

**FINANCE & ASSETS COMMITTEE**  
**ANNUAL AGENDA PLAN**

**AGENDA ITEM NO 23**

**LEAD OFFICER(S): Emma Grima, Director Commercial**

**DEMOCRATIC SERVICES OFFICER:**

Meeting on:			Meeting on: Monday 25 January 2021 4.30pm			Meeting on: Thursday, 25 <sup>th</sup> March 2021 4.30pm								
Agenda Planning meeting:			Agenda Planning meeting:			Agenda Planning meeting:								
Pre-meeting briefing:			Pre-meeting briefing:			Pre-meeting briefing:								
Deadline for reports/dispatch:			Deadline for reports/dispatch:		4pm Wednesday 13 January 2021	Deadline for reports/dispatch:		Monday 15 March 2021	Wednesday 17 March 2021					
			<ul style="list-style-type: none"> <li>Chairman's Announcements</li> <li>2021/22 Annual Treasury Mngt Strategy MRP &amp; AIS</li> <li>External Audit Annual Certification Report</li> <li>Revenue Budget 2021-22</li> <li>On-Street Parking Enforcement</li> <li>Equalities Policy</li> <li>ECTC Business Plan 2021/22</li> <li>Finance Report</li> <li>Covid 19 WP Notes</li> <li>Bus Services WP Notes</li> <li>ARP Minutes – 8/12/20</li> <li><i>Actions taken by the Chief Executive on the Grounds of Urgency (if any)</i></li> <li><i>Write Off of Unrecoverable Debt</i></li> <li>Assets Update</li> <li>CIL/S106 Income and Expenditure Update</li> </ul>			Finance Manager & S151 Officer External Audit  Finance Manager & S151 Officer Dir Operations  HR Manager  Dir Commercial  Finance Manager & S151 Officer DSO DSO Dir Commercial  DSO  Finance Manager & S151 Officer Open Spaces & Facilities Manager  Dir Commercial			<ul style="list-style-type: none"> <li>Chairman's Announcements</li> <li>Internal Audit Charter &amp; Work Plan 2021/22</li> <li><i>Action taken by the Chief Executive on the Grounds of Urgency (if any)</i></li> <li><i>Write Off of Unrecoverable Debt</i></li> <li>Assets Update</li> <li>Forward Agenda Plan</li> <li>ECTC Management Accounts [EXEMPT]</li> <li><i>Appointments, Transfers, Resignations [EXEMPT]</i></li> </ul>			Internal Audit  DSO  <i>Finance Manager &amp; S151 Officer</i> Open Spaces & Facilities Manager  DSO  ECTC Finance Manager  HR Manager		

[Notes: 1. Agenda items which are likely to be “urgent” and therefore not subject to call-in are marked \*  
 2. Agenda items in italics are provisional items/possible items for future meetings]

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**ANNUAL AGENDA PLAN**

**LEAD OFFICER(S): Emma Grima, Director Commercial**

**DEMOCRATIC SERVICES OFFICER:**

			Meeting on: Monday 25 January 2021 4.30pm [continued]			Meeting on: Thursday, 25 March 2021 4.30pm [continued]				
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Pre-meeting briefing:			Pre-meeting briefing:			Pre-meeting briefing:				
Deadline for reports/dispatch:			Deadline for reports/dispatch:			Deadline for reports/dispatch:				
				4pm Wednesday 13 January 2021	Friday 15 January 2021		Monday 15 March 2021	Wednesday 17 March 2021		
•			<ul style="list-style-type: none"> <li>• <i>Climate Change SPD – for Adoption ??? (subject to consultation closing date)</i></li> <li>• Forward Agenda Plan</li> <li>• ECTC Management Accounts [EXEMPT]</li> <li>• Appointments, Transfers, Resignations [EXEMPT]</li> </ul>			<i>Strat Planning Mnger</i>  DSO ECTC Finance Manager  HR Manager				

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