

**London Borough of Barnet
Performance and Contract
Management Committee
Work Programme 2016-17
September 2016**

Contact: Salar Rida 020 8359 7113 salar.rida@barnet.gov.uk

Title of Report	Overview of decision	Report Of (<i>officer</i>)	Issue Type (Non key/Key/Urgent)
6 September 2016			
Quarter 1 Monitoring Report 2016/17	To review and approve quarter 1 2016/17 finance and performance report for internal and external delivery units. This report includes treasury management outturn and assurance of IT systems update.	Stephen Evans Interim Chief Operating Officer	Non key
Year Three Review of Customer and Support Group (CSG) Contract	To receive an interim report from the members' working group.	Stephen Evans Interim Chief Operating Officer	Non key
Barnet Group - Annual Report 2015/16	To receive financial performance of Barnet Homes and Your Choice Barnet for the year ending March 2016 and to note the annual report.	Troy Henshall The Barnet Group Chief Executive	Non key
Members' Item – IT Disaster Recovery – Councillor Mittra	For the Committee to provide instructions in relation to the Member's Item.	Head of Governance	Non key
15 November 2016			
Quarter 2 Monitoring Report 2016/17	To review and approve quarter 2 2016/17 finance and performance report for internal and external delivery units. This report includes treasury management outturn.	Stephen Evans Interim Chief Operating Officer	Non key

Subject	Decision requested	Report Of	Type
Year Three Review of Customer and Support Group (CSG) Contract	To receive a final report from the members' working group.	Stephen Evans Interim Chief Operating Officer	Key
CSG Web Improvement Update	To receive a further report on the progress of the website improvement plan in accordance with the council's Customer Access Strategy.	Stephen Evans Interim Chief Operating Officer Kari Manovitch, Head of Customer Strategy and Programmes, Commercial Katherine Lyon, Head of Customer Services and Transformation, Capita Chris Melia Customer Experience Manager, Capita	Non key
Parking Contract Extension	To receive a progress report on the extension of the NSL contract, including any proposed amendments to performance targets.	Jamie Blake, Environment Commissioning Director	Non key
Risk Management Framework, including Corporate Risk Register	To approve the risk management framework; ensuring that the risk management framework is in place and aligned to council policy.	Stephen Evans Interim Chief Operating Officer	Non key
Cambridge Education – 100 day review	For the Committee to consider the 100 day review report.	Chris Munday Commissioning Director for Children and Young People Val White, Programme Director Education and Learning	

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Referral from Audit Committee - Q1 Internal Audit Report, on IT Change Management and IT Disaster Recovery	To consider the referral from the Committee.	Stephen Evans Interim Chief Operating Officer	Non key
Members' IT Update	To receive a further progress report on the steps taken to improve IS support to members.	Stephen Evans Interim Chief Operating Officer	Non key
5 January 2017			
Business planning: monitoring	To discuss the proposed monitoring framework for 2017/18.	Stephen Evans Interim Chief Operating Officer	Non key
Cambridge Education update (follow-up from May 2016)	To receive the update report.	Chris Munday Commissioning Director for Children and Young People	Non Key
13 February 2017			
Quarter 3 Monitoring Report 2016/17	To review and approve quarter 3 2016/17 finance and performance report for internal and external delivery units. This report includes treasury management outturn.	Stephen Evans Interim Chief Operating Officer	Non key
24 May 2017			
Quarter 4 and Year End Outturn Monitoring Report 2016/17	To review and approve final outturn and quarter 4 2016/17 finance and performance report, including treasury management outturn.	Stephen Evans Interim Chief Operating Officer	Non key

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CSG Web Improvement Update	To receive a further report on the progress of the website improvement plan in accordance with the council's Customer Access Strategy.	<p>Stephen Evans Interim Chief Operating Officer</p> <p>Kari Manovitch, Head of Customer Strategy and Programmes, Commercial</p> <p>Katherine Lyon, Head of Customer Services and Transformation, Capita</p> <p>Chris Melia Customer Experience Manager, Capita</p>	Non key
Education and Skills Contract – update on KPI's	At the meeting on 31 st May 2016, the Committee agreed to receive regular update reports and within 6-9 months a report on performance against the KPI's in relation to the Education and Skills Contract.	Val White, Programme Director Education and Learning	Non key
To be allocated			
Re Contract Review	To review and receive update report.	Stephen Evans Interim Chief Operating Officer	Non key
Clienting Arrangements - Customer & Support Group (CSG) Contract	At its meeting on 31 st May 2016, the Committee noted the clienting and contract management arrangements in place in respect of the CSG contract and requested to receive an update report at a future meeting for the purposes of monitoring the arrangements.	Stephen Evans Interim Chief Operating Officer	Non key