

# Efficiency and Resources Scrutiny Committee Agenda



9.30 am Thursday, 14 March 2019  
Committee Room 2, Town Hall,  
Darlington, DL1 5QT

**Members of the Public are welcome to attend this Meeting.**

1. Introductions/Attendance at Meeting
2. Declarations of Interest
3. To approve the Minutes of the meeting of this Scrutiny Committee held on :-
  - (a) 20 December 2018 (Pages 1 - 4)
  - (b) 31 January, 2019 (Pages 5 - 6)
4. Performance Indicators Q3 2018/19 –  
Report of the Managing Director  
(Pages 7 - 12)
5. Work Programme –  
Report of the Managing Director  
(Pages 13 - 20)
6. SUPPLEMENTARY ITEM(S) (if any) which in the opinion of the Chair of this  
Committee are of an urgent nature and can be discussed at this meeting
7. Questions



**Luke Swinhoe**  
**Assistant Director Law and Governance**

**Wednesday, 6 March 2019**

**Town Hall**  
**Darlington.**

**Membership**

Councillors Haszeldine, Carson, Cossins, Coultas, Crichlow, Johnson, Marshall,  
Mrs H Scott and C Taylor

If you need this information in a different language or format or you have any other queries on this agenda please contact Shirley Burton, Democratic Services Manager, Resources Group, during normal office hours 8.30 a.m. to 4.45 p.m. Mondays to Thursdays and 8.30 a.m. to 4.15 p.m. Fridays E-mail: [shirley.burton@darlington.gov.uk](mailto:shirley.burton@darlington.gov.uk) or telephone 01325 405998

## EFFICIENCY AND RESOURCES SCRUTINY COMMITTEE

Thursday, 20 December 2018

**PRESENT** – Councillors Haszeldine (Chair), Carson, Cossins, Coultas, Crichlow, Johnson, Marshall, Mrs H Scott and C Taylor

**APOLOGIES** –

**ABSENT** –

**ALSO IN ATTENDANCE** –

**OFFICERS IN ATTENDANCE** – Elizabeth Davison (Assistant Director Resources), Anthony Sandys (Head of Housing and Revenues), Barbara Copson (Performance Manager) and Shirley Burton (Democratic Manager)

### ER17 DECLARATIONS OF INTEREST

There were no declarations of interest reported at the meeting.

### ER18 TO APPROVE THE MINUTES OF THE MEETING OF THIS SCRUTINY COMMITTEE HELD ON 8 NOVEMBER, 2018

Submitted - The Minutes (previously circulated) of the meeting of this Scrutiny Committee held on 8 November, 2018.

**RESOLVED** – That, with the deletion of ‘Crumbie’ and the insertion of ‘Cossins’ in the list of those Members present at the meeting, the Minutes be approved as a correct record.

### ER19 COUNCIL TAX RECOVERY

The Director of Economic Growth and Neighbourhood Services submitted a report (previously circulated) providing an overview of the Council’s Council Tax recovery process and collection performance.

It was reported that the collection of Council Tax, which was a key priority for the Council, had been particularly challenging over the last few years with the difficult economic climate and the introduction of the Council Tax Support Scheme in 2013, however, overall collection performance was good and the collection of arrears was well managed, with dedicated recovery staff actively pursuing the higher debts and those who deliberately avoided paying.

Discussion ensued on the collection of Council tax for those in receipt of support and it was reported that this was generally successful, with in-year collection for these people being around 80 per cent; the income received from Council Tax; and the continual process to chase historic arrears, taking into account the likelihood of recovery in the most economical way, with the resources available.

**RESOLVED** – That the report be received.

## **ER20 PERFORMANCE INDICATORS Q2 - 2018/19**

The Managing Director submitted a report (previously circulated) together with information on the Quarter 2 performance against those key performance indicators for 2018/19 which were within the remit of the Scrutiny Committee.

Particular reference was made to the performance information in relation to sickness absence figures within the Authority which were on track at the end of quarter 2 to achieve the year-end target and discussion ensued on the proactive work undertaken by the Human Resources Division in relation to this and the various health and well-being initiatives in place.

