## FLINTSHIRE COUNTY COUNCIL FORWARD WORK PROGRAMME ITEMS COUNCIL, CABINET, AUDIT AND OVERVIEW & SCRUTINY MAY 2012 TO OCTOBER 2012

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only
Мау					
Flintshire Cour Council	ty 15 May 2012	Chief Executive's	County Council Elections - 3rd May 2012 To report formally to the County Council on the results of the whole Councl elections held on 3rd May.		
Flintshire Cour Council	ty 15 May 2012	Legal and Democratic Services	Constitutional Matters: Committees and Outside Bodies To deal with those matters which require decisions at the Annual Meeting of the County Council in accordance with Council Procedure Rule 1.1 (vii)-(xiii). Those matters are set out in separate paragrphs below.		

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Flintshire County Council	/ 15 May 2012	Legal and Democratic Services	Appointment to the Police Authority, the Police and Crime Panel and the Regional Safer Communities Board To establish a Joint Committee with the upper North Wales Councils to select two representatives to serve on the Police Authority. Also to update Councillors on the transition to the new Police and Crime Panel and the Regional Safer Communities Board.		
Flintshire County Council	/ 15 May 2012	Legal and Democratic Services	Schedule of Member Remuneration To approve the council's schedule of member remuneration.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only
Environment Overview & Scrutiny Committee	23 May 2012	Overview and Scrutiny	Overview & Scrutiny Committees' Terms of Reference To inform the Committee of its Terms of Reference, set in the context of Terms of Reference of all of the Overview & Scrutiny committees.		
Environment Overview & Scrutiny Committee	23 May 2012	Overview and Scrutiny	Forward Work Programme To consider the current Forward Work Programme of the former Environment Overview & Scrutiny Committee.		
Social & Health Care Overview & Scrutiny Committee	24 May 2012	Overview and Scrutiny	Overview and Scrutiny Committees Terms of Reference To inform the Committee of its Terms of Reference set in the context of Terms of Reference of all the Overview and Scrutiny Committees.		

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Social & Health Care Overview & Scrutiny Committee	24 May 2012	Overview and Scrutiny	Forward Work Programme To report to the committee on work which was left outstanding at the end of the municipal year. To outline how topics can be brought to Overview & Scrutiny and to suggest items to be included on the Forward Work Programme for the successor committee to consider.		
Community Profile & Partnerships Overview & Scrutiny Committee	28 May 2012	Overview and Scrutiny	Work Programme for the Committee The purpose of the report is to apprise the Committee of its terms of reference and to build a work programme through the identification of appropriate topics from within those terms of reference		

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Community Profile & Partnerships Overview & Scrutiny Committee	28 May 2012	Overview and Scrutiny	Overview & Scrutiny Committees' Terms of Reference To inform the Committee of its Terms of Reference, set in the context of Terms of Reference of all of the Overview and Scrutiny committees.		
Housing Overview & Scrutiny Committee	30 May 2012	Overview and Scrutiny	Quarter 4 Performance Report To consider quarter 4 performance outturns for imrpovement targets.		
Housing Overview & Scrutiny Committee	30 May 2012	Overview and Scrutiny	Overview & Scrutiny Committees' Terms of Reference To inform the Committee of its Terms of Reference, set in the contexct of Terms of Reference of all of the Overview & Scrutiny committees.		

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Housing Overview & Scrutiny Committee	30 May 2012	Overview and Scrutiny	Forward Work Programme To report to the committee on work which was left outstanding at the end of the municipal year. To outline how topics can be brought to Overview & Scrutiny and to suggest items to be included on the Forward Work Programme for the successor committee to consider.		
June					
Corporate Resources Overview & Scrutiny Committee	11 June 2012	Human Resources and Organisational Development	People Strategy To update Scrutiny Members on the delivery of the People Strategy		
Corporate Resources Overview & Scrutiny Committee	11 June 2012	Finance	Revenue Budget Monitoring 2011/12 (Month 11) To provide Members with the revenue budget monitoring information at Month 11 for the Council Fund and the Housing Revenue Account in 2011/12.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only
Cabinet	12 June 2012	Chief Executive's	2011/12 Q4 and Year end Service Performance Reports and Overview To note and consider year end progress in 2011/12 against Service Performance reports.	Operational	Cabinet Member for Corporate Management
Cabinet	12 June 2012	Chief Executive's	Changes to the National Performance Measurement Framework 2012/13 To advise Members of the change to the National Performance Measurement Framework for 2012/13	Operational	Cabinet Member for Corporate Management
Cabinet	12 June 2012	Finance	Revenue Budget Monitoring 2011/12 (Month 11) To provide Members with the revenue budget monitoring information at Month 11 for the Council Fund and the Housing Revenue Account in 2011/12.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	12 June 2012	Finance	Business Rates - Write Off To request authorisation to write off a single business rates debt.	Operational	Cabinet Member for Corporate Management

