

## Strategic Resources and Performance Meeting Work Programme

	<u>ITEM</u>	<u>FREQUENCY</u>	<u>LEAD OFFICER</u>
	<b><u>Thurs 13<sup>th</sup> November 2014 – 10.30am</u></b>		
1.	Trent Bridge Priority Plus Area – Rushcliffe Borough Council		
2.	<b>(24)</b> Produce a summary set of accounts for publication	Annual	OPCC CFO
3.	<b>(30)</b> Treasury Update – 6 monthly update	6 monthly	OPCC CFO
4.	<b>(38)</b> Reports and information to support updates for monitoring the Police and Crime Plan	6 monthly	Phil Gilbert
5.	<b>(65)</b> Savings report to meet financial deficit (efficiency savings report)	Annually	ACO Resources
6.	Sexual Violence Grant Aid		OPCC
7.	Mental Health Concordat Conference 25 September 2014		OPCC
8.	Anti-Social Behaviour Act – Community Remedy		OPCC
	<b>Standard items:-</b>		
	Performance Scorecard – Executive Summary	Every meeting	Force
	<b>(15)</b> Updates on Medium Term Financial Plan	Every meeting	
	<b>(18)</b> Revenue Budget Monitoring and Forecast (summarising approved virements)	Every meeting	ACO Resources
	<b>(19)</b> Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	ACO Resources
	<b><u>W/C 19<sup>th</sup> January 2015 (PCP – 2<sup>nd</sup> Feb)</u></b>		
1.	Topic based presentation		
2.	Chief Constable's Update Report	Every other meeting	Force
3.	Verbal update on items going to Police and Crime Panel	Every meeting	Force
4.	<b>(13)</b> Revenue, Budget Precept	Annually	OPCC & CFO
5.	<b>(14)</b> Report on Medium Term Financial Plan	Annually	OPCC & CFO
6.	<b>(25)</b> Four Year Capital Plan	Annually	?
7.	<b>(26)</b> Annual Capital Budget	Annually	?
8.	<b>(28)</b> Treasury Management Strategy	Annually	OPCC CFO

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9.	<b>(59)</b> Report on Equality and Diversity and Human Rights performance and monitoring	Annually	Force
10.	Partnership Strategic Assessment		OPCC
11.	Police and Crime Plan Refresh		OPCC
12.	Reports to the Police and Crime Panel 2 February 2015		Force
	<b>Standard items:-</b>		
	Performance Scorecard – Executive Summary	Every meeting	Force
	<b>(15)</b> Updates on Medium Term Financial Plan	Every meeting	
	<b>(18)</b> Revenue Budget Monitoring and Forecast (summarising approved virements)	Every meeting	ACO Resources
	<b>(19)</b> Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	ACO Resources
	<b>Tues 31<sup>st</sup> March 2015 – 10.30am (PCP – 20<sup>th</sup> April)</b>		
1.	Topic based presentation (Chair's meeting?)		
2.	Verbal update on items going to Police and Crime Panel	Every meeting	Force
3.	<b>(55)</b> Report on Environmental Management Performance	Annually	Force
4.	<b>(56)</b> Report on Health and Safety Monitoring together dip- sampling recommendations and implementation of actions and lessons learned	Annually	Force
5.	<b>(61)</b> Workforce planning	6 monthly	ACO Resources
6.	<b>(67)</b> Public Protection and Safeguarding reports	6 monthly	OPCC & Force
7.	Reports to the Police and Crime Panel 20 April 2015		Force
8.	Police and Crime Commissioner Annual Report		OPCC
9.	Police and Crime Commissioner's Grants		OPCC
	<b>Standard items:-</b>		
	Performance Scorecard – Executive Summary	Every meeting	Force
	<b>(15)</b> Updates on Medium Term Financial Plan	Every meeting	
	<b>(18)</b> Revenue Budget Monitoring and Forecast (summarising approved virements)	Every meeting	ACO Resources

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	<b>(19)</b> Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	ACO Resources
	<b><u>Mon 1<sup>st</sup> June 2015 - 10.30am (PCP – 15<sup>th</sup> June)</u></b>		
1.	Topic based presentation		
2.	Chief Constable's Update Report	Every other meeting	Force
3.	Verbal update on items going to Police and Crime Panel	Every meeting	Force
4.	<b>(29)</b> Report detailing the Treasury Out-turn	Annually	?
5.	<b>(30)</b> Treasury Update – Annual report	6 monthly	OPCC CFO
6.	<b>(32)</b> Insurance Tender Process Report	Annually	?
7.	<b>(33)</b> Insurance Provisions Report	Annually	?
8.	<b>(37)</b> Report on delivery against the Police and Crime Plan	Annually	OPCC
9.	Police and Crime Panel Reports 15 June 2015	Bi Monthly	Force
	<b>Standard items:-</b>		
	Performance Scorecard – Executive Summary	Every meeting	Force
	<b>(15)</b> Updates on Medium Term Financial Plan	Every meeting	
	<b>(18)</b> Revenue Budget Monitoring and Forecast (summarising approved virements)	Every meeting	ACO Resources
	<b>(19)</b> Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	ACO Resources
	<b><u>W/C 20<sup>th</sup> July 2015 (No PCP date set yet)</u></b>		
1.	Topic based presentation		
2.	Verbal update on items going to Police and Crime Panel	Every meeting	Force
	<b>Standard items:-</b>		
	Performance Scorecard – Executive Summary	Every meeting	Force
	<b>(15)</b> Updates on Medium Term Financial Plan	Every meeting	
	<b>(18)</b> Revenue Budget Monitoring and Forecast (summarising approved	Every meeting	ACO Resources

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	virements)		
	<b>(19)</b> Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	ACO Resources