**RESOLVED** – That the report be received.

## **ER21 MEDIUM TERM FINANCIAL PLAN (MTFP) 2019/20**

Submitted – A report (previously circulated) of the Chief Officers Executive which had been considered by Cabinet at its meeting held on 11 December 2018, in relation to the Medium-Term Financial Plan (MTFP) 2019-20 to 2022-23 and proposing a 2019/20 to 2022/23 capital programme for consultation.

It was reported that the delivery of the core offer which was agreed in 2016 remained extremely challenging with some significant pressures arising in children's social care, however, through innovative financial investments and increased income from economic growth, the Council could still deliver the agreed balanced plan and extend the MTFP. A further £0.600 million had also been identified which could be used to bolster the Futures Fund themes or be returned to reserves.

Particular reference was made to a number of risk pressures which had been identified, however, it was reported that it was not clear at this stage whether they would definitely come to fruition. The Assistant Director Resources advised us that, given the potential impact if they did, it had been considered prudent to recognise them in the budget and, following a review of the risks, it had been recommended that a prudent level would be to include 60 per cent of the total value in the risk contingency line.

Discussion ensued on the savings which had been achieved in Adult Social Care; the current position in relation to school transport which was currently overspending and which was subject to a review with the aim of reducing the current projected overspend; the use of reserves to balance the MTFP; and the risk contingency going forward.

**RESOLVED** – (a) That Members notify Officers of specific areas they would like to look at further within the MTFP and a further special meeting be arranged if necessary.

(b) That a meeting of this Scrutiny Committee be held, prior to Cabinet on 12

February, 2019, to formulate a response on behalf of all Scrutiny Committees to Cabinet on its proposals in relation to the MTFP.

## **ER22 WORK PROGRAMME**

The Managing Director submitted a report (previously circulated) requesting that consideration be given to the work programme items scheduled to be considered by this Committee and to give consideration to any additional areas Members felt should be added to the previously approved work programme.

**RESOLVED** – That the report be received.

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## EFFICIENCY AND RESOURCES SCRUTINY COMMITTEE

Thursday, 31 January 2019

**PRESENT** – Councillors Haszeldine (Chair), Carson, Cossins, Coultas, Johnson, Marshall and C Taylor

**APOLOGIES** – Councillor Mrs H Scott,

**ABSENT** – Councillor Crichlow

**ALSO IN ATTENDANCE** – Councillors Knowles and Newall

**OFFICERS IN ATTENDANCE** – Elizabeth Davison (Assistant Director Resources), Shirley Burton (Democratic Manager) and Hannah Fay (Democratic Officer)

### ER23 DECLARATIONS OF INTEREST

There were no declarations of interest reported at the meeting.

### ER24 MEDIUM TERM FINANCIAL PLAN (MTFP) 2019/20

Submitted – The Minutes (previously circulated) of all of this Scrutiny Committee's which had been held to discuss the proposals contained within the Medium Term Financial Plan, which were within their individual remits.

It was reported that all of the Scrutiny Committees had supported the proposals in relation to the proposed Council Tax increase of 2.99 per cent and the proposed increase in fees and charges within their own remits. Each of the Scrutiny Chairs presented, at the meeting, the outcomes of their Scrutiny Committees.

In presenting the findings of the Adults and Housing Scrutiny Committee, the Chair of that Scrutiny Committee also advised Members of the discussion which has taken place in relation to the Council's Housing Review Account (HRA) and particular reference was made to the welcome lift by the Government of the borrowing cap on the HRA which would enable the Council to increase its housing capital programme by around £12 million.

The Chair of the Health and Partnerships Scrutiny Committee reported that that Scrutiny Committee had requested further information in relation to the allocation of the £501,000 which had been identified for winter pressures and it was reported that that money had now been allocated and would be reported to Members.

In relation to Children's Services, reference was made to the significant pressures in Children's social care and the demand pressures on external residential placements and independent fostering placements, together with the cost of SEND school transport which was subject to a review to reduce the current projected overspend.