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only
Cabinet	12 June 2012	Human Resources and Organisational Development	<b>Single Status</b> To review progress against the project plan	Operational	Cabinet Member for Corporate Management
Cabinet	12 June 2012	Human Resources and Organisational Development	Workforce Information Quarter 4 To provide Executive Members with an update for the fourth quarter of 2011/12 and for the whole year 2011/12.	Operational	Cabinet Member for Corporate Management
Cabinet	12 June 2012	Human Resources and Organisational Development	MASS Quarter 4 To provide an update on the contract for the provision of agency workers. The report provides details of savings from the contract and numbers of agency placements for the quarterly period.	Operational	Cabinet Member for Corporate Management
Cabinet	12 June 2012	Environment	Flint Masterplan To consider and approve the Flint Masterplan	Strategic	Cabinet Member for Regeneration, Enterprise & Leisure
Cabinet	12 June 2012	Lifelong Learning	<b>Review of Options - Ysgol Rhes y Cae</b> Primary School Organisation	Operational	Cabinet Member for Education

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Cabinet	12 June 2012	Lifelong Learning	Secondary School Organisation Secondary School Organisation	Strategic	Cabinet Member for Education
Cabinet	12 June 2012	Lifelong Learning	Report on the Amalgamation of Hawarden Infants and Rector Drew VA Junior School Proposed Amalgamation - Hawarden Infant and Rector Drew Junior Schools	Operational	Cabinet Member for Education
Cabinet	12 June 2012	Lifelong Learning	Report on the Amalgamation of Deeside College & Yale CollegeTo respond formally to the consultation over the proposed amalgamation of Deeside College with Yale College.	Operational	Cabinet Member for Education
Cabinet	12 June 2012	Community Services	<b>Flint Maisonettes</b> To approve the plans for the first phase of demolition.	Strategic	Cabinet Member for Housing
Cabinet	12 June 2012	Community Services	Mental Health Measure To approve the Council's response to the Mental Health Measure.	Strategic	Cabinet Member for Social Services

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Flintshire County Council	19 June 2012	Chief Executive's	<b>Improvement Plan 2012/13</b> To endorse the priorities, objectives and outcomes within the 2012/13 plan		
Audit Committee	25 June 2012	Finance	Operational Audit Plan & Recommendation Tracking To inform Members of progress against the operational plans for 2011/12 and 2012/13. The plans are attached (Appendices A and B). The results of the current recommendation tracking since the previous Audit Committee are also attached (Appendices C and D).		
Audit Committee	25 June 2012	Finance	Final Reports & Performance Indicators To inform Members of final reports issued since the last Audit Committee (Appendix A) and of Internal Audits and Directorates performance against targets for issuing and responding to reports (Appendices B and C).		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only
Audit Committee	25 June 2012	Finance	Investigations Progress Report To outline ongoing proactive counter fraud work and reactive investigative work currently being carried out.		
Audit Committee	25 June 2012	Finance	Internal Audit Annual Report To inform Members of the outcome of all audit work carried out during 2011/12 and to give an opinion on the standard of risk management, governance and internal control within the Council.		
Audit Committee	25 June 2012	Finance	WAO Regulatory Programme To report for acceptance the proposed Regulatory Programme for Performance Audit Plan of the Wales Audit Office (WAO)		
Audit Committee	25 June 2012	Finance	Report on Internal Audit (WAO) To inform the Committee of the results of the WAO assessment of Internal Audit.		

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Audit Committee	25 June 2012	Finance	<b>Risk Management Update</b> To receive an update on Risk Management matters.		
Audit Committee	25 June 2012	Finance	<b>Financial Procedure Rules</b> To present recommendations to update the Council's Financial Procedure Rules.		
Audit Committee	25 June 2012	Finance	LG Measure Update To receive the outcome of the Welsh Government response on the LG Measure in relation to the Audit Committee.		
Audit Committee	25 June 2012	Finance	Treasury Management Update and Annual Report 2011/12 To provide an update on matters relating to the Council's Treasury Management Policy, Strategy and Practices 2011/12 and 2012/13 to the end of May.		
July					<u> </u>

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only
Corporate Resources Overview & Scrutiny Committee	5 July 2012	Finance	Capital Programme 2011/12 (Outturn) To provide Members with the capital programme outturn information for 2011/12.		
Corporate Resources Overview & Scrutiny Committee	5 July 2012	Finance	Revenue Budget Monitoring 2011/12 (Outturn) To inform Members of the Council Fund and the Housing Revenue Account Outturn for 2011/12 (subject to audit) and the impact on the respective level of reserves as at 31st March 2012.		
Corporate Resources Overview & Scrutiny Committee	5 July 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 2) To provide Members with the revenue budget monitoring information at Month 2 for the Council Fund and the Housing Revenue Account in 2012/13.		

