

Resources Select Committee (Chairman – Cllr Mohindra)

2015/16

Item	Report Deadline/ Priority	Progress / Comments	Programme of Meetings
(1) To review the specific quarterly KPI's for 2015/16	Quarterly.	Progress reports to meetings: Q1 in October 2015; Q2 in December '15; Q3 in April '16	14 July 2015; 13 October; 14 December;
(2) Key Performance Indicators 2014/15– Outturn	Outturn KPI performance considered at the first meeting of each municipal year.	Outturn KPI performance report for 2014/15 for July 2015 meeting.	09 February 2016; 12 April
(3) Detailed Portfolio Budgets	Portfolio budgets considered on an annual basis jointly with the Finance & Performance Management Cabinet Committee.	Annual review of portfolio budgets to be considered at joint meeting with the F&P M Cabinet Committee in January of each year. The F&PM Cabinet Committee was held on 21 Jan. 2016	
(4) ICT Strategy – Progress Call-handling in October '15	Progress against ICT Strategy considered on an annual basis.	Progress report considered at meeting on 13 October 2015. Including call/response handling but not on options following introduction of new telephony system.	
(5) Fees and Charges 2016/17	Proposed fees and charges for 2016/17 - considered at October 2015 meeting.	Proposed fees and charges considered on an annual basis each October.	
(6) Provisional Capital Outturn 2014/15	Provisional outturn for 2014/15 considered at July meeting.	Provisional Revenue Outturn considered on an annual basis at first meeting in each municipal year.	

(7) Provisional Revenue Outturn 2014/15	Provisional outturn for 2014/15 considered at July 2015 meeting.	Provisional Revenue Outturn considered on an annual basis at first meeting in each municipal year.
(8) Sickness Absence Outturn	July 2015	To review the Sickness Outturn report for 2014 - 15.
(9) Sickness Absence	Half-yearly progress reports for 2015/16 to be considered at December and April meetings.	Detailed progress against achievement of sickness absence targets reviewed on a six-monthly basis
(10) Medium Term Financial Strategy & Financial issues paper	October 2015	Received the financial issues Paper and Medium term financial strategy including 4 year General Fund forecast
(11) Quarterly Financial Monitoring	Oct 2015; Dec.2015; & Feb.2016	To receive quarterly financial monitoring reports
(12) Apprentices & Graduates	December 2015	Received an updating report at the Dec.2015 meeting. To receive a presentation on the Council's apprenticeship scheme and it's graduate scheme
(13) Planning Enforcement	October 2015	Received a review of the Planning Enforcement team's work. Considering their processes and not specific cases.
(14) Shared Services Working	December 2015	To review any shared services working being carried out by EFDC. HR are currently working with Colchester and Braintree Councils on a shared HR payroll system. Received an updating report at the December '15 meeting.

(15) Facilities Management	October 2015	Received an updating report on the rationalising of the Council's Energy Bills.
(16) Private Funding	December 2015	Received a report considering any avenues of private funding available to EFDC.
(17) Housing Benefit Fraud & Compliance	February 2016	To receive a report on the fraud team's work.
(18) Corporate Debt Processes	April 2016	To receive a report on the approach adopted to dealing with the debts due to the Council.
(19) Careline and Housing Related Charges	October 2015	Received a report on the proposed charging plan for Housing Related Support (HRS)