

Finance Committee – Outstanding Actions

Item	Date	Item and Action	Officer responsible	To be completed/ progressed to next stage	Progress Update
1.	20 Sept 2016, Item 8	<u>Efficiency Plan</u> Further internal documents setting out in further detail how the Corporation will seek to secure efficiency savings to be submitted to the Efficiency and Performance Sub-Committee.	Chamberlain	January 2017	Reports will be submitted to the Sub-Committee in January 2017.
2.	20 Sept 2016, Item 9	<u>Presentation of Management Accounts</u> The Chamberlain to adjust the presentation of Management Accounts to Committees from the start of the new Financial Year.	Chamberlain	April 2017	No update.
3.	19 July 2016, Item 6	<u>Triennial Valuation of Pension Fund</u> Clare James to serve as Lead Member for the Triennial Valuation of the Pension Fund. Any Members wishing to assist Ms James with the evaluation of the Triennial Valuation of the Pension Fund, prior to recommendations being brought before the Committee, to contact her directly.	Chamberlain	November 2016	A further meeting with the actuary will be scheduled in November 2016.

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4.	19 July 2016, Item 7	<u>Review of Sub-Committees</u> a) Police Committee is requested to create a Special Interest Area (SIA) for Information Technology, with the Member appointed to that SIA being a Member of the IT Sub-Committee. b) Policy and Resources Committee is requested to consider an amendment to the Projects Procedure to provide Corporate Asset Sub-Committee with a strategic role in the Projects Procedure for operational property projects. c) Investment Committee is requested to consider an amendment to its Terms of Reference (and subsequently to Standing Orders) to allow Corporate Asset Sub-Committee to be responsible for the disposal of surplus operational properties which are not suitable as investment properties	Town Clerk	September 2016	a) Resolution was submitted to the meeting of Police Committee on 22 September 2016. That Committee appointed Doug Barrow as the SIA for IT and Deputy Barrow is now a Member of IT Sub-Committee. b) Resolution will be submitted to Projects Sub-Committee on 23 November 2016 and to Policy and Resources Committee on 15 December 2016 c) Resolution will be submitted to Property Investment Board on 11 November 2016 and to Investment Committee on 18 January 2017. Following consideration by these Committees, this resolution would also need to be passed to the Policy and Resources Committee and Court of Common Council.
5.	19 July 2016, Item 13	<u>IT Service Provision</u> A report to be submitted to the next meeting regarding the budget pressure in relation to the Police and Corporation IT services.	Chamberlain	October 2016	Report is included in non-public part of agenda.

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6.	19 July 2016, Item 15	<u>Information Security</u> A report to be submitted during the autumn regarding proposals to develop the Corporation's Information Security Systems.	Chamberlain	November 2016	Report will be submitted in November 2016.
7.	a) 22 September 2015, Item 9 b) 7 June 2016, Item 13	<u>Purchasing Card Policy</u> a) The Purchasing Card (P-Card) Policy to be reviewed on an annual basis. b) The Committee to be provided with information regarding the holders of P-Cards with a credit level of over £5,000.	Head of City Procurement	October 2016	a) Report is included within agenda. b) Further analysis is being undertaken in relation to this and a report will be submitted to the Committee by the end of 2016.