Discussion ensued on the potential significant financial risks which could occur over the lifetime of the Plan which were difficult to predict at this time, particularly in relation to Brexit outcomes and it was highlighted that further discussions around how

the Council would address these issues and the subsequent financial implications were needed. Some unease was raised about the Council agreeing to a four-year plan which could not be quantified at this stage in view of the uncertainty, however, the Assistant Director Resources reported that the Council had a long established process of operating a medium term approach to its financial planning and to only look at one year would not be prudent. In recommending the Plan to Members it had been accepted that the Council was carrying a significant risk in terms of the need to reduce expenditure, however contingencies had been put in place and the plan was based on the most accurate reflection of the Councils financial position.

It was reported that the Council had just been advised that it was to receive funding of £210,000 over the next two years to help it with its preparations for Brexit and that this funding would be put into reserves until called upon.

Reference was made to the role of this Scrutiny Committee in monitoring the MTFP over its life.

**RESOLVED** - That, in relation to the Medium Term Financial Plan, Cabinet be advised that :-

- (i) the response of this Council's Scrutiny Committee is to support the proposed increase in fees and charges and the proposed Council Tax increase of 2.99 per cent for the next financial year; and
- (ii) in considering the proposed four-year MTFP, the Efficiency and Resources Scrutiny Committee wishes to highlight its concern in relation to the potential significant financial risks over the lifetime of the plan, which are difficult to forecast at this time and that the Council's Statutory Chief Financial Officer be formally requested to highlight these concerns to Cabinet

## Efficiency and Resources Scrutiny Committee

14 March 2019

ITEM NO. ....

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### PERFORMANCE INDICATORS Q3 2018/19

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#### Purpose of the Report

1. To provide Members with Quarter 3 performance data against key performance indicators for 2018/19.

#### Report

##### Performance summary

2. This report provides performance information in line with an indicator set and scrutiny committee distribution agreed by Monitoring and Coordination Group on 4 June 2018, and subsequently by scrutiny committee chairs.
3. The indicators included in this report are aligned with key priorities and the majority are used to monitor the Corporate Plan 2017/21. Other indicators may be referenced when appropriate in narrative provided by the relevant assistant directors, when providing the committee with performance updates.
4. Ten indicators are reported to the committee, all on a quarterly basis.
5. Targets have been set for six of these indicators for which data is available at Q3:
  - a) Five of these indicators are on track at the end of Q3, to achieve year-end targets:
    - FHR 001 – Sickness absence
    - HBS 002 – Council Tax arrears collected
    - HBS 003 – Housing Benefit overpayments recovered
    - HBS 009 - % of Council Tax collected in year
    - HBS 010 - % of Business Rates collected in year
  - i. It is particularly encouraging to see the year on year improvement in FHR 001, sickness absence, which is 0.75 days per F.T.E. better than 2017/18. HR have been working with managers targeting areas of concern ensuring all long term cases are managed appropriately and reviews are taking place for short term absence. It is also thought the Wellbeing campaign which has been running over the last couple of years is improving the overall health of the staff. Whilst it is difficult to prove a direct correlation between flu jabs and a reduction in influenza it is hoped this initiative will contribute to a continued reduced absence in the final quarter.

- b) One of these indicators is not on track at the end of Q3, to achieve year-end target:

LGP 008 – Contracted spend as a % of total non-salary spend

The contracts register is used to identify the percentage of contracted non-salary spend. The actual figure of contracted spend is likely to be higher as the contracts register may not be capturing all contracted spend. As spend below £10k does not involve the Corporate Procurement Team, some of this spend may not be entered on the contracts register. The Corporate Procurement is doing ongoing work to raise awareness with officers of the need to update the contract register with details of sub £10k spend. In addition, some contracted spend may not be being identified because of differences with the suppliers listed on the contracts register and the details appearing on Agresso. Further work is being done by Corporate Procurement to manually check that ensure suppliers are correctly identified.

