

Work Plan for 2011/12 – Finance and Management Committee

Work Programme Area	Date of committee meetings	Anticipated completion date	Submitted to Council target date	Contact Officer
Performance Management – Final Report 2010/11	23 June 2011	May 2011	Delegated	David Clamp (595729)
Equality & Fairness Scheme – Annual Report 2010/11	23 June 2011	May 2011	Delegated	David Clamp (595729)
Communications Annual Report 2010/11	23 June 2011	May 2011	Delegated	David Clamp (595729)
Annual Training and Development Report 2010/11	23 June 2011	May 2011	Delegated	David Clamp (595729)
Consultation Annual Report 2010/11	23 June 2011	May 2011	Delegated	David Clamp (595729)
Health and Safety Annual Report 2010/11	23 June 2011	May 2011	Delegated	David Clamp (595729)
Service Plans 2011/12	23 June 2011	May 2011	Delegated	Kevin Stackhouse (595811)
Comments, Compliments, Complaints and FOI Requests, October 2010 to March 2011	23 June 2011	May 2011	Delegated	Kevin Stackhouse (595811)
Use of proceeds from the Sale of Housing Assets (53 Midland Road and Peniston Rise, Melbourne)	23 June 2011	May 2011	Delegated	Kevin Stackhouse (595811)

Work Programme Area	Date of committee meetings	Anticipated completion date	Submitted to Council target date	Contact Officer
HRA Business Plan and Self Financing – Treasury Management and Accounting Implications	30 June 2011	May 2011	Delegated	Kevin Stackhouse (595811)
Treasury Management Annual Report 2010/11	30 June 2011	May 2011	Delegated	Kevin Stackhouse (595811)
Budget Out-turn and Final Accounts 2010/11	30 June 2011	May 2011	Delegated	Kevin Stackhouse (595811)
Mortgage Interest Rate (to be reviewed)	8 September 2011	August 2011	Delegated	Kevin Stackhouse (595811)
Performance Management 2011/12 – 1 st Quarter to June 2011	8 September 2011	August 2011	Delegated	David Clamp (595729)
Budget and Financial Monitoring 2011/12 – 1 st Quarter to June 2011	8 September 2011	August 2011	Delegated	Kevin Stackhouse (595811)
Business Continuity Update	8 September 2011	August 2011	Delegated	Nigel Glossop (595703)
ICT Strategy 2011 to 2014	23 June 2011	May 2011	Delegated	Nigel Glossop (595703)
Review of Workforce Development Strategy	8 September 2011	August 2011	Delegated	David Clamp (595729)

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Corporate Services Strategic Partnership – Annual Report 2010/11	20 October 2011	September 2011	Delegated	Kevin Stackhouse (595811)
Review of the Medium term Financial Strategy and Spending Plans	20 October 2011	September 2011	Delegated	Kevin Stackhouse (595811)
HRA Self-financing – Updated Review and Financial Plan	20 October 2011	September 2011	Delegated	Kevin Stackhouse (595811)
Performance Management 2011/12 – 2 nd Quarter to September 2011	1 December 2011	November 2011	Delegated	David Clamp (595729)
Budget and Financial Monitoring 2011/12 – 2 nd Quarter to September 2011	1 December 2011	November 2011	Delegated	Kevin Stackhouse (595811)
Comments, Compliments, Complaints and FOI Requests – April – September 2011	1 December 2011	November 2011	Delegated	Kevin Stackhouse (595811)
FOI Publication Scheme (Note: Every three years or at major reorganisation)	1 December 2011	November 2011	Delegated	Kevin Stackhouse (595811)
Service Base Budgets 2012/13	12 January 2012	December 2011	Delegated	Kevin Stackhouse (595811)

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Budget Report 2012/12 (incorporating Consolidated Budget Proposals and Financial Plan to 2017)	12 January 2012	December 2011	Delegated	Kevin Stackhouse (595811)
Consultation on the Council's Proposed Budget 2012/13 and Spending Plans to 2017	23 January 2012	December 2011	Delegated	Kevin Stackhouse (595811)
Asset Management Plan 2012 to 2017	14 February 2012	January 2012	Delegated	Kevin Stackhouse (595811)
Treasury Management Strategy 2012/13	14 February 2012	January 2012	Delegated	Kevin Stackhouse (595811)
Final Budget Proposals 2012/13 and Financial Plan to 2017	14 February 2012	January 2012	Delegated	Kevin Stackhouse (595811)
Performance Management 2011/12 3 rd Quarter to December 2011	14 February 2012	January 2012	Delegated	David Clamp (595729)
Budget and Financial Monitoring 2011/12 – 3 rd Quarter to December 2011	14 February 2012	January 2012	Delegated	Kevin Stackhouse (595811)
Mortgage Interest Rate	15 March 2012	February 2012	Delegated	Kevin Stackhouse (595811)

Work Programme Area	Date of committee meetings	Anticipated completion date	Submitted to Council target date	Contact Officer
Annual Business Improvement and Procurement Review	15 March 2012	February 2012	Delegated	Jessica Horton (228726)
Access to Services Strategy	15 March 2012	February 2012	Delegated	David Clamp (595729)
Corporate Plan – Priorities for 2012/13	15 March 2012	February 2012	Delegated	David Clamp (595729)
Provisional Budget Out-turn 2011/12	26 April 2012	March 2012	Delegated	Kevin Stackhouse (595811)

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