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Corporate Resources Overview & Scrutiny Committee	5 July 2012	Human Resources and Organisational Development	Workforce Information Quarter 4 To provide Scrutiny Members with an update for the fourth quarter of 2011/12 and for the whole year 2011/12.		
Corporate Resources Overview & Scrutiny Committee	5 July 2012	Human Resources and Organisational Development	MASS Quarter 4 To provide Scrutiny Members with an update on the contract for the provision of agency workers. The report provides details of savings from the contract and numbers of agency placements for the quarterly period.		
Corporate Resources Overview & Scrutiny Committee	5 July 2012	Human Resources and Organisational Development	Early Retirement Summary - January -March 2012 To provide Scrutiny Members with a summary of Early Retirements approved and implemented for the quarterly period, including details of associated costs to the Council		

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Cabinet	10 July 2012	Chief Executive's	Council (Governance Plan) Review To receive and endorse the Council (Governance) Plan following annual review	Strategic	Cabinet Member for Corporate Management
Cabinet	10 July 2012	Chief Executive's	<b>Regional Collaboration</b> To review progress against the portfolio of collaborative projects adopted regionally.	Strategic	Leader of the Council and Cabinet Member for Finance
Cabinet	10 July 2012	Chief Executive's	2011/12 Performance Review and 2012/13 Priorities To note and consider year end progress in 2011/12 against 1) improvement targets, 2) outcome agreement and 3) Strategic Assessment of Risks and Challenges (SARC); and to review and reset 2012/13 improvement priorities	Strategic	Cabinet Member for Corporate Management
Cabinet	10 July 2012	Chief Executive's	<b>Equality and Diversity Policy</b> To present and endorse the revised policy	Strategic	Cabinet Member for Corporate Management

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Cabinet	10 July 2012	Chief Executive's	Voluntary Sector Md Year Review To receive an update report on the funding position and review of voluntary organisations receiving Core Funding Agreements	Strategic	Cabinet Member for Corporate Management
Cabinet	10 July 2012	Chief Executive's	Strategic Partnership Performance - Mid year review For Executive to receive a mid year overview of: - the progress of the Srategic Partnerships and; - the priorities for each of the Strategic Partnerships and key milestones for the year ahead	Operational	Cabinet Member for Corporate Management
Cabinet	10 July 2012	Finance	Capital Programme 2011/12 (Outturn) To provide Members with the capital programme outturn information for 2011/12.	Operational	Leader of the Council and Cabinet Member for Finance

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Cabinet	10 July 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 2) To provide Members with the revenue budget monitoring information at Month 2 for the Council fund and the Housing Revenue Account in 2012/13	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	10 July 2012	Finance	Revenue Budget Monitoring 2011/12 (Outturn) To inform Members of the Council Fund and the Housing Revenue Account Outturn for 2011/12 (subject to audit) and the impact on the respective levels of reserves as at 31st March 2012.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	10 July 2012	Finance	Prudential Indicators - Actuals 2011/12 To provide Members with 2011/12 (actual) prudential indicator figures as required under the Prudential Code for Capital Finance in Local Authorities (the Prudential Code).	Operational	Leader of the Council and Cabinet Member for Finance

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Cabinet	10 July 2012	Finance	Annual Treasury Management Report for 2011/12 To present to Members the Annual Treasury Management Report for 2011/12.	Operational	Cllr Billy Mullin
Cabinet	10 July 2012	Human Resources and Organisational Development	Early Retirement Summary - January - March 2012 To provide members with a summary of Early Retirements approved and implemented for the quarterly period, including details of associated costs to the Council	Operational	Cabinet Member for Corporate Management
Cabinet	10 July 2012	ICT and Customer Services	ICT Strategy Update To provide an update on progress with the implementation of the Corporate Information and Communications Technology [ICT] Strategy.	Strategic	Cabinet Member for Corporate Management

