

Policy and Resources Committee Workplan 2014-15

February 2015: This is an outline plan to facilitate forward planning of reports to the P&R Committee.					
Committee Date	Report Description	Lead Service	Regularity of occurrence/ consideration	Date for Reports to Committee Services	Additional Comment
5 Feb 2015					
	Financial Reports Monitoring Pack - <ul style="list-style-type: none"> • Revenue Budget Monitoring Report as at 31 December 2014 • Monitoring of 1% Efficiency Savings for 2014-15 and 2015-16 • Update to 2015-16 Budget as at 31 December • Monitoring of Financial Risks • Reserves and Balances • Capital Plan Monitoring Report as at 31 December • Treasury Monitoring Report as at 31 December 	Strategic Finance	Every meeting	6 January 2015	
	Service Plans 2015/16	Improvement and HR	Annual	6 January 2015	All previously approved service plans
	Strategic Risk Register update	Strategic Finance	6 monthly		
	Corporate Asset Management Plan Service Asset Management Plan	Facility Services	Annual		Timed to align with the related budget and capital planning processes
	Treasury and Investment Strategy Review	Strategic Finance	Annual	6 January 2015	
	Review of the Argyll and Bute Guidance on Community Benefits from Onshore Renewable Energy	Development and Infrastructure		6 January 2015	

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	Digital Infrastructure Update	Development and Infrastructure		6 January 2015	
	Audit Scotland/Accounts Commission Action Plan Update	Customer Services			
	Review of All Weather Pitch Charges	Community Services			
	Lorn Arc Project	Development & Infrastructure			
	2015 – 2016 Budget Pack	Strategic Finance	Annual		
19 March 2015					
	Financial Reports Monitoring Pack - <ul style="list-style-type: none"> • Revenue Budget Monitoring Report as at 31 January 2015 • Monitoring of 1% Efficiency Savings for 2014-15 and 2015-16 • Update to 2015-16 Budget as at 31 January 2015 • Monitoring of Financial Risks • Reserves and Balances • Capital Plan Monitoring Report as at 31 January 2015 • Treasury Monitoring Report as at 31 January 2015 	Strategic Finance	Every meeting	17 February 2015	

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Future Items – date to be determined					
	Café Pavement Licences	Development and Infrastructure	Annual		Recommended approval to Council on 26 June - To come back for review after first year of implementation in May 2015.
	CHORD Progress Update	Development and Infrastructure Services	Quarterly		Agreed to request quarterly updates at P&R on 21 August
	ABC Schools Limited - Change of Control	Special Projects	Occasional		
	IHR Policies: <ul style="list-style-type: none"> • Recruitment and Selection Policy • Maximising Attendance Policy • Redundancy Policy • Improving Employee Performance Policy 	Improvement and HR	Occasional		
	Discretionary Housing Payments Policy	Customer Services			P&R Committee August 2014 noted that a further paper would be brought forward in respect of 2015-16 and beyond once the funding position in relation to those years is known.
	Council Tax Empty Property Relief	Customer and Support Services	Annual		
	NPDO Schools Project Annual Update	Special Projects	Annual		Report after March 2015 to allow a full year outturn to be reported

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	SOA Annual Report	Community Services	Annual – Aug/Sept		
	2015 – 2019 Customer Service Strategy	Customer Services			
	Information Management Strategy	Customer Services			