

Finance and Resources Committee 20 November 2012

Actions list

Executive summary and recommendations

Attached is an actions list as agreed at the last public meeting of this committee.

Decision

The Committee is requested to note the document. No decision is required.

Background information

Please refer to individual papers and minutes for the background to decisions.

Resource implications

None

Financial implications

None.

Appendices

None.

Date of paper

27 September 2012

Action points

Finance and Resources Committee

11 September 2012 – public meeting

	Action point (and location in the minutes)	For the attention of/ Comment on progress
1	<p>Purchase order/invoice signatory list and bank mandate - Committee agreed to:</p> <p>(1) approve the additional posts in the purchase order/invoice signatory list, subject to an amendment to clarify the statement at the bottom of the list;</p> <p>(2) approve the overtime/staff expense signatories; and</p> <p>(3) approve the revised bank mandate.</p> <p>(12.6)</p>	<p>Tim Moore (by 11 September 2012).</p> <p>Completed.</p>
2	<p>Policy for travel by air:</p> <p>Committee agreed to recommend the policy to the Council for approval, subject to an amendment.</p> <p>(13.5)</p>	<p>Marc Seale (by 18 September 2012).</p> <p>Completed. The policy was approved by the Council on 18 September 2012.</p>

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2012-09-27	a	F&R	PPR	Executive summary action points list private meeting Finance and Resources Committee November 2012	Final DD: None	Public RD: None