

**RESOURCES & FINANCE COMMITTEE**

**ANNUAL AGENDA PLAN**

**LEAD OFFICER(S): John Hill, Chief Executive**

**DEMOCRATIC SERVICES OFFICER: Tracy Couper**

Meeting on: Monday 28 January 2019 4.30pm			Meeting on: Thursday 28 March 2019 4.30pm			Meeting on:		
Agenda Planning meeting:			Agenda Planning meeting:			Agenda Planning meeting:		
Pre-meeting briefing:			Pre-meeting briefing:			Pre-meeting briefing:		
Deadline for reports/dispatch:	4pm Wednesday 16 January 2019	Friday 18 January 2019	Deadline for reports/dispatch:	4pm Monday 18 March 2019	Wednesday 20 March 2019	Deadline for reports/dispatch:		
<ul style="list-style-type: none"><li>Chairman's Announcements</li><li>External Audit – Annual Certification Report</li><li>External Audit Annual Audit and Inspection Plan</li><li>Medium Term Financial Strategy, Revenue Budget and Capital Programme 2019/20</li><li>Annual Treasury Management Strategy/MRP/AIS</li><li>Corporate Risk Register Update</li><li>Finance Report</li><li>Review of Constitution - Financial Regulations and Finance Procedure Rules</li><li>ARP Joint Committee Minutes</li><li>Action taken by the Chief Executive on the Grounds of Urgency (if any)</li><li>Forward Agenda Plan</li></ul>	Chair External Audit  External Audit  Fin Mnger & S151 Officer  Fin Mnger & S151 Officer Internal Audit Fin Mnger & S151 Officer Fin Mnger & S151 Officer Dir Commercial  DSM  DSM		<ul style="list-style-type: none"><li>Chairman's Announcements</li><li>External Audit Progress Report</li><li>External Audit Local Govt Sector Briefing &amp; Finance Manager's Response</li><li>End of Year Reports &amp; Draft Service Delivery Plans</li><li>Internal Audit Charter and Work Plan 2019/20</li><li>Internal Audit Progress Report</li><li>Customer Services Resourcing Issues???</li><li>ARP Joint Committee Minutes</li><li>Action taken by the Chief Executive on the Grounds of Urgency (if any)</li><li>Forward Agenda Plan</li><li>Appointments, Transfers, Resignations [EXEMPT]</li><li></li></ul>	Chair External Audit External Audit /Fin Manager  Perf Mnge Officer  Internal Audit  Internal Audit Customer Services Manager Dir Commercial  DSM  DSM  HR Manager	<ul style="list-style-type: none"><li></li></ul>			

[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]

[UPDATED: 16/01/19]

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