RECORD OF OPEN DECISIONS

FINANCE AND MANAGEMENT COMMITTEE

At the Meeting of the Finance and Management Committee held on Thursday 1st December 2016, the following decisions were taken.

Urgent decisions or those exempt from call-in are indicated in the third column of the table. These decisions cannot be called in and are effective immediately.

All other decisions may be called in until 5.00pm on Friday 9th December 2016.

A request to call in a decision must be made by at least three Members, including at least one Member of the controlling group. The request must be made in writing to the Chief Executive[1].

If no request to call in a decision is received within this time limit then the decision becomes effective immediately.

Agenda Item No.	**OPEN REPORTS**	Urgent/ Call-in Exempt
7.	**AGENDA ITEM** COMMUNICATIONS STRATEGY 2016/21 AND INTERNAL COMMUNICATIONS STRATEGY 2016/18	
	DECISION: *Members resolved to adopt the draft Communications Strategy 2016/21 and Internal Communications Strategy 2016/18.*	
8.	**AGENDA ITEM** CORPORATE PLAN 2016-21: PERFORMANCE REPORT (1 JULY – 30 SEPTEMBER 2016)	
	DECISION: *Members noted progress against performance targets.*	
9.	**AGENDA ITEM** BUDGET AND FINANCIAL MONITORING 2016/17	
	DECISION: *Members approved the latest budget and financial position for 2016/17.*	
10.	**AGENDA ITEM** COMPLAINTS, COMPLIMENTS & FREEDOM OF INFORMATION REQUESTS 1 APRIL TO 30 SEPTEMBER 2016	
	DECISION: *Members noted the complaints and FOI requests as detailed in the report.*	
11.	**AGENDA ITEM** COMMITTEE WORK PROGRAMME	
	DECISION: *Members considered and approved the updated work programme.*	

DATED: Friday 2nd December 2016

Chief Executive

1   Although it is not necessary to use a prescribed form, copies are available from the Chief Executive.

2   NOTE – this gives an outline of the committee decision for call-in purposes but it does not necessarily reflect the final wording for minute purposes.

3   Insert both the agenda item number and its heading.