

### Finance & Performance Scrutiny Committee Work Programme

| Meeting Date                              | Issue  | Scope of Item / Terms of Reference  | Reason for Scrutiny   | Invitees / Offices  | Progress / Notes / Action Requested  |
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| 15th Mar 2023                             | Work Programme                                       | To consider items for future meetings.  | To allow the Committee to identify items for which scrutiny is required.  | N. Conway/<br>Lead Officer                                | Standing item  |
| 15th Mar 2023<br>(annual item)            | Performance Information<br>(Quarter 3 Report)        | Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives.            | To ensure targets and objectives are being met. To identify areas where performance might be improved.  | Relevant Lead Members & Heads of Service / V. Brackenbury | Quarter 3 Report considered at the same time annually.   |
| 15th Mar 2023<br>(Period 9 - annual item) | Revenue Monitoring<br>(General Fund and HRA)         | Monitoring of Council's revenue position.   | To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place. | Lead Member/ L. Tansey                                    | Three reports to be considered through the year. Reports to be considered at the same time annually.                                 |
| 15th Mar 2023<br>(annual item)            | Capital Monitoring                                   | Monitoring of position with the Council's Capital Plan.   | To ensure progress to the Council's Capital Plan and its financing are satisfactory.  | Lead Member/ L. Tansey                                    | Monitoring Report at each quarterly meeting.   |
| 15th Mar 2023                             | Car parking charges                                  | To provide the Committee with update on raising of car parking fees for Loughborough and general overview | Suggested by Budget Scrutiny Panel, to assess impact and consequences   | S. Jackson  | Requested FPSC 01 March 2022, added to agenda 28 June, update requested in Sep. On 6 Sep 2022 update requested for Mar 2023 meeting. |
| 27th June 2023<br>(annual item)           | Capital Monitoring including Outturn                 | Monitoring of position with the Council's Capital Plan.   | To ensure progress to the Council's Capital Plan and its financing are satisfactory.  | Lead Member/ L. Tansey                                    | Outturn report considered at same time annually.   |
| 27th June 2023<br>(annual item)           | Revenue Monitoring<br>(General Fund and HRA) Outturn | Monitoring of Council's revenue position.   | To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place. | Lead Member/ L. Tansey                                    | Outturn report considered at same time annually.   |

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| 27th June 2023                  | Performance Information<br>(Quarter 4 Report / Outturn) | Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives.   | To ensure targets and objectives are being met. To identify areas where performance might be improved.  | Relevant Lead Members & Heads of Service / V. Brackenbury | Quarter 4 Report considered at the same time annually.  |
| 12th Sept 2023<br>(annual item) | Performance Information<br>(Quarter 1 Report)           | Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives.   | To ensure targets and objectives are being met. To identify areas where performance might be improved.  | Relevant Lead Members & Heads of Service / V. Brackenbury | Quarter 4 Report considered at the same time annually.  |
| 12th Sept 2023<br>(annual item) | Annual Performance report                               | Annual collation of performance information for publication on the Councils website  | To communicate performance of the Council against annual targets  | V. Brackenbury  | Added to work programme by email agreement of the Chair for 2022 and confirmed at meeting to continue to be annual every Sept |
| 12th Sept 2023<br>(annual item) | Revenue Monitoring<br>(General Fund and HRA)            | Monitoring of Council's revenue position.  | To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place. | Lead Member/ L. Tansey                                    | Three reports to be considered through the year. Reports to be considered at the same time annually.                          |
| 12th Sept 2023<br>(annual item) | Capital Monitoring                                      | Monitoring of position with the Council's Capital Plan.  | To ensure progress to the Council's Capital Plan and its financing are satisfactory.  | Lead Member/L. Tansey                                     | Monitoring report at each quarterly meeting.  |
| 12th Sept 2023<br>(annual item) | Climate Change Strategy Action Plan                     | Monitoring of the Climate Change Strategy Action Plan.   | Monitoring of progress on Action Plan.  | Lead Member/ M. French                                    | Requested by Scrutiny Workshop to be an annual review. Agreed with C/VC to review in Sep (19 Jul '21)                         |
| 28th Nov 2023<br>(annual item)  | Community Safety Partnership                            | To review the work of the Community Safety Partnership on an annual basis, to enable any issues to be identified for further scrutiny by the appropriate scrutiny body and to enable | To ensure effective scrutiny of the work of the Community Safety Partnership  | CSP Chair / relevant Head of Service / T McCabe           | Legal requirement to be reviewed annually. Agreed with C/VC 19 Jul 2021 to occur mid-year in November.                        |

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|   |   | incidences of violent crime to be monitored.   |   |   |  |
| 28th Nov 2023<br>(annual item)            | Performance Information<br>(Quarter 2 Report) | Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives. | To ensure targets and objectives are being met. To identify areas where performance might be improved.  | Relevant Lead Members & Heads of Service / V. Brackenbury | Quarter 2 Report considered at the same time annually.   |
| 28th Nov 2023<br>(Period 7 - annual item) | Revenue Monitoring<br>(General Fund and HRA)  | Monitoring of Council's revenue position.  | To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place. | Lead Member/ L. Tansey                                    | Three reports to be considered through the year. Reports to be considered at the same time annually. |
| 28th Nov 2023<br>(annual item)            | Capital Monitoring                            | Monitoring of position with the Council's Capital Plan.  | To ensure progress to the Council's Capital Plan and its financing are satisfactory.  | Lead Member/L. Tansey                                     | Monitoring report at each quarterly meeting.   |
| 5th Mar 2024<br>(annual item)             | Performance Information<br>(Quarter 3 Report) | Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives. | To ensure targets and objectives are being met. To identify areas where performance might be improved.  | Relevant Lead Members & Heads of Service / V. Brackenbury | Quarter 3 Report considered at the same time annually.   |
| 5th Mar 2024<br>(Period 9 - annual item)  | Revenue Monitoring<br>(General Fund and HRA)  | Monitoring of Council's revenue position.  | To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place. | Lead Member/ L. Tansey                                    | Three reports to be considered through the year. Reports to be considered at the same time annually. |
| 5th Mar 2024<br>(annual item)             | Capital Monitoring                            | Monitoring of position with the Council's Capital Plan.  | To ensure progress to the Council's Capital Plan and its financing are satisfactory.  | Lead Member/ L. Tansey                                    | Monitoring Report at each quarterly meeting.   |