

Finance Committee – Outstanding Actions

Item	Date	Item and Action	Officer responsible	To be completed/ progressed to next stage	Progress Update
1	6 June 2017, item 14	<p><u>Departments being charged for their use of the Comptroller's Department's services</u></p> <p>The Chairman asked for a report to the Committee during Autumn 2017, setting out proposals for an internal charging mechanism for legal services, for implementation in 2018/19, and potentially for other centrally provided services.</p>	Chamberlain and Comptroller and City Solicitor	Autumn 2017	
2	6 th June 2017, item 13	<p><u>Charities Pool Risk Register</u></p> <p>The Deputy Chairman asked that, in future reports, this be submitted in the Covalent format.</p>	Chamberlain	Ongoing	
3	6 th June 2017, item 9	<p><u>Provisional outturn 2016/17</u></p> <p>Members agreed that a report on the outcomes of the requests for carry-forwards and the in-year budget increase requests from 2016/17 should be submitted to the Committee for information.</p> <p>The Chamberlain confirmed that, for future reports such as this, positive variances would be indicated as positives in the report.</p>	Chamberlain	Ongoing	

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4	6 th June 2017, Item 11	<u>Agilisys' Apprenticeship Roles</u> The Chamberlain explained that around 50% of this target had been reached. The Committee agreed that a report on this matter should be submitted to the IT Sub-Committee.	Chamberlain	IT Sub Committee next meets on 18 September 2017.	
5	2 May 2017, Item 12	<u>Members' IT Issues</u> The Deputy Chairman requested that Members copy him into correspondence with the VIP Support team regarding IT issues.	All Members	Ongoing	Ongoing.
6	2 May 2017, Item 16	<u>Central London Forward CESI Programme</u> Members asked for further information regarding the risk in relation to the loss of ESF Funding for the Central London Forward CESI Programme.	Chamberlain	July 2017	At the time of publishing the agenda, this issue is still being discussed with the Greater London Authority. A report is expected to be submitted to the Committee's September 2017 meeting.

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7	31 Jan 2017, Item 9	<u>Electoral Services Team Budget</u> The Town Clerk to provide information of the outturn position of the Electoral Services Team budget.	Town Clerk	June 2017	2016/17 was a particularly busy period for the Electoral Services Team. The EU referendum, GLA election and a full round of Ward elections were all successfully conducted. The resources of the team were enhanced during this period to ensure all of the necessary detailed preparation work was completed and the Elections team had sufficient resilience over the period of the Ward elections. This had a consequential effect on the Central Risk budget provided for running elections, which was exceeded in this financial year. This has highlighted that the resources available for this key function need to be reviewed.
8	31 Jan 2017, Item 12	<u>Corporate Purchase Cards</u> A report to be provided in one year's time to provide an update on progress with reducing the number of rarely-used Purchase Cards and in reducing the use of purchase cards for expenses.	Chamberlain	January 2018	A report will be provided in January 2018.
9	31 Jan 2017, Item 16	<u>Disaster Relief Donations</u> Members requested to be provided with updates regarding disaster relief donations which have been agreed by the Committee.	Town Clerk	Ongoing	When updates are received, they will be circulated alongside the agenda for the Committee's next meeting.

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10	13 Dec 2016, Item 14	<u>Members Financial Loss Allowance Scheme</u> Members commented that it may be appropriate to review the Scheme after the Common Council elections, to ensure that it remains fit for purpose.	Town Clerk	June 2017	This was considered as part of a wider discussion on the remuneration of Members at a recent informal meeting of the Resource Allocation Sub-Committee. Subject to the approval of the Policy Committee, it was proposed that a questionnaire on remuneration be circulated to all Members to ascertain their views. It will include a question on whether the Financial Loss Scheme is currently considered fit for purpose. The results of the questionnaire will form the basis of discussion at a series of informal meetings of the Court later in the year.
11.	13 Dec 2016, Item 15	<u>Christmas donations</u> A report to be submitted to explain how it will be possible to make such grants in future years.	Chief Grants Officer	July 2017	A report on this issue was considered by the Finance Grants Oversight and Performance Sub-Committee in February 2017. A further report will be considered at the Sub-Committee's next meeting.
12	15 Nov 2016, Item 9	<u>Financial Statements</u> The Chamberlain to review whether it is advisable to include more information in relation to operational risk within the Financial Statements.	Deputy Chamberlain	June 2017	This will be considered as part of the development of the Financial Statements for the City Fund Accounts for 2016/17.

