

Policy and Resources Committee Workplan 2014-15

December 2014: This is an outline plan to facilitate forward planning of reports to the P&R Committee.					
Committee Date	Report Description	Lead Service/ Officer	Regularity of occurrence/ consideration	Date for Reports to Committee Services	Additional Comment
18 December 2014					
	Financial Reports Monitoring Pack - <ul style="list-style-type: none"> • Revenue Budget Monitoring Report as at 31 October 2014 • Monitoring of 1% Savings for 2014-15 • Update to 2015-16 Budget as at 31 October 2014 • Monitoring of Financial Risks • Reserves and Balances • Capital Plan Monitoring Report as at 31 October 2014 • Treasury Monitoring Report as at 31 October 2014 	Strategic Finance	Every meeting		
	Cash Flow Support Loans	Strategic Finance	6 Monthly		Agreed to provide 6 monthly reports at Council 23 January 2014
	Delivery of the Single Outcome Agreement	Strategic Finance			
	CHORD Programme and Major Capital Regeneration Projects.	Development and Infrastructure Services	Quarterly		Agreed to request quarterly updates at P&R on 21 August
	Financial Quarter Performance Scorecard Scrutiny	Customer Services – Jane Fowler	Quarterly		
	Service Plans 2015/16: Customer Services & Strategic Finance	Customer Services – Jane Fowler	Annual		

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	Dunclutha Children's Home – Outline Business Case	Community Services			
	Provision of P1 to P3 Free School Meals – Funding Update	Community Services			
	New Schools redevelopment – Project Update	Customer Services/Community Services			
	Area Community Planning Group Review – Revised terms of Reference	Area Governance			
	Equality Outcomes	Customer Services – Jane Fowler			
	Social Media Policy	Customer Services – Jane Fowler			
	Further potential investment opportunity in the Council's school estate	Community Services/Customer Services			
	Governance of Council Harbours throughout Argyll and Bute	Development & Infrastructure Services			
	Castle Toward	Community/Customer/EDI Services			
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 	Strategic Finance – Bruce West	Every meeting	6 January 2014	

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	<ul style="list-style-type: none"> • 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 				
	Service Plans 2015/16	Improvement and HR - Jane Fowler	Annual	6 January 2014	All previously approved service plans
	SOA Annual Report	Community Services – Donald MacVicar	Annual	6 January 2014	
	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
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 	Strategic Finance	Every meeting	17 February 2015	

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	<ul style="list-style-type: none"> Treasury Monitoring Report as at 31 January 2015 				
	Treasury and Investment strategy review	Strategic Finance	Annual	17 February 2015	
Future Items – date to be determined					
	Café Pavement Licences	Development and Infrastructure – Jim Smith	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 – Helen Ford	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 – Judy Orr			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	Annual		

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		Support Services – Judy Orr			
	Revision of Council Health and Safety policy	Improvement and HR	Annual		Requires to be reviewed on an annual basis – last reviewed August 2012.
	NPDO Schools Project Annual Update	Special Projects	Annual		Report after March 2015 to allow a full year outturn to be reported