

7 Annex

South Derbyshire District Council
 Finance & Management Committee
 Work Programme 2006/7

Item	Responsible Officer	Reference	Date due to Committee	Decision (Minute Reference)	Completed
• Work Programme for F & M Committee 2006/07	Chair of Finance and Management	FM 00	22 nd June 2006		
• Final Budget Out-turn 2005/06	Head of Finance and Property Services	FM 08	22 nd June 2006		
• Treasury Management Annual Report 2005/06	Head of Finance and Property Services	FM 08	22 nd June 2006		
• Statement of Internal Control 2005/06	Head of Finance and Property Services	FM 08	22 nd June 2006		
• Review of Service Standards	Head of IT and Customer Services	FM 11	22 nd June 2006		
• Annual Performance/ Service Plan Reports 2005/06	DCS/DCE/CE	FM 08	22 nd June 2006		
• Efficiency Statement 2005/06	Head of Finance and Property Services	FM 08	22 nd June 2006		

Item	Responsible Officer	Reference	Date due to Committee	Decision (Minute Reference)	Completed
• Complaints Report (Half year to 31/03/06)	Head of IT and Customer Services	FM 11	22 nd June 2006		
• Customer First Update	Head of IT and Customer Services	FM 11	22 nd June 2006		
• Revised Scheme of Delegation	Chief Executive	FM 03	22 nd June 2006		
• Revenues and Benefits IT System (update)	Head of Revenues	FM 12	22 nd June 2006		
• Members IT Services	Principal Democratic Services Officer	FM 10	27 th July 2006		
• MTFP - Mid-Year Review	Head of Finance and Property Services	FM 08	27 th July 2006		
Budget Timetable 2007/08	Head of Finance and Property Services	FM 00	27 th July 2006		

Item	Responsible Officer	Reference	Date due to Committee	Decision (Minute Reference)	Completed
<ul style="list-style-type: none"> Customer First Update 	Head of IT and Customer Services	FM 11	27 th July 2006		
<ul style="list-style-type: none"> Performance Reports 2006/07 (Quarter 1) 	CE/DCE/DCS	FM 08	27 th July 2006		
<ul style="list-style-type: none"> Review of Agency Workers Contract 	Head of Human Resources	FM 05	27 th July 2006		
<ul style="list-style-type: none"> Corporate Training Plan 	Head of Human Resources	FM 05	27 th July 2006		
<ul style="list-style-type: none"> Annual Statement of Accounts 2005/06 	Head of Finance and Property Services	FM 08	29 th June 2006 (Special)		

Item	Responsible Officer	Reference	Date due to Committee	Decision (Minute Reference)	Completed
<ul style="list-style-type: none"> Budget Monitoring Report 2006/07 (Quarter 1) 	Head of Finance and Property Services	FM 08	7 th September 2006		
<ul style="list-style-type: none"> Risk Management Monitoring Report 	Head of Finance and Property Services	FM 08	7 th September 2006		
<ul style="list-style-type: none"> Policy for complying with Age Legislation 	Head of Human Resources	FM 05	7 th September 2006		
<ul style="list-style-type: none"> Review of Financial Strategy 	Head of Finance and Property Services	FM 08	19 th October 2006		
<ul style="list-style-type: none"> Review of Capital Investment Strategy 	Head of Finance and Property Services	FM 08	19 th October 2006		
<ul style="list-style-type: none"> Review of Asset Management Plan and Asset Disposals 	Head of Finance and Property Services	FM 08	19 th October 2006		
<ul style="list-style-type: none"> Benefit Fraud 	Head of Revenues	FM 08	19 th October 2006		

Item	Responsible Officer	Reference	Date due to Committee	Decision (Minute Reference)	Completed
• Budget Monitoring Report 2006/07 (Quarter 2)	Head of Finance and Property Services	FM 08	30 th November 2006		
• Risk Management Monitoring	Head of Finance and Property Services	FM 08	30 th November 2006		
• Performance Reports (2 nd Quarter 2006/07)	CE/DCE/DCS	FM 08	30 th November 2006		
• Complaints Report (Half year to 30/09/06)	Head of IT and Customer Services	FM 11	30 th November 2008		
• Pay and Grading Review	Head of Human Resources	FM 05	30 th November 2008		
• Budget Report (to all Policy Committees)	Head of Finance and Property Services	FM 08	18 th January 2007 (Special Budget)		
• Consolidated Budget Proposals 2007/08 and MTFP	Head of Finance and Property Services	FM 08	18 th January 2007 (Special Budget)		
• Council Tax Base 2007/08	Head of Finance and Property Services	FM 08	18 th January 2007 (Special Budget)		

Item	Responsible Officer	Reference	Date due to Committee	Decision (Minute Reference)	Completed
<ul style="list-style-type: none"> Collection Fund Balance 2006/07 	Head of Finance and Property Services	FM 08	18 th January 2007 (Special Budget)		
<ul style="list-style-type: none"> Budget Consultation 	Head of Finance and Property Services	FM 08	18 th January 2007 (Special Budget)		
<ul style="list-style-type: none"> Final Consolidated Budget and Spending Plans for 2007 to 2010 	Head of Finance and Property Services	FM 08	20 th February 2007		
<ul style="list-style-type: none"> Treasury Management Strategy 2007/08 	Head of Finance and Property Services	FM 08	20 th February 2007		
<ul style="list-style-type: none"> Budget Monitoring Report 2006/07 (Quarter 3) / Estimated Out-turn 	Head of Finance and Property Services	FM 08	20 th February 2007		
<ul style="list-style-type: none"> Risk Management Monitoring Report 	Head of Finance and Property Services	FM 08	20 th February 2007		
<ul style="list-style-type: none"> Performance Reports (3rd Quarter) 	CE/DCE/DCS	FM 08	20 th February 2007		