

ST IVES TOWN COUNCIL: FINANCE & GENERAL PURPOSES COMMITTEE WORK PROGRAMME 2022-23

Finance & General Purposes Committee

REF	ACTION	TARGET DATE	PROGRESS	LEAD	STATUS
F&GP1	IT strategy - Cloud based systems Implement the IT strategy including a review of all systems and infrastructure and implement recommendations to replace the server with cloud based systems	May 2022	Research on options is complete and a recommendation to this Committee for the new Scribe software to be authorised to replace the current accounting software. Migration is being actioned in May following year end	RFO Chairman of F&GP	Green
F&GP3	3 Year Budget Forecasting	Sept 2022	All detail for future year income and expenditure from works and projects to be fed into a 3 year budget to provide a clearer financial vision.	RFO, Chair & Town Clerk	Amber
F&GP4	Review of contracts Complete a full review of all services delivered under contract (office systems, security and fire, energy contracts , maintenance) in order to assess VFM. Explore scope to introduce procurement frameworks to address VFM	Mar 2023	Contract review commencing by compiling a list of all contracted services	RFO and service managers	Amber
F&GP5	Quality and Improvement Implement a range of measures to promote quality and improvement, including Local councils award scheme Peer review / benchmarking with local councils Complete set of written financial procedures	Mar 2023	Council award scheme application due to be submitted by the May deadline Early discussions with other towns Financial procedures review in individual work programmes	Town Clerk / RFO	Amber
F&GP6	Charitable Trust Support Implement the management agreement for Craze Hunkin trust and develop a full range of systems and processes to ensure governance arrangements in place for charitable trusts	Mar 2023	New trustees being recruited Management agreement drawn up Staff roles and training needs being identified	RFO/ Chairman	Amber

F&GP7	Devolution Undertake and authorise all necessary property or contract matters arising from the progress of the Devolution process	Mar 2023	Progress is awaited from Cornwall Council	Town Clerk/Committee	Amber
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