6. Of the remaining four indicators for which a target is not set, comparison is made against the same time last year:

- a) Three indicators are showing performance better than at this time last year:

- FHR 003 Reportable accidents / ill health
- FHR 009 Number of complaints upheld by the ICO
- FHR 019 Staff turnover

- i. Our systems and processes are in place to try to prevent any accidents, so whilst unfortunate we have any reportable accidents it is pleasing to note the number at six is lower than last year. We have a strong health and safety culture in Darlington and all accidents are investigated thoroughly to see what lessons can be learnt to aid the prevention of future incidents.
- ii. It is pleasing to note the low staff turnover position of 5.2% at quarter 3. In general a level below 10% is considered healthy and shows an engaged workforce. This is in line with the latest staff survey results which were presented to this committee last year and noted a positive view across all themes including leadership, values and health and wellbeing.

- b) One indicator is showing performance not as good as at this time last year:

- FHR 008 Complaints upheld by the LG Ombudsman / Housing Ombudsman.
- i. Whilst there are three upheld decisions for the Financial Assessment process two related to clarity around aspects of the Adult Social care charging policy for non-residential services. This

has now been approved by Cabinet so should stop any confusion in the future.

7. A detailed performance scorecard is attached at Appendix 1.
8. This Scrutiny Committee performance report was compiled by Neil Bowerbank. All queries regarding the performance measures within this report should be addressed to the appropriate assistant director.

## 9. Recommendations

10. It is recommended:

- a) that performance information provided in this report is reviewed and noted, and relevant queries raised with appropriate assistant directors

**Paul Wildsmith**  
**Managing Director**

## Background papers

No background papers were used in the preparation of this report.

S17 Crime and Disorder	This report supports the Councils Crime and Disorder responsibilities
Health and Well Being	This report supports performance improvement relating to improving the health and wellbeing of residents
Sustainability	This report supports the Council's sustainability responsibilities
Diversity	This report supports the promotion of diversity
Wards Affected	This reports supports performance improvement across all Wards
Groups Affected	This report supports performance improvement which benefits all groups
Budget and Policy Framework	This report does not represent a change to the budget and policy framework
Key Decision	This is not a key decision
Urgent Decision	This is not an urgent decision
One Darlington: Perfectly Placed	This report contributes to the Sustainable Community Strategy (SCS) by involving Members in the scrutiny of performance relating to the delivery of key outcomes
Efficiency	Scrutiny of performance is integral to optimising outcomes.

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Efficiency & Resources

Performance Data

06/03/2019

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01/02/2019

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10	Total	10	10
6	= Better than same period last year ( ↑ ) =	1	4
	Better from when last reported ( ↑ ) =		
1	= The same as same period last year ( ↔ ) =	0	0
	The same from when last reported ( ↔ ) =		
3	= Not as good as same period last year ( ↓ ) =	0	1
	Not as good from when last reported ( ↓ ) =		
0	Not comparable ( blank )	9	5

