

**CITY OF YORK COUNCIL - RESOURCES FORWARD PLAN**

	<b>TITLE OF REPORT</b>	<b>RESPONSIBLE DIVISION/ REPORT AUTHOR</b>	<b>FOR DECISION/ INFORMATION</b>	<b>FIRST DEADLINE FOR REPORTS TO DIRECTOR &amp; CHAIR OR EARLIEST DISTRIBUTION DATE</b>	<b>RMT/QCG/CMT DATE</b>	<b>EMAP</b>	<b>EBS</b>	<b>EXEC</b>	<b>COMMENTS/ GENERATED BY</b>
1	Review of Information Policy Framework	Audit & Risk Management Robert Beane	As part of the Information Governance Strategy approved in December 2007 information sharing with other authorities and all policies have been reviewed including the Data Protection Policy which was out of date, an amended version is hereby presented for Members approval.	11/05/08	CMT 21/05/2008		EBS 27/05/2008	EXEC 03/06/2008	Report at the Request of Members
2	Purchase of land for Use as a Composting Area	Property Services Paul Fox	Yorwaste have negotiated with a local landowner to purchase 30 acres of land, subject to planning approval, for use as a composting area in association with the waste disposal site at Harewood Whin. Planners have recommended approval and it will be decided at Planning Committee on 28 February.  Should the Planning Permission be Granted it would be economically advantageous for the Council to purchase the land and lease it to Yorwaste. However, Yorwaste are also looking into purchasing the land themselves.		QCG 14/05/2008		EBS 27/05/2008	EXEC 03/06/2008	Report at the Request of the Author

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3	Insurance Outturn Report	Audit & Risk Management Quarterly Monitoring Report David Walker	To provide information on the progress in delivering an efficient and effective insurance service to the Council including details on the performance of the Insurance Funds	<b>25/05/08</b>		EMAP 10/06/2008			Business Cycle
4	Procurement Outturn Report	Audit & Risk Management Quarterly Monitoring Report David Walker	To provide information on the progress made in delivering an effective and efficient procurement service to the Council including details on performance and corporate procurement savings	<b>25/05/08</b>		EMAP 10/06/2008			Business Cycle
5	Information Management & Governance Outturn Report	Audit & Risk Management Quarterly Monitoring Report Robert Beane	To provide information on the progress made in Information Management & Governance	<b>25/05/08</b>		EMAP 10/06/2008			Business Cycle
6	Progress Report on Shared Audit Service	Audit & Risk Management Max Thomas	To provide Members with an update on the progress of the Shared Audit Services with North Yorkshire	<b>25/05/08</b>		EMAP 10/06/2008			At the Request of Members at the meeting of Corporate Services EMAP on 11/12/2007

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7	Resources Performance and Finance Outturn Report*	Business Management Penny Hepworth/ Patrick Looker		<b>25/05/08</b>	RMT	EMAP 10/06/2008			Business Cycle
8	Treasury Management Annual Report and Prudential Indicators 2006/07	Finance Tom Wilkinson	Provides detailed performance information on the Treasury Management function including reportage on the prudential indicators required by the national treasury management code of practice.	<b>25/05/08</b>		EMAP 10/06/2008			Business Cycle
9	Review and Strategy for the Commercial Property Portfolio - Future Investment Strategy	Property Services David Baren	The main Review and Strategy was approved by EMAP on 30th October 2007, and Executive on 20th November. These reports contained a recommendation that some properties could be sold, and the proceeds re-invested in other property that more closely followed the Council's Corporate Strategy and also gave a better balance to the Portfolio. The Executive delegated the detail of the Strategy to Corporate Services EMAP and this report sets out the necessary further detail.	<b>25/05/08</b>	CMT 21/05/2008	EMAP 10/06/2008			Report at the Request of Members

