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<b>REPORT TO:</b>	<b>FINANCE AND MANAGEMENT COMMITTEE</b>	<b>AGENDA ITEM:</b> 9
<b>DATE OF MEETING:</b>	<b>28th APRIL 2005</b>	<b>CATEGORY:</b> <b>RECOMMENDED</b>
<b>REPORT FROM:</b>	<b>DIRECTOR OF CORPORATE SERVICES</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>KEVIN STACKHOUSE (595811)</b>	<b>DOC:</b> u/ks/service plan/covering report
<b>SUBJECT:</b>	<b>FINANCE and PROPERTY SERVICES DIVISION – SERVICE PLAN 2005 To 2008</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE:</b> FM

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### **1.0 Recommendations**

1.1 That the proposed plan for Finance and Property Services for 2005 to 2008 is approved.

### **2.0 Purpose of Report**

2.1 To provide details of the proposed forward plan, policy and future development of the Finance and Property Services Division. This is in accordance with the Council's service planning framework.

### **3.0 Detail**

3.1 The proposed service plan is appended to this report. It's format follows the standard template used for the Council's service plans.

3.2 The plan reflects the integration of the Finance and Property service functions of the Council following last year's Senior Management Restructure. It may need updating to reflect any further issues and factors arising from the Council's updated Corporate Plan when this is finalised.

3.3 The aim of the plan throughout each section is to focus on key issues. More detailed information surrounding individual issues may be found in other documents produced by the Division. For example:

- Treasury Management Policy Document and Strategy
- Internal Audit Plan
- Financial Strategy and Medium Term Spending Plan
- Asset Management Plan

3.4 These documents are regularly reported to this Committee in accordance with statutory timescales and provide greater detail on the main work areas of the Division.

**4.0 Financial Implications**

4.1 None Directly

**5.0 Corporate Implications**

5.1 None Directly

**6.0 Community Implications**

6.1 None Directly

**7.0 Background Papers**

7.1 None