

Meeting:	Performance and Finance
Date:	29 April 2008
Subject:	Chairman's report
Key Decision: (Executive-side only)	No
Responsible Officer:	Ed Hammond, Scrutiny Unit
Portfolio Holder:	Cllr Paul Osborn, Strategy and Business Support
Exempt:	No
Enclosures:	None

SECTION 1 – SUMMARY AND RECOMMENDATIONS

This report sets out issues considered by the Chairman since the last meeting of the Performance and Finance Committee.

RECOMMENDATIONS:

The Committee is requested to:

- 1) Note and endorse the content of the report
- 2) Identify any potential issues for Performance and Finance to investigate in the future.

SECTION 2 - REPORT

Background

Under the protocols established for the agenda planning process of the Performance and Finance Committee, the Chairman receives detailed performance information from a wide variety of sources – both internal and external – on a monthly basis.

At the monthly meeting, assisted by officers, the chairman considers the scorecards on a “by exception” basis, identifying those where questions exist about current performance.

Individual performance indicators are then selected, and cross-cutting trends are identified. The background to the performance is considered in more detail. The agenda is then built around these issues.

Current situation

Members are being asked to note and endorse the agenda items for this meeting as outlined below.

The table indicates the origin of items for this meeting’s agenda; members are being asked to endorse these decisions, which were made by the Chairman and Vice-Chairman at a recent meeting.

They are also being asked to identify any additional items which can be considered by the Chairman and Vice-Chairman in the course of planning for the next meeting.

Why a change is needed

Not applicable.

Main options

It is recommended that members endorse the proposals, which are reflected in the rest of the committee papers and which were circulated to members immediately after the chairman’s meeting to which they refer.

Other options considered

No other options are being presented.

Recommendation: - to note and endorse the contents of the report, and to identify any potential issues for P&F to investigate in the future.

Considerations

Resources, costs and risks: Failure to endorse the Chairman’s decision will not prevent the meeting from continuing and the agenda provided being considered. However, it will damage the principle of collegiate decision-making in terms of the agenda planning process.

Staffing/workforce: none
Equalities impact: none specific
Legal comments: none
Community safety: none

Financial Implications

None specific.

Performance Issues

The below issues were considered:

Issue	Chairman's proposal
Housing	It was recommended that this be monitored through the monthly chairman's meetings, following evidence received from Property and Infrastructure / Kier in March indicating that the Decent Homes Programme is now proceeding on target.
Resident satisfaction	It is recommended that this issue be looked at by committee, given the fact that MORI data is now available. This item will be considered at committee and a report is on the agenda.
Workforce development	Performance has generally been low here particularly relating staff retention, sickness absence, and staff motivation. This item will be considered at committee and a report is on the agenda.
Recycling and waste	A report was requested on this for January's meeting, but was not provided. Q3 data identifies some ongoing issues, but the commentary advises that changes will be difficult to effect without significant financial investment. Consequently, it has been proposed to the chairman that the issue should be

	monitored through the monthly meetings.
Planning / planning appeals	This issue meets the by exception criteria. This item will be considered at committee and a report is on the agenda.
	Consequently, agenda items are as follows: <ul style="list-style-type: none"> 1. Resident satisfaction 2. Workforce development 3. Planning / planning appeals

These issues arise from a number of PIs which, on the basis of an analysis, have been distilled down into these items, some of which are cross-cutting.

Legal and financial implications

There are no legal or financial implications to this report.

SECTION 3 - STATUTORY OFFICER CLEARANCE

Name: Sheela Thakrar.	<input checked="" type="checkbox"/>	on behalf of the* Chief Financial Officer
Date: 18 April 2008.		
Name: Stephen Dorrian	<input checked="" type="checkbox"/>	on behalf of the* Monitoring Officer
Date: 15 April 2008		

SECTION 4 - CONTACT DETAILS AND BACKGROUND PAPERS

Contact: Ed Hammond, Scrutiny Officer, Strategic and Performance
020 8420 9205: ed.hammond@harrow.gov.uk

Background Papers:

CPA Q3 scorecards; Q3 IB papers; LAA Q3 scorecard.

IF APPROPRIATE, does the report include the following considerations?

1.	Consultation	YES/ NO
2.	Corporate Priorities	YES / NO
3.	Manifesto Pledge Reference Number	