

FINANCE AND PERFORMANCE SCRUTINY PANEL WORK PROGRAMME

Date of meeting	Topic	Report Author	Lead Members	Executive Director/ Director	Reason for proposal/ Scope	Other committee/ Cabinet/Council approvals?
12 June 2023	Work Programme Planning					
31 October 2023	P-card payment monitoring.	Julie Barker	Cllr Tim Leaver	Fay Hammond	Update to the Panel following a Council review, and further to the report to the Panel on 19/10/22	
	Commercial property assets and investment return/income generation	Nick Denny/ Doug Ashworth	Cllr Tim Leaver	James Wheeler	An area of interest for the Panel. Information requested on Council owned properties: whether they are properly used, and income is being maximised	
	Information on Quarterly Monitoring Reports (Revenue, Capital, and Performance)	Olga Bennet (capital) Steve Muldoon (revenue) Harriet Potemkin (performance)	Cllr Tim Leaver	Fay Hammond	Regular monitoring To receive the monitoring reports which have been recently presented to Cabinet	
16 January 2024	Performance, with particular focus on customer service/ call centre/ Council Website/ self-serve/	Lee Shelsher	Cllr Ergin Erbil	Simon Pollock	Discussed and agreed at the work planning session as an ongoing area of interest. Information requested on changes	

	library hubs (Not MEQs)				being introduced and towards self-service. Information requested on website analytics and bounce rate and customer experience. Further to the report to the Panel on 29/3/23	
	Council Companies: how these are developed and how they operate	Will Wraxall	Cllr Leaver	Fay Hammond	An area of interest for the Panel Deferred from 2022/23 work programme. Information requested on the performance and resilience of Council Companies and how well money is spent/invested.	
	Procurement, including update on legislative changes.	Michael Sprosson/ Claire Reilly	Cllr Tim Leaver	Fay Hammond	Update to the Panel following a Council review and legislative changes. Further to the report to the Panel on 19/10/22.	
	Information on Quarterly Monitoring Reports (Revenue, Capital, and Performance)	Olga Bennet (capital) Steve Muldoon (revenue) Harriet Potemkin (performance)	Cllr Tim Leaver	Fay Hammond	Regular monitoring. To receive the monitoring reports which have been recently presented to Cabinet.	
7 March 2024	Temporary Accommodation and Housing Revenue Account budget	Joanne Drew Claire Eldred Olga Bennet	Cllr George Savva Cllr Tim Leaver	Sarah Cary Fay Hammond	Discussed and agreed at work planning – to be examined in depth. Financial information	

	overview				requested in respect of Housing pressures, temporary accommodation costs and the HRA budget.	
	Information on Quarterly Monitoring Reports (Revenue, Capital, and Performance)	Olga Bennet (capital) Annette Trigg (revenue) Harriet Potemkin (performance)	Cllr Tim Leaver	Fay Hammond	Regular monitoring. To receive the monitoring reports which have been recently presented to Cabinet.	
11 April 2024	Budget for SEN children's services / care packages / transport	Neil Best (Julian Minta & Peter Nathan)	Cllr Tim Leaver Cllr Abdul Abdullahi	Fay Hammond Tony Theodoulou (Perry Scott & Doug Wilkinson)	Discussed and agreed at work planning – to be examined in depth. Financial information requested in respect of special needs schooling, packages and transport costs relating to SEN children's services.	
	Information on Quarterly Monitoring Reports (Revenue, Capital, and Performance)	Olga Bennet (capital) Annette Trigg (revenue) Harriet Potemkin (performance)	Cllr Tim Leaver	Fay Hammond	Regular monitoring. To receive the monitoring reports which have been recently presented to Cabinet.	