

FINANCE COMMITTEE

Work Plan 2017/18

Police Scotland Corporate F&I Board				20 th June		18 th July	22 nd Aug		19 th Sept	17 th Oct	21 st Nov	21 st Dec	25 th Jan	28 th Feb	27 th Mar		
SPA Finance Committee Date		APR	MAY	01 st JUN	28 th JUN	JUL	03 rd AUG		14 th SEPT	OCT	08 th NOV	18 th DEC	JAN	07 th FEB	13 th MAR	Yr 2	Yr 3
SPA Public Board			25 th May	22 nd June				24 th Aug (QPM)	28 th Sept		28 th Nov (QPM)	19 th Dec		27 th Feb (QPM)	29 th Mar		
SPA Closed Board			03 rd May	07 th June (ARP)			09 th Aug (QPR)			31 st Oct (QPR & ARA)				06 th Feb (QPR)			
MONTH		APR	MAY	01 st JUN	28 th JUN	JUL	03 rd AUG		14 th SEPT	OCT	08 th NOV	18 th DEC	JAN	07 th FEB	13 th MAR	Yr 2	Yr 3
All Meetings	• Introduction / Welcome			✓	✓		✓		✓		✓	✓		✓	✓		
	• Minute of Previous Meeting																
Standing Items	• Review of Action Logs																
	• Committee Work Plan Review																
Regular Cyclical Items	16/17 Indicative/Final out-turn			✓	✓		✓										
	17/18 Monthly Financial Performance Report				✓				✓			✓			✓		
Quarterly	17/18 Revised Financial Forecast						Q1				Q2			Q3			
	Estates Disposal Review						✓					✓			✓		
	TOIL/Annual Leave management review						✓				✓			✓			
	Transformation Programme Financial Update								✓		✓				✓		
Bi Annual	Biannual: NCA Contract Register Review				✓							✓					
	Biannual: Commercial Excellence Programme progress review										✓				✓		
	Biannual: Financial Management and Control Improvement Plan review				✓							✓					
	Review of 3 Year Financial Plan								✓								
	Scottish Government Budget Revision (Spring/Autumn)								✓		✓						

NOT PROTECTIVELY MARKED

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Annual	Bad debt write-off recommendations			✓													
	18/19 Budget Time-table and Plan								✓			✓			✓		
	Spending Review submission to SG																
	VR/VER Scheme 2018/19 – Proposals										✓						
	Staff Pay Award Affordability			✓													
	Officer Pay Award Affordability			✓													
	SPA Financial Regulations and Review											✓					
	Financial Performance Reporting Templates			✓												✓	
	3 Year Financial Plan									✓						✓	
	10 Year Financial Plan									✓						✓	
Ad Hoc Items	Review of Financial Policies															✓	
	Investment & Governance Framework and Supporting Documentation			✓													
	Activity Based Costing Plans for Introduction										✓						
	Review of Debt Recovery Processes													✓			
	Police Scotland Scheme of Delegation													✓			
	Modernisation Project Financial implications review						✓				✓						
	British Transport Police Financial Review and Due Diligence										✓						
	Business Cases																
	Staff Pay and Reward Modernisation Business Case										✓						
	Commercial Excellence Programme Business Case			✓													
	Payroll Interim Solution				✓												
	ICT - Nat Net Business Case													✓			
	DCC/DCO Updates											✓		✓	✓		
Contracts and Procurement																	
Building Design & Telephone Services						✓											

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	Vehicle Maintenance						✓										
	Body Armour										✓						
	Soft FM										✓						
	Translation Services																
	Board-up service										✓						

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