

Agenda Item

**Arts, Leisure & Culture
Select Committee**

16 March 2011

**ACTION PLAN FOR AGREED RECOMMENDATIONS - REVIEW OF
FINANCE**

Summary

Members are asked to consider the Action Plans setting out how the agreed recommendations from the Efficiency Improvement and Transformation (EIT) Task and Finish Review of Finance will be implemented and target dates for completion. Members should agree a suitable date to receive a Progress Report on the actions contained within.

Detail

1. The Officer's final report of the EIT Task and Finish Review of Finance was considered by Cabinet in December 2010. Cabinet accepted the recommendations contained within.
2. These are now subject to the procedure for monitoring the implementation of agreed recommendations. An Action Plan has now been drawn up and is attached at Appendix 1. This sets out how the relevant departments will be taking forward the agreed recommendations and includes target dates for completion.
3. Progress Reports will be presented to Committee on a quarterly basis.

Name of Contact Officer: Peter Mennear

Post Title: Scrutiny Officer

Telephone No. 01642 528957

Email Address: peter.mennear@stockton.gov.uk

Action Plan – Review of Finance

No.	Recommendation	Proposed Actions/Progress	Success Measures	Savings/Cost	Lead Responsibility	Finance Manager	Date
1	The Internal Audit section is reduced in size and amalgamated with the Financial Planning section.	Merger of two functions in July 2011	Continuance of current quality and outputs of both functions	£45,500 in 2011/12, £91,000* in 2012/13 *subject to JE assessment of joint section head post	Head of Finance Procurement and Performance	P Bale	
2	There is no change to the Risk Management and Insurance function at this moment in time. A further review of the function to be undertaken in 2012 when the Corporate Risk and Insurance Manager retires.	Review Risk Management & Insurance in April 2012	N/A	N/A	As above	N/A	
3	The Finance service's main focus will be strategic financial support, stewardship and direction to the Council and will rationalise routine functions which are not considered to add	A restructure of the Finance Service will be undertaken. The structure is currently being developed and consultation will start in January 2011. functions	Delivery of target financial savings. Maintenance of financial support to the Council Delivery of the Finance Service Plan, and in particular supporting the efficiency Agenda.	£276,000	G Cummings	P Dale	31 st March 2011

No.	Recommendation	Proposed Actions/Progress	Success Measures	Savings/Cost	Lead Responsibility	Finance Manager	Date
	value. The service is restructured and reduced in size to reflect standardised and simplified procedures, removal of functions, and the impact of changes associated with financial planning and the roles and responsibilities of the Head of Finance & Assets and Head of Finance, Procurement & Performance.						