Veolia To provide high level monitoring of the waste contract</p> <p align="center">Keith Balmer</p>			
	<p align="center">LAA Target Sports Participation Adults 3x30 To report on progress against this target, the risks of not meeting the target and action currently being taken.</p> <p align="center">Gerry Kiefer</p>			
	<p align="center">CAA</p> <p align="center">A presentation to update on the CAA framework and additional work being undertaken to meet the requirements of the CAA</p>			

	Cathy Tyson			
	<p>LAA 2008/11</p> <p>A report to provide members with an update on the refresh of the LAA</p> <p>Cathy Tyson</p>			
	<p>Work Programme</p> <p>To provide members with the opportunity to discuss and develop the Performance & Finance work programme for 2009/10</p> <p>Councillor Dunn / Jacqueline Casson</p>			
<p>8th September 2009</p>	<p>Revenue Collection Performance</p> <p>To provide high level monitoring of performance and progress</p> <p>Margaret Read</p>			
	<p>BHP Repair Service Performance Report</p>			

	<p>To provide information on the performance of BHP repairs to include day to day repairs, major works and void repairs, tenants satisfaction, number and type of complaints & members enquiries.</p>			
	<p>LAA Annual Report To provide an overview of progress on the LAA 2008/11</p> <p>Cathy Tyson</p>			
	<p>Performance & Finance Review 2008/9 Outturn Report To provide an overview of performance & finance and highlight areas of risk. This report will also include information on the recession related indicators Members are asked to discuss an area for in depth review at the next meeting</p> <p>Duncan McLeod / Cathy Tyson</p>			
	<p>Staff Survey 2008/9 & Action Plan Provide members with an overview of the results of the staff survey and resulting action plan</p>			

	Clair Gore			
	<p>Council's Evidence Base To examine how the evidence base is developing and key issues arising</p> <p>Cathy Tyson</p>			
28 th October 2009	<p>Waste Contract To provide high level monitoring of the waste contract</p> <p>Keith Balmer</p>			
	<p>Waste Strategy Progress</p> <p>As requested by the committee a report that will provide information about future plans, proposals and strategic direction of waste.</p> <p>Keith Balmer</p>			
	<p>Performance & Finance Review Q1 To provide an overview of performance & finance and highlight areas of risk. Members are asked to discuss an area for in depth review at the next meeting</p>			

	Duncan McLeod & Cathy Tyson			
	<p>Service Transformation To provide an overview of progress against the Improvement & Efficiency Strategy</p> <p>Cathy Tyson</p>			
	<p>Asset Management Annual Report To provide members with an overview of asset management in Brent during the last year</p> <p>Richard Barrett</p>			
9 th December 2009	<p>Complaints Annual Report To provide members with the opportunity to review progress on dealing with complaints</p>			
	<p>Updated Procurement Strategy To give members the opportunity to review and comment on the updated procurement strategy</p>			

	Alison Matheson			
	<p>Performance & Finance Q2 To provide an overview of performance & finance and highlight areas of risk. Members are asked to discuss an area for in depth review at the next meeting</p> <p>Duncan McLeod & Cathy Tyson</p>			
	<p>Residents Attitude Survey</p> <p>A report to provide members with information about the results of the residents attitude survey</p>			
	<p>Community Use of Council Owned Buildings</p> <p>To track progress on the implementation of the task group's recommendations</p>			
16 th	Waste Contract - Veolia			

February 2010				
	Revenue & Benefits			
14th April 2010				

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