10	Total
4	Better than target
0	Achieving target
1	Missing target
5	No Target

Indicator Num	Indicator Description	Reported	What is best	Measure of unit	Latest England Av	Latest North East Av	Latest other benchmark Av	2014/15	2015/16	2016/17	2017/18	Latest data same period previous year	Latest data performance from same period last year	June	Sept	Dec	Dec - Num	Dec - Den	Trend from when last reported	Performance against target	Dec Target	Qtr 3 - Dec compare to target	Year End Target	Comments
FHR 001	Number of FTE working days lost due to sickness (excluding schools)	Monthly	Smaller	Num/Rate	-	-	-	-	-	-	9.2	6.7	↑	1.8	3.8	5.9	8,296	1,397			-		9	Qtr 3 Improvement on Q3 2017/18 - 948 days, 0.75 per FTE. Of the 8296 days lost 50% (52% in Q3 17/18) is long term absence, 147 Cases (140 employees).118 have now returned to work, 13 left the Council and 1 sadly passed away. The remaining 15 were still off but being managed. SV/De/MH related absence is the highest cause, 31% (30%), of which 37% (36%) was deemed work related. Projected year end outturn is 8.19 days per FTE - 0.71 below the target and 1.03 improvement on 17/18 outturn.
FHR 003	Number of reportable employee accidents / ill health	Quarterly	Smaller	Num	-	-	-	11	13	13	9.0	7.0	↑	1.0	3.0	6.0	6				-		-	Qtr 3 3 reportable accidents in Q3, 2 Reablement staff suffered moving and handling injuries, Arboricultural operative suffered ankle sprain whilst removing a loose tree branch. Previous 3 reportable accidents included 2 in the Dolphin Centre and 1 refuse operative. Bringing the total to 6 reportable accidents.
FHR 004	Number of complaints upheld by the Local Government Ombudsman/Housing Ombudsman	Quarterly	Smaller	Num	-	-	-	3.0	11	7.0	6.0	5.0	↓	3.0	7.0	8.0	8				-		-	Qtr 3 Adult Social Care received 5 upheld decisions, compared to 1 in Q1 - 3 2017/18. Finance and Human Resources received 3 upheld decisions an increase from 0 in Q1 - 3 2017/18.
FHR 009	Number of complaints upheld by the Information Commissioner's Office	Quarterly	Smaller	Num	-	-	-	3.0	9.0	1.0	3.0	3.0	↑	0.0	0.0	0.0	0				-		-	Qtr 3 The ICO did not uphold any complaints against the Council during Q3.
FHR 019	Staff turnover - Voluntary Leavers	Quarterly	Smaller	%	-	-	-	7.8	7.0	6.8	7.3	5.5	↑	1.5	3.7	5.2	104	2,013					-	Qtr 3 Reduction on Q3 in 2017/18 (5.5%). Of the 105 leavers 42 were from C&A, 48 from EG & NS and 14 from Resources. Further details can be seen in AD comments. Looking at the information taken from Exit Surveys in the period, 77% of respondents said they would work for their Service Group again, 86% said they would work for the Council again. The survey includes all leavers, not just those leaving voluntarily.
HBS 002	Amount in £'s of Council Tax arrears collected	Monthly	Bigger	Num	-	-	-	1,271,644	1,549,537	1,567,911	1,477,347	1,260,642	↓	459,950	866,751	1,202,382	1,202,382			↑	375,000.00	↑	1,500,000	Qtr 3 Collection of Council Tax arrears is currently on course to meet the target
HBS 003	Amount in £'s of Housing Benefit overpayments recovered	Quarterly	Bigger	Num	-	-	-	991,571	1,063,561	1,202,060	1,106,519	815,691	↑	337,624	606,247	882,188	882,188			↑	712,500.00	↑	950,000	Qtr 3 Collection of Housing Benefit overpayments is currently on course to meet the target
HBS 009	% of Council Tax collected in year	Monthly	Bigger	%	97	82	-	95	95	96	96	79	↔	27	53	79	45,452,700	57,404,400		↑	26.90	↑	96	Qtr 3 Performance is currently on course to meet the target.
HBS 010	% of Business Rates collected in-year	Monthly	Bigger	%	98	83	-	98	98	98	99	80	↑	30	57	81	28,674,200	35,342,533		↑	29.90	↑	98	Qtr 3 Performance is currently on course to meet the target.
LGP 008	Contracted spend as a % of total non-salary spend	Quarterly	Bigger	%	-	-	-	-	-	73	79	79	↓	76	75	76	59,863,102	79,181,928	↑	↓	80.00	↓	80	Qtr 3 The contracts register may not be capturing all contracted spend, some of the spend below £10k may not be entered on the contracts register. Corporate Procurement are working to raise awareness with officers of the need to update the contract register with details of sub £10k spend. Some contracted spend may not be being identified because of differences with the suppliers listed on the contracts register and the details appearing on Agresso. Further work is being carried out by Corporate Procurement to manually check that ensure suppliers are correctly identified.

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**EFFICIENCY AND RESOURCES SCRUTINY COMMITTEE –  
WORK PROGRAMME**

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**SUMMARY REPORT**

**Purpose of the Report**

1. To provide Members with an update on the current work programme for this Scrutiny Committee.

**Summary**

2. Members will recall that, at previous meetings of this Scrutiny Committee, discussions have been held and agreement reached on areas where this Scrutiny Committee would like to focus its work. Work is currently being undertaken in relation to some of these areas of work is still due to commence on others.
3. The proposed work programme has been reviewed and revised to enable the Committee to analyse information for each topic area aligning it to the eight outcomes and three conditions in the Sustainable Community Strategy, and relevant performance indicators from the Performance Management Framework.
4. The proposed structure of the work programme will provide Members with the opportunity to develop each topic through a series of questions and drill down to investigate particular aspects of extensive topics.