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10	Administrative Accommodation Review: End of Stage Update Report	Property Services Maria Wood	To advise Members of completion of Stage 3 of the Admin Accom Review (Finance, Timeframes, Risk & Performance of Work Streams) and identify objectives for Stage 4		CMT 04/06/2008		EBS 10/06/2008	EXEC 17/06/2008	Report at the Request of the Author. Deferred from 29/01/2007 & 22/04/2008 Executive Meetings to allow for further development of the Hungate design
11	Annual Report of the Chief Internal Auditor	Audit & Risk Management Max Thomas				Audit & Governance Committee June 2008			
12	Review of the Effectiveness of Internal Audit	Audit & Risk Management Max Thomas				Audit & Governance Committee June 2008			
13	Shared Service Progress Report	Audit & Risk Management Max Thomas				Audit & Governance Committee June 2008			

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14	Risk Management Quarterly Monitoring Report	Audit & Risk Management David Walker	To provide CMT with progress on managing the agreed key corporate risks	<b>08/06/08</b>	CMT 18/06/2008				Business Cycle
15	Revenue Outturn Report* (incorporating Treasury Management Outturn Report)	Finance Janet Lornie/Tom Wilkinson	To report the final financial position on the council's revenue budgets for the financial year ending the 2007/08 and for the Executive to note overall performance and authorise relevant financial adjustments such as budget carry forwards and virements.	<b>01/06/08</b>	CMT 11/06/2008		EBS 23/06/2008	EXEC 30/06/2008	Business Cycle
16	Capital Outturn Report*	Finance Tom Wilkinson	To report the final financial position on the council's xcapital programme for the financial year ending the 2007/08 and for the Executive to note overall performance and authorise relevant financial adjustments.	<b>01/06/08</b>	CMT 11/06/2008		EBS 23/06/2008	EXEC 30/06/2008	Business Cycle

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17	The Statement of Accounts	Finance Janet Lornie/Sian Hansom	The statement of accounts records the overall financial position of the council at the 31st March in line with the nationally set Accounting Code of Practice. It is a requirement on the council that the draft statement of accounts are considered and agreed by council by the 30th June.			Audit & Governance Committee June 2008	EBS 24/06/2008	EXEC 30/06/2008	Council 28/06/2007
18	Annual Governance Statement	Audit & Risk Management Max Thomas			CMT 04/06/2008	Audit & Governance Committee June 2008	EBS 24/06/2008	EXEC 30/06/2008	Report at the Request of the Author
19	York Racecourse Report on Negotiations	Property Services David Baren	Further to the meeting on 27th November 2007, The Directors of LCCS and Resources to report back to Executive on the results of further negotiations with the Racecourse on the matters referred to by Scrutiny Management Committee on 26th November 2007		QCG 17/06/2008		EBS 24/06/2008	EXEC 30/06/2008	Report at the Request of the Author

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20	Customer Strategy	Easy@York Jane Collingwood	To consult members on the revised Customer Strategy and advise them of the proposed timeline for consultation with customers and final approval. The strategy will set the framework for the physical, organisational and business process design for identifying and responding to customers needs and delivering high quality customer-focussed service across all Council services in the new Customer Centre at Hungate		CMT 09/07/2008	EMAP 22/07/2008			Report at the Request of the Author
21	Tang Hall Area Asset Management Plan	Property Services Philip Callow	To ask members to approve the Area Asset Management Plan for Tang Hall which combines the strategic direction and priorities set by the Corporate AMP (which is in turn driven by the Corporate Strategy) with the priorities and requirements identified in the individual service plans and by the community at a local, location-specific level, setting out options for the way forward and timescales for delivery		CMT 16/07/2008		EBS 22/07/2008	EXEC 29/07/2008	Report at the Request of the Author

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22	Medium Term Financial Strategy (MTFS)	Finance Sian Hansom	To receive details of the council's projected financial position for 2009/10 to 2011/12. This report provides the context in which the 2009/10 budget will be set and the medium term financial position until 2012. As part of this process the report will provide recommendations relating the review report on future grant funding and clarify a number of key financial policy areas.	<b>06/07/08</b>	CMT 16/07/2008		EBS 22/07/2008	EXEC 29/07/2008	Report at the Request of the Author
23	Medium Term Financial Forecast (MTFF)	Finance Sian Hansom		<b>06/07/08</b>	CMT 16/07/2008		EBS 22/07/2008	EXEC 29/07/2008	Report at the Request of the Author