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Cabinet	10 July 2012	Environment	<b>Food Service Plan</b> Details Food Safety's work priorities and programmes for the year starting 01/04/2012 as well as a eview of previous work.	Operational	Cabinet Member for Regeneration, Enterprise & Leisure
Cabinet	10 July 2012	Lifelong Learning	Leisure & Culture Strategy Leisure	Strategic	Cabinet Member for Education
Cabinet	10 July 2012	Community Services	<b>Children's Services</b> <b>Inspection</b> To approve the Council's response to the CSSIW Inspection in March 2012.	Operational	Cabinet Member for Social Services
Cabinet	10 July 2012	Community Services	Private Sector Renewal Policy To approve the Private Sector Renewal Policy.	Operational	Cabinet Member for Housing
Cabinet	10 July 2012	Lifelong Learning	Estyn Action Plan Update Estyn Action Plan Update	Operational	Cabinet Member for Education

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Audit Committee	17 July 2012	Finance	Draft Statement of Accounts 2011/12 To present the Statement of Accounts 2011/12 (subject to audit) for Members' information only at this stage.	Operational	Leader of the Council and Cabinet Member for Finance
Audit Committee	17 July 2012	Finance	Annual Governance Statement To present the draft Annual Governance Statement for 2011/12.	Operational	
Flintshire County Council	17 July 2012	Finance	<b>Financial Procedure Rules</b> To receive a recommendation from the Audit Committee in relation to an update of the Council's Financial Procedure Rules.		

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Flintshire County Council	17 July 2012	Finance	Annual Treasury Management Report for 2011/12 To receive a recommendation from the Executive in relation to the Annual Treasury Management Report for 2011/12.		
August	I				
September					
Corporate Resources Overview & Scrutiny Committee	13 September 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 3) To provide Members with the revenue budget monitoring information at Month 3 for the Council Fund and the Housing Revenue Account in 2012/13.		

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Cabinet	18 September 2012	Chief Executive's	Community Strategy and Local Service Board - Mid Year Review To seek endorsement of the ongoing work of the Flintshire Local Service Board (LSB)	Strategic	Cabinet Member for Corporate Management
Cabinet	18 September 2012	Chief Executive's	Green Dragon - Environmental Management Standard To receive and endorse the status report of the Green Dragon Environmental Management Standard	Strategic	Cabinet Member for Corporate Management
Cabinet	18 September 2012	Chief Executive's	Quarter 1 - Service Performance Reports To note and consider progress within the Q1 service performance reports noting progress against the Improvement Priorities, Targets and SARC	Operational	Cabinet Member for Corporate Management
Cabinet	10 July 2012	Chief Executive's	Welsh Language Annual Monitoring Report To present the annual monitoring report for 2011/12	Operational	Cabinet Member for Corporate Management

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Cabinet	18 September 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 3) To provide Members with the revenue budget monitoring information at Month 3 for the Council Fund and the Housing Revenue Account in 2012/13.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	18 September 2012	Human Resources and Organisational Development	<b>People Strategy</b> To provide a final update to Members on the delivery of actions under the People Strategy 2009-12. To present the revised People Strategy 2012-2016 for Member endorsement.	Strategic	Cabinet Member for Corporate Management
Cabinet	18 September 2012	Human Resources and Organisational Development	Workforce Information Quarter 1 To provide Executive Members with an update for the first quarter of 2012/13.	Operational	Cabinet Member for Corporate Management

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Cabinet	18 September 2012	Human Resources and Organisational Development	Early Retirement Summary - April - June 2012 To provide Members with a summary of Early Retirements approved and implemented for the quarterly period, including details of associated costs to the Council.	Operational	Cabinet Member for Corporate Management
Cabinet	18 September 2012	Human Resources and Organisational Development	MASS Quarter 1 To provide an update on the contract for the provision of agency workers. The report provides details of savings from the contract and numbers of agency placements for the quarterly period.	Operational	Cabinet Member for Corporate Management
Cabinet	18 September 2012	ICT and Customer Services	Customer Services Strategy Update To provide an update on progress made towards implementation of the Customer Services Strategy.	Strategic	Cabinet Member for Corporate Management

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Cabinet	18 September 2012	ICT and Customer Services	ICT Service Review To provide an update on progress of the ICT Service Review and seek Members approval to relevant actions.	Operational	Cabinet Member for Corporate Management
Cabinet	18 September 2012	Lifelong Learning	Estyn Action Plan Update Estyn Action Plan Update	Operational	Cabinet Member for Education
Cabinet	18 September 2012	Community Services	<b>Tenancy Agreement for</b> <b>Council Housing</b> To approve the Tenancy Agreement for Council Housing.	Operational	Cabinet Member for Housing