**Recommendation**

5. Members' views are requested.

**Paul Wildsmith**  
**Managing Director**

**Background Papers**

There were no background papers used in the preparation of this report.

Shirley Burton : Extension 5998

S17 Crime and Disorder	This report has no implications for Crime and Disorder
Health and Well Being	This report has no direct implications to the Health and Well Being of residents of Darlington.
Carbon Impact	There are no issues which this report needs to address.
Diversity	There are no issues relating to diversity which this report needs to address
Wards Affected	The impact of the report on any individual Ward is considered to be minimal.
Groups Affected	The impact of the report on any individual Group is considered to be minimal.
Budget and Policy Framework	This report does not represent a change to the budget and policy framework.
Key Decision	This is not a key decision.
Urgent Decision	This is not an urgent decision
One Darlington: Perfectly Placed	The report contributes to the Sustainable Community Strategy in a number of ways through the involvement of Members in contributing to the delivery of the five themes.
Efficiency	The Work Programmes are integral to scrutinising and monitoring services efficiently (and effectively), however this report does not identify specific efficiency savings.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

## MAIN REPORT

### Information and Analysis

6. The format of the proposed work programme has been reviewed to enable Members of this Scrutiny Committee to provide a rigorous and informed challenge to the areas for discussion.
7. Each topic links to the outcomes and the conditions in the Sustainable Community Strategy – One Darlington Perfectly Placed :-

SCS Outcomes :	Three Conditions :
Children with the Best Start in Life More Businesses more jobs	Build Strong Communities
A safe and caring community More people caring for our environment	Grow the Economy
More people active and involved Enough support for People when needed More people health and independent A place designed to thrive	Spend Every Pound Wisely

8. In addition, each topic links to performance indicators from the Performance Management Framework (PMF) to provide robust and accurate data for Members to use when considering topics and the work they wish to undertake.

### Forward Plan and Additional Items

9. Members wish to add any topics to the above, a Quad of Aims will need to be developed and submitted prior to the item being brought to Scrutiny Committee, to ensure that it does contribute to the strategic aims of the Council.
10. Once the Work Programme has been agreed by this Scrutiny Committee, any Member seeking to add a new item to the work programme will need to complete a quad of aims. A revised process for adding an item to a previously approved work programme, has been agreed by the Monitoring and Co-ordination Group.

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**EFFICIENCY AND RESOURCES SCRUTINY COMMITTEE WORK PROGRAMME – 2018/19**

<b>Topic</b>	<b>Timescale</b>	<b>Lead Officer</b>	<b>SCS Outcome</b>	<b>Darlington Conditions</b>	<b>Link to PMF (Metrics)</b>	<b>Scrutiny's Role</b>
Performance Management Framework	Quarterly monitoring reports to be submitted to meetings of this Scrutiny Committee.  13 <sup>th</sup> September, 2018 (Quarter 1) 20 <sup>th</sup> December, 2018 (Quarter 2) 14 <sup>th</sup> March, 2019 (Quarter 3)	Relevant Assistant Directors	One Darlington Perfectly Placed	Spend Every Pound Wisely	FHR 001 FHR 003 FHR 008 FHR 009 FHR 019 HBS 002 HBS 003 HBS 009 HBS 010 LGP 008	To provide Members with an update regarding the Performance Management Framework.
Allocation of Section 106 Monies	To be programmed if needed.	Dave Coates	One Darlington Perfectly Placed	Spend every pound wisely	ECI 108 ECI 114 ECI 115 ECI 116 ECI 117 ECI 130	To look at the information currently available in relation to Section 106 Agreements

