## TRANSFORMATION PROGRAMME SUB-COMMITTEE

AGENDA ITEM NO. 11 Lead Officer: Richard Quayle, Director, Support Services

## **ANNUAL AGENDA PLAN**

Democratic Services Officer: Adrian Scaites-Stokes

Meeting on: 14 <sup>th</sup> March 2 10:00am	2016		12 <sup>th</sup> May 2016 10:00am		Meeting on:	Meeting on: July 2016 [TBC] 10:00am	
Agenda Planning None meeting*:		Agenda Planning None meeting*:		Agenda Planning ? meeting*:			
Deadline for reports 6 <sup>th</sup> March 2016		Deadline for reports 29 <sup>th</sup> April 2016			Deadline for reports 29 <sup>th</sup> April 2016		
<ul> <li>Forward Agenda Plan</li> <li>Highlight Report</li> <li>Approval of Programme/Project Outputs</li> <li>Issues and Risks Report</li> <li>IT Infrastructure Review</li> </ul>	AS-S H Thornton R Quayle H Thornton R Quayle	<ul> <li>Forward Agenda P</li> <li>Highlight Report</li> <li>Approval of Programme/Project</li> <li>Issues and Risks R</li> </ul>	t Outputs	AS-S H Thornton R Quayle H Thornton	<ul> <li>Forward Agence</li> <li>Highlight Report</li> <li>Approval of Product Outputs</li> <li>Issues and Risk</li> </ul>	t gramme/Project	AS-S H Thornton R Quayle H Thornton

## TRANSFORMATION PROGRAMME SUB-COMMITTEE

AGENDA ITEM NO. 11 Lead Officer: Richard Quayle, Director, Support Services

## **ANNUAL AGENDA PLAN**

Democratic Services Officer: Adrian Scaites-Stokes

Meeting on: September 2016 [TBC]		Meeting on:	on: November 2016 [TBC]		Meeting on: January 2		017 [TBC]
Agenda Planning Meeting*:		Agenda Planning meeting*:	?		Agenda Planning meeting*:	?	
Deadline for reports TBA		Deadline for reports TBA			Deadline for reports TBA		
Forward Agenda Plan	AS-S	Forward Agenda P	lan	AS-S	Forward Agenda Plar	n	AS-S
Highlight Report	H Thornton	Highlight Report		H Thornton	Highlight Report		H Thornton
Approval of Programme/Project     R Quayle     Outputs		<ul> <li>Approval of Programme/Project Outputs</li> </ul>		R Quayle	Approval of Programme/Project     Outputs		R Quayle
Issues and Risks Report	H Thornton	<ul> <li>Issues and Risks Report</li> </ul>		H Thornton	Issues and Risks Report		H Thornton