

Date of Finance and Staffing PFH meeting	Agenda Item	Responsible Officer
2009		
6 October	Rural Settlement List	Alex Colyer
	Financial Position (Apr – Sep) (SMT)	Adrian Burns
	Relocation Policy	Susan Gardner Craig
	Balsham – precautionary items	Laura Lock
3 November	Integrated Business Monitoring (Apr – Sep) and Financial Update (Apr – Oct) (SMT / Cabinet)	Adrian Burns
	Revenue Collection Performance Q2	Alex Colyer
	Sickness Absence (Q2) (EMT)	Susan Gardner Craig
	Leavers (Q2) (EMT)	Susan Gardner Craig
	Staff Satisfaction Survey	Susan Gardner Craig
1 December	Financial Position (Apr – Nov) (SMT)	Adrian Burns
	Car Leases	Susan Gardner Craig
2010		
5 January	Financial Position (Apr – Dec) (SMT)	Adrian Burns
	Revenue and Capital Estimates (Cabinet)	Adrian Burns
	Review of all fees and charges for this Portfolio	Alex Colyer / Principal Solicitor/ Sid Webb
2 February	Integrated Business Monitoring (Apr – Dec) and Financial Update (Apr – Jan) (Cabinet)	Adrian Burns
	Revenue Collection Performance Q3	Alex Colyer
	Sickness Absence (Q3) (EMT)	Susan Gardner Craig
	Leavers (Q3) (EMT)	Susan Gardner Craig

2 March	Treasury Management Update (Cabinet) Finance and Support Services service plan (SMT) Financial Position (Apr – Feb) (SMT)	Adrian Burns Alex Colyer Adrian Burns
6 April	Financial Position (Apr – Mar) (SMT)	Adrian Burns
4 May	Revenue Collection Performance Q4 Sickness Absence (Q4) (EMT) Leavers (Q4) (EMT)	Alex Colyer Susan Gardner Craig Susan Gardner Craig