## ARCHIVED ITEMS

Topic	Timescale	Lead Officer	SCS Outcome	Darlington Conditions	Link to PMF (Metrics)	Scrutiny's Role
Sickness Absence Year-end out-turn	12 <sup>th</sup> July, 2018	Helen Whiting	One Darlington Perfectly Placed	Spend Every Pound Wisely	FHR 001	To consider the year-end figures
Health and Safety Year end out-turn	12 <sup>th</sup> July, 2018	Joanne Skelton	One Darlington Perfectly Placed	Spend Every Pound Wisely	FHR 003	To consider the year-end figures
Medium-Term Financial Plan	Quarterly monitoring reports to be submitted to meetings of this Scrutiny Committee  12 <sup>th</sup> July, 2018 (Quarter 1) 20 December 2018 (Quarter 2) 7 <sup>th</sup> February, 2019 (Quarter 3)	Elizabeth Davison	One Darlington Perfectly Placed	Spend Every Pound Wisely		To contribute and challenge the Medium Term Financial Plan and assist with the implementation and development of the required savings
Performance Management Framework	Quarterly monitoring reports to be submitted to meetings of this Scrutiny Committee.  13 <sup>th</sup> September, 2018 (Quarter 1) 20 <sup>th</sup> December, 2018 (Quarter 2) 14 <sup>th</sup> March, 2019 (Quarter 3)	Barbara Copson/ Relevant Assistant Directors	One Darlington Perfectly Placed	Spend Every Pound Wisely	FHR 001 FHR 003 FHR 008 FHR 009 FHR 019 HBS 002 HBS 003 HBS 009 HBS 010 LGP 008	To provide Members with an update regarding the Performance Management Framework.

<b>Topic</b>	<b>Timescale</b>	<b>Lead Officer</b>	<b>SCS Outcome</b>	<b>Darlington Conditions</b>	<b>Link to PMF (Metrics)</b>	<b>Scrutiny's Role</b>
Schedule of Charges	To be considered as part of the Medium-Term Financial Plan proposals	Elizabeth Davison/ Relevant Assistant Directors	One Darlington Perfectly Placed	Spend Every Pound Wisely		To review the current charges for services within the remit of this Scrutiny Committee
Procurement	12 <sup>th</sup> July 2018	Luke Swinhoe/Sarah Hutchinson	One Darlington Perfectly Placed	Spend Every Pound Wisely	LGP 008	To look at how the Council procures its contracts and the processes and procedures in place
Capital Management, Procurement and Controls	13 <sup>th</sup> September, 2018	Paul Wildsmith/Dave Winstanley/ Pauline Mitchell	One Darlington Perfectly Placed	Spend Every Pound Wisely	LGP 008	To look at the controls in place
Housing Revenue Account and the Housing Business Account	13 <sup>th</sup> September, 2018	Pauline Mitchell	One Darlington Perfectly Placed	Spend every pound wisely	HBS 002 HBS 003 HBS 009 HBS 010	To receive a briefing on the HRA and Housing Business Plan
Allocation of Section 106 Monies	To be programmed if needed.	John Anderson	One Darlington Perfectly Placed	Spend every pound wisely	ECI 108 ECI 114 ECI 115 ECI 116 ECI 117 ECI 130	To look at the information currently available in relation to Section 106 Agreements

FHR 001	DBC number of FTE working days lost due to sickness (excluding schools)
FHR 003	Number of reportable employee accidents / ill health
FHR 008	Number of complaints upheld by the Local Government Ombudsman/Housing Ombudsman
FHR 009	Number of complaints upheld by the Information Commissioner's Office
FHR 019	Staff turnover - Voluntary Leavers
HBS 002	Amount in £'s of Council Tax arrears collected
HBS 003	Amount in £'s of Housing Benefit overpayments recovered
HBS 009	% of Council Tax collected in year
HBS 010	% of Business Rates collected in-year
LGP 008	Contracted spend as a % of total non-salary spend
ECI 108	S.106 - Number entered into within current financial year
ECI 114	Total amount of S106 funding secured since 2010
ECI 115	S106 - Amount received [affordable housing/infrastructure/green space etc] since 2010
ECI 116	S106 - Total Amount outstanding [affordable housing/infrastructure/green space etc.] since 2010
ECI 117	S106 - Amount spent since 2010
ECI 130	% of Section 106 agreements signed within target time.