

**FINANCE AND RESOURCES: Overview & Scrutiny Committees: Work Programmes 2013/14**

| <b>Date:</b>            | <b>Report Deadline</b>   | <b>Items:</b>   | <b>Type:</b> | <b>Contact details:</b>   | <b>Background information</b> |
|-------------------------|--------------------------|---|--------------|---|-------------------------------|
| <b>2 July 2013</b>      | <b>19 June 2013</b>      | Shared and Outsourced Update Report – Customer Service Centre Gateway | SC           | J Milsom, Assistant Director Strategy & Transformation, Community & Organisation.   |                               |
| <b>3 September 2013</b> | <b>21 August 2013</b>    | Quarter 1 Risk Management Report 2013/2014                            | PM           | Linda Dargue, Insurance & Risk Manager  |                               |
|                         |                          | Quarter 1 Performance & Operational Risk Register Reports             | PM           | S Baker, Assistant Director – Legal, Democratic & Regulatory Services<br>J Milsom, Assistant Director - Performance, Improvement & Transformation<br>J Deane, Assistant Director, Finance & Resources |                               |
|                         |                          | Quarter 1 Forecast Financial Outturn Report 2013/14                   | PM           | J Deane, Assistant Director, Finance & Resources  |                               |
|                         |                          | Quarter 1 Licensing Report  | PM           | M Brookes, Group Manager – Legal Governance   |                               |
|                         |                          | Shared and Outsourced Update Report – Customer Service Centre Gateway | SC           | J Milsom, Assistant Director Strategy & Transformation, Community & Organisation.   |                               |
| <b>8 October 2013</b>   | <b>24 September 2013</b> | Community Infrastructure Levy   | PM           | Chris Taylor - Group Manager – Strategic Planning & Regeneration  |                               |

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|                        |                         | Shared and Outsourced Update Report – Customer Service Centre Gateway | SC | J Milsom, Assistant Director Strategy & Transformation, Community & Organisation.   |  |
| <b>5 November 2013</b> | <b>22 October 2013</b>  | Quarter 2 Risk Management Report 2013/14                              | PM | L Dargue, Insurance & Risk Manager  |  |
|                        |                         | Quarter 2 Performance & Operational Risk Register Reports             | PM | S Baker, Assistant Director – Legal, Democratic & Regulatory Services<br>J Milsom, Assistant Director - Performance, Improvement & Transformation<br>J Deane, Assistant Director, Finance & Resources |  |
|                        |                         | Quarter 2 Forecast Financial Outturn Report 2013/14                   | PM | J Deane, Assistant Director, Finance & Resources  |  |
|                        |                         | Quarter 2 Licensing Report  | PM | M Brookes, Group Manager – Legal Governance   |  |
|                        |                         | Shared and Outsourced Update Report – Customer Service Centre Gateway | SC | J Milsom, Assistant Director Strategy & Transformation, Community & Organisation.   |  |
| <b>7 January 2014</b>  | <b>17 December 2013</b> | Quarter 3 Risk Management Report 2013/14                              | PM | L Dargue, Insurance & Risk Manager  |  |
|                        |                         | Quarter 3 Performance & Operational Risk Register Reports.            | PM | S Baker, Assistant Director – Legal, Democratic & Regulatory Services<br>J Milsom, Assistant Director - Performance,  |  |

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|---------------------|-------------------------|---|----|---|--|
|                     |                         |   |    | Improvement & Transformation<br>J Deane, Assistant Director, Finance & Resources  |  |
|                     |                         | Quarter 3 Licensing Report  | PM | M Brookes, Group Manager – Legal Governance                                       |  |
|                     |                         | Shared and Outsourced Update Report – Customer Service Centre Gateway | SC | J Milsom, Assistant Director Strategy & Transformation, Community & Organisation. |  |
| <b>4 March 2014</b> | <b>20 February 2014</b> | Shared and Outsourced Update Report – Customer Service Centre Gateway | SC | J Milsom, Assistant Director Strategy & Transformation, Community & Organisation. |  |

**Future Items**

- Revenue & Benefit (Date unknown) - N Ellis

**PM- Performance management PD- Policy Development Sc- Scrutiny**