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Audit Committee	25 September 2012	Finance	Operational Audit Plan & Recommendation Tracking To inform Members of progress against the operational plan for 2012/13. The plan is attached (Appendix A). A summary of the changes from the original plan is attached (Appendix B). This also shows amendments reported to previous Audit Committee meetings. The results of the current recommendation tracking since the previous Audit are also attached (Appendices C&D).		
Audit Committee	25 September 2012	Finance	<b>Final Reports &amp; Performance</b> <b>Indicators</b> To inform Members of final reports issues since the last Audit Committee (Appendix A) and of Internal Audits and Directorates performance against targets for issuing and responding to reports (Appendices B and C)		

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Audit Committee	25 September 2012	ICT and Customer Services	Investigations Progress Report To outline ongoing proactive counter fraud work and reactive investigative work currently being carried out.		
Audit Committee	25 September 2012	Finance	<b>Final Statement of Accounts</b> <b>2011/12</b> To present to Members of the Audit Committee the Statement of Accounts for 2011/12, incorporating those changes agreed with the Wales Audit Office (WAO) during the course of the audit (as reported separately on the agenda).		

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Audit Committee	25 September 2012	Finance	Audit of 2011/12 Financial Statements - Reports by Wales Audit Office (WAO) To present to Members of the Audit Committee, WAO's reports in connection with the audit of the 2011/12 financial statements:- - Flintshire County Council - Clwyd Pension Fund		
Audit Committee	25 September 2012	Finance	<b>Risk Management Update</b> To receive an update on Risk Management matters.		
Audit Committee	25 September 2012	Finance	Treasury Management Mid Year Update To provide an update on matters relating to the Council's Treasury Management Policy, Strategy and Practices 2012/13 to the end of August 2012.		

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Flintshire County Council	25 September 2012	Finance	<b>Final Statement of Accounts</b> <b>2011/12</b> To seek Members' approval of the final Statement of Accounts for 2011/12.		
Flintshire County Council	25 September 2012	Finance	Audit of the 2011/12 Financial Statements - Reports by Wales Audit Office (WAO) To present to Members the WAO's reports in connection with the audit of the 2011/12 financial statements:- - Flintshire County Council - Clwyd Pension Fund		
Housing Overview & Scrutiny Committee	26 September 2012	Housing	Secure/Introductory Tenancy Agreement To provide members with an updated version of the Secure/Introductory Tenancy Agreement following earlier proposals in April 2011.		

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October					
Corporate Resources Overview & Scrutiny Committee	11 October 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 4) To provide Members with the revenue budget monitoring information at Month 4 for the Council Fund and the Housing Revenue Account in 2012/13.		
Corporate Resources Overview & Scrutiny Committee	11 October 2012	Finance	Capital Programme 2012/13 (Month 4) To provide Members with the latest capital programme information for 2012/13		
Corporate Resources Overview & Scrutiny Committee	11 October 2012	Human Resources and Organisational Development	<b>People Strategy</b> To provide a final update to Scrutiny Members on the delivery of actions under the People Strategy 2009-12. To present the revised People Strategy 2012-2016		

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Corporate Resources Overview & Scrutiny Committee	11 October 2012	Human Resources and Organisational Development	MASS Quarter 1 To provide Scrutiny Members with an update on the contract for the provision of agency workers. The report provides details of savings from the contract and numbers of agency placements for the quarterly period.		
Corporate Resources Overview & Scrutiny Committee	11 October 2012	Human Resources and Organisational Development	Early Retirement Summary - April - June 2012 To provide Scrutiny Members with a summary of Early Retirements approved and implemented for the quarterly period, including details of associated costs to the Council.		
Corporate Resources Overview & Scrutiny Committee	11 October 2012	Human Resources and Organisational Development	Workforce Information Quarter 1 To provide Scrutiny Members with an update for the first quarter of 2012/13.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only
Cabinet	16 October 2012	Chief Executive's	Annual Performance Report 2011/12 To approve the 2011/12 draft Annual Performance Report for adoption by County Council	Operational	Cabinet Member for Corporate Management
Cabinet	16 October 2012	Finance	Capital Programme 2012/13 (Month 4) To provide Members with the latest capital programme information for 2012/13.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	16 October 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 4) To provide Members with the revenue budget monitoring information at Month 4 for the Council Fund and the Housing Revenue Account in 2012/13.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	16 October 2012	ICT and Customer Services	<b>Procurement Update</b> To provide an update on the work being undertaken nationally, regionally and locally to improve procurement practices, develop professional capacity and deliver efficiency savings.	Strategic	Cabinet Member for Corporate Management