

**Resources Select Committee 2018/19
(Councillor TBA)**

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Key Performance Indicators 2017/18 – Outturn Review	Outturn KPI Performance considered at the first meeting of each municipal year.	Outturn KPI performance report for 2017/18 to July 2018 meeting	09 July 2018; 16 October; 04 December; 12 February 2019 and 02 April
(2) To review the specific quarterly KPI 2018/19	Quarterly	Review of quarterly performance: Q1 in October 2018; Q2 in December 2018; Q3 in February 2019.	
(3) Corporate Plan Key Action Plan 2017/18 – Outturn review	First meeting of each municipal year	Outturn Key Action Plan 2017/18 performance to July 2018 meeting	
(4) Corporate Plan Key Action Plan 2018/19 – quarterly review	Quarterly	Review of quarterly performance: Q1 October 2018; Q2 December 2018; Q3 February 2019.	
(5) Detailed Portfolio Budgets	Portfolio budgets considered on an annual basis jointly with the Finance and Performance Management Cabinet Committee.	Annual Review of portfolio budgets to be considered at joint meeting with the F&PM Cabinet Committee in January of each year.	
(6) ICT Strategy –	Progress against ICT Strategy Considered on an annual basis.	October 2018	

(7) Fees and Charges 2019/20	Proposed fees and charges for 2019/20 – for October 2018 meeting.	Proposed fees and charges considered on an annual basis each October	
(8) Provisional Capital Outturn 2017/18	Provisional outturn for 2017/18 for July meeting.	Provisional Capital Outturn considered on an annual basis at first meeting in each municipal year	
(9) Provisional Revenue Outturn 2017/18	Provisional Outturn for 2017/18 for July 2018 meeting.	Provisional Revenue Outturn considered on an annual basis at first meeting in each year.	
(10) Sickness Absence Outturn	July 2018	To review the Sickness Outturn report for 2017 /18	
(11) Sickness Absence	Half-yearly progress reports for 2018/19 to be considered at July and December meetings.	Detailed progress against achievement of sickness absence targets reviewed on a six-monthly basis	
(12) Medium Term Financial Strategy & Financial issues paper	October 2018	To receive the financial issues Paper and Medium term financial strategy including 4 year General Fund forecast.	
(13) Quarterly Financial Monitoring	Oct. 2018; Dec. 2018; & Feb. 2019	To receive quarterly financial monitoring Reports	
(14) Shared Services Working	If possible a verbal update to be given at December meeting.	To review any shared services working being carried out by EFDC. HR currently working with Colchester and Braintree Councils on a shared HR payroll system.	

(15) Invest to Save update	December 2018	To receive a report updating the Committee on the Council's Invest to Save scheme	
(16) General update on the General Fund CSB, DDF and ITS	December 2018	To receive an updating report on the CSB, DDF and ITS schemes.	
(17) Universal Credit	October 2018	Updating report on the Government's Universal Credit Scheme.	
(18) Directorate Business Plan 2019/20	2 April 2019	All relevant Portfolio Holders to present highlights of the priorities and service challenges from the business plan for their portfolio for the next year, to the final meeting of the select committee in each municipal year.	
(19) Transformation Projects relevant to this Committee	13 February 2019	Details of relevant new transformation projects to be submitted to the relevant SC for scrutiny.	
(20) Transformation Projects closure and benefits reports	13 February 2018	That any Directorate appropriate project closure and benefits realisation reports to be submitted to this SC for information.	