

SBU Finance Committee – Work Plan 2014

Category	Actions
1. Routine	<ul style="list-style-type: none"> • Provide financial updates to Council. • Establish routine with Treasurer. • Prepare draft budget in Jan/Feb of each year and then present final budget to new Council following AGM. • Liaise with each Committee during Nov/Dec in order to identify budget requirements.
2. Current/this year	<ul style="list-style-type: none"> • Review honoraria - Need input from Council on principles to use • Liaise with each Committee during Nov/Dec to identify extent of activity for each role • Monitor income/ expenditure [particularly costs of IT projects & membership income] • Regular report on MP secretary costs. • Present options to Council when numbers on membership income and Mempad costs are confirmed.
3. Medium/longer term objectives	<ul style="list-style-type: none"> • Complete 'zero-based' budget review. FC needs to start on this in Autumn 2014 • Work with each committee to look at how their activities feed into budget. • Ensure that all committees are aware of budget, costs etc

Chair: Fiona Greenwood