

Annex 1

Reports for Corporate Services EMAP - June 2007 - April 2008

	TITLE OF REPORT	RESPONSIBLE DIVISION/ REPORT AUTHOR	FIRST DEADLINE FOR REPORTS TO DIRECTOR & CHAIR OR EARLIEST DISTRIBUTION DATE	QCG/RMT	MT	EMAP	EBS	EXEC	COMMENTS
1	Resources Performance and Finance Outturn Report*	Business Management Sian Hansom	22/05/07	RMT 16/05/2007		Corporate EMAP 08/06/2007			Business Cycle
2	Future Agenda for Corporate Services EMAP*	Simon Wiles/ Tricia Pearce	22/05/07			Corporate EMAP 08/06/2007			Requested by Members.
3	Corporate Procurement Team: Workplan 07/08*	Audit & Risk Management David Walker	22/05/07			Corporate EMAP 08/06/2007			Business Cycle
4	Information Management Outturn Report*	Audit & Risk Management Robert Beane	22/05/07			Corporate EMAP 08/06/2007			Business Cycle
5	Corporate Procurement Strategy	Audit & Risk Management Liz Ackroyd/David Walker	28/04/07	RMT 02/05/2007	CMT 16/05/2007	Corporate EMAP 08/06/2007	EBS 19/06/2007	EXEC 26/06/2007	Deferred from November 2006 & March 2007 in consultation with Executive Member

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6	Procurement Guidance Manual for Practitioners*	Audit & Risk Management Liz Ackroyd/ David Walker	28/04/07	RMT 02/05/2007	CMT 16/05/2007	Corporate EMAP 08/06/2007	EBS 19/06/2007	EXEC 26/06/2007	Requested by Report Author
7	Condition Report & Short Term Options for Investment in the Guildhall	Property Services Neil Hindhaugh/ Elizabeth Ellis	07/07/08			Corporate EMAP 24/07/2007			Deferred from EMAP meeting of 31/10/2006 because of its cancellation. Deferred from EMAP meeting on 12/12/2006 - full survey due to be completed 23/01/2007. Deferred again on 20/03/2007 & 08/06/2007 because the full condition and structural survey being undertaken by the appointed consultants was not sufficiently complete to be worthy of presentation to Members at that time.
8	Treasury Management Annual Report and Prudential Indicators 2006/07	Finance Tom Wilkinson	07/07/08			Corporate EMAP 24/07/2007			Business Cycle
9	Audit & Risk Management Medium Term Business Plan 2007/08 - 09/10	Audit & Risk Management Liz Ackroyd/ David Walker	30/06/07	RMT 05/07/2007		Corporate EMAP 24/07/2007			Business Cycle
10	Directorate Training Programme - Final Proposals***	Audit & Risk Management Liz Ackroyd	14/07/07	RMT 19/07/2007		Corporate EMAP 11/09/2007			Requested by Report Author
11	Accounts Submitted for Write Off	Public Service Jenny Smithson	24/08/07			Corporate EMAP 11/09/2007			Business Cycle

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12	Resources First Performance & Financial Monitor*	Business Management Sian Hansom	24/08/07			Corporate EMAP 11/09/2007			Business Cycle
13	Review and Strategy for the Commercial Portfolio*	Property Services Philip Callow/ David Baren	12/08/07		CMT 22/08/2007	Corporate EMAP 11/09/2007	EBS 2/10/2007	EXEC 9/10/2007	Requested by Report Author
14	Strategic Risk Register - Annual Report and update on Risk Management Strategy	A&RM David Walker	12/08/07		CMT 22/08/2007	Corporate EMAP 11/09/2007	EBS 18/09/2007	EXEC 25/09/2007	Business Cycle
15	Annual Risk Management Report*	Audit & Risk Management David Walker	12/08/07		CMT 22/08/2007	Corporate EMAP 11/09/2007	EBS 18/09/2007	EXEC 25/09/2007	Business Cycle
16	FMS Project Update Report	Finance Tom Wilkinson	13/10/07			Corporate EMAP 30/10/2007			Requested by Report Author
17	Second Resources Finance and Performance Monitor	Sian Hansom/ Jon Pike	23/11/07			Corporate EMAP 11/12/2007			Business Cycle (To also include second Treasury Management Monitor)
18	Resources Departmental Strategy*	Simon Wiles	23/11/07			Corporate EMAP 11/12/2007			Requested by Report Author
19	Resources Service Plans, including Revenue & Capital Budget Proposals 2007/08 to 2009/10*	Sian Hansom/Patrick Looker	05/01/08			Corporate EMAP 22/01/2008			Business Cycle

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20	Accounts Submitted for Write Off	Public Service Jenny Smithson	01/03/08			Corporate EMAP 18/03/2008			Business Cycle
21	Resources Service Plans For Approval	Business Management Sian Hansom	01/03/08	RMT February 2008		Corporate EMAP 18/03/2008			Business Cycle