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24	Appropriation of Property	Property Services John Urwin	To appropriate and transfer properties between the Housing Revenue Account and the General Fund to ensure good governance and provide a corporate flexibility in the use of capital resources. The appropriations need to be approved for the financial year of 2008/09.	<b>05/07/08</b>	QCG 15/07/2008		EBS 22/07/2008	EXEC 29/07/2008	Report at the Request of the Author Deferred from the Executive of 20/05/2008 and 03/06/2008 to allow further preparation time
25	Risk Management Quarterly Monitoring Report	Audit & Risk Management David Walker	To provide CMT with progress on managing the agreed key corporate risks	<b>07/09/08</b>	CMT 17/09/2008				Business Cycle
26	Mid Term Monitor on Progress against the Internal Audit & Fraud Plan	Audit & Risk Management Quarterly Monitoring Report Max Thomas				Audit & Governance Committee September 2008			Business Cycle
27	Resources First Performance & Financial Monitor*	Business Management Sian Hansom	To provide Members with an update on current in-year progress relating to identified aims and key financial & performance indicators		RMT	Corporate EMAP September 2008			Business Cycle

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28	Accounts Submitted for Write Off	Public Service Jenny Smithson	Members are asked to note uncollectable debts that have been written off under delegated powers and to consider writing off sums that exceed the delegated authority.			Corporate EMAP September 2008			Business Cycle
29	Breaches & Waivers Report	Audit & Risk Management Max Thomas				Audit & Governance Committee September 2008			Business Cycle
30	IT Strategy 2007-2012	IT&T Roy Grant	Members are asked to agree the strategic objectives for use of technology in the Council over the next 5 years which will drive our investment in IT		CMT 03/09/2008		EBS 16/09/2008	EXEC 23/09/2008	Requested by Report Author Deferred from 23/10/07, 15/01/2008, 26/02/2008, 24/04/2008 & 17/06/2008 because of Acting Up Arrangements/Pressure of Work and to accommodate/include the outcomes of a recent external review of ITT Services into the Strategy

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31	First Corporate Finance & Performance Monitor	Finance/Janet Lornie PIT/Peter Lowe	Provision of the latest forecast of the council's financial and performance position. Actions may be required to agree proposed amendments to plans, mitigation for identified issues and financial adjustments (such as allocations from contingency and virements) which are reserved to the Executive.		CMT 24/09/2008		EBS 30/09/2008	EXEC 07/10/2008	Business Cycle
32	First Capital Monitor	Finance	Provision of the latest forecast of the council's financial and performance position. Actions may be required to agree proposed amendments to the capital programme and financial adjustments which are reserved to the Executive.		CMT 24/09/2008		EBS 30/09/2008	EXEC 07/10/2008	Business Cycle
33	Efficiency Outturn Report	Finance Steve Morton	To update Members on the performance of the Council towards achieving its efficiency targets.			Corporate EMAP October 2008			Business Cycle
34	Risk Management Quarterly Monitoring Report	Audit & Risk Management David Walker	To provide CMT with progress on managing the agreed key corporate risks	<b>30/11/08</b>	CMT 10/12/2008				Business Cycle

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35	Second Resources Finance and Performance Monitor	Sian Hansom/ Penny Hepworth	To provide Members with a further update on current in-year progress relating to identified aims and key financial & performance indicators			Corporate EMAP December 2008			Business Cycle
36	Procurement Mid Term Monitoring Report	Audit & Risk Management Quarterly Monitoring Report David Walker	To update Members on progress against the Procurement Strategy Action Plan and the Corporate Procurement Team Development & Work Programme 2007/08			Corporate EMAP December 2008			Business Cycle
37	Treasury Management Monitoring Report	Finance	To update Members on the performance of the treasury management function for the 1st seven months of the year and provide a projected outturn to 31st March 2008.			Corporate EMAP December 2008			Business Cycle

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38	Report on Progress on the Implementation of the New Financial Management System	Finance	To provide Members with an update on progress in implementing the new system across all departments of City of York Council			EMAP December 2008			