

**Resources Policy Development & Scrutiny Panel Workplan**

last updated – 7th November 2011

Meeting Date	Agenda Item	Director	Report Author	Format of Item	Requested By	Notes
1 August 2011	Overview Presentation	AP	AP	Presentation		
	Keynsham Regeneration and Workplaces Project	AP	TMcB	Presentation		
	Use of Consultants – set up working group	AP		Verbal report		
	Cabinet Member Update			Verbal report		
	Panel Workplan			Report		
12 September 2011	Universal Credit and new Council Tax Benefit System	AP	Ian Savigar	Presentation		
	Change Programme	AP	Angela Parrett	Presentation		
	Scheme for retired Councillors	AP	Vernon Hitchman	Report		
	Cabinet Member Update			Verbal update		
	Panel Workplan			Report		

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21 November 2011 – <i><b>note Keynsham Town Hall</b></i>	Keynsham Town Centre Regeneration and Workplaces Project – Update (incorporating Cabinet Member Update)	AP				
	Medium Term Service and Resource Plans	AP		Report		
	Panel Workplan			Report		
16 <sup>th</sup> January 2012	Service Action Plans	AP		Report		
	Keynsham Town Centre Regeneration and Workplaces Project - Update	AP				
	Cabinet Member Update			Verbal Update		
	Panel Workplan					
<b>Budget Meeting</b>						
6 <sup>th</sup> February 2012	Budget Report	AP				
12 <sup>th</sup> March 2012	Retention of Business Rates	AP				
	Property Board Operation and Direction of Travel	AP				
	Cabinet Member Update			Verbal Update		

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	Panel Workplan					
14 <sup>th</sup> May 2012						
16 <sup>th</sup> July 2012						
10 <sup>th</sup> Sept 2012						
<b>Items to be scheduled:</b>						
	Structure for allocating all Resources (not just financial)	AP				
	Use of Consultants Working Group – feedback		JB/NR/CB/DL			
	Items to be considered for future workplan (from 1 <sup>st</sup> August 2011 meeting): <ul style="list-style-type: none"><li>Road map – IT (including Members IT)</li></ul>					
	Corporate Complaints Policy and Procedures		Graham Dove			
	Member Training					