

Action List

Performance Select Committee, 1 February 2011, item 3

Performance Select Committee Action List

Item	Action	By
Audit Commission Progress Report	Clarification to be supplied to the Committee of errors identified by Audit Commission in processing of housing benefit claims	Audit Commission
Audit Commission Health Inequalities Report	<ol style="list-style-type: none"> 1 Information on Spearhead Group to be provided to Councillor Barker 2 Confirmation that life expectancy figures given in the report are most recent version, as used by NHS West Essex 	Audit Commission
Performance Management Report - Procurement	Procurement Manager to liaise with Cllr Rolfe to arrange visit to observe NHS Procurement Hub use of e-procurement	SJ/Cllr Rolfe
Performance Management Report - Asset Management	Update for next committee on asset management working arrangements with Braintree District Council	SJ
Performance Management Report – Vacant Commercial Premises	<ol style="list-style-type: none"> 1 Report on performance indicator for commercial activity to be brought before Committee before end of financial year 2 LSP input to be requested on loss of businesses due to rural public houses falling into disuse 	JM/RH
Revenue Collection and Housing Benefit payments	Benchmark figures for Harlow and Epping on time taken and accuracy of processing of claims to be emailed to Committee	SM
Internal Audit Progress Report – Members’ Allowances	Approach group leaders to come up with preferred time limit for claims (Committee suggested limit of 3 months)	SJ/JM
Internal Audit Progress Report – assessing performance management	Reasons for length of time taken to carry out audit of performance management to be provided to Councillor Knight	SB
Corporate Risk Register – affordable sport, leisure and cultural activities	Investigate whether swimming available on prescription	Cllr Rolfe