

PORT BOARD

7th July 2011

PORT BOARD REPORTING SCHEDULE

JOINT REPORT OF THE PORT DIRECTOR AND EXECUTIVE DIRECTOR OF COMMERCIAL AND CORPORATE SERVICES

1 Purpose of the Report

- 1.1 The purpose of the report is to seek approval from the Board to the proposed reports that will be presented at future Board meetings.

2 Reporting Proposal

- 2.1 The reporting arrangements to the Board have been subject to ongoing development over the last year. In order to continue to provide greater visibility of financial information and increase the Board's involvement in the budget planning process and the development of the Port's Business Plan, it is proposed that the following information is provided to the Board at the remaining scheduled meetings during this year.

Meeting	Proposed Papers
15/09/2011	Financial and Trading Position Period 4
20/10/2011	Draft Budget 2012/2013 for consideration Business Plan Review Financial and Trading Position Period 6
01/12/2011	Financial and Trading Position Period 7
12/01/2012	Draft budget 2012/2013 for final approval by the Board to be recommended to council for approval Business Plan and Strategic Direction

	Financial and Trading Position Period 8
23/02/2012	Financial and Trading Position Period 10
19/04/2012	Financial and Trading Position Period 11

3. **Recommendations**

- 3.1 The Board is asked to note and agree to receive the reports in accordance with the schedule set out in paragraph 2.1.