

## Policy & Resources Committee Work Plan

### Purpose:

This report provides a summary of reports that are due on the Forward Plan over the next 12 months for the Policy & Resources Committee.

### Recommendation:

1. That members note the schedule of reports.

19/02/2015	<b>Finance Quarterly Monitoring Report Q3</b>	To inform Members of the budget status for both revenue and capital from April - December 2014 To request approval for any amendments to the Capital Investment Programme To update Members on Treasury Management performance for the period April - December 2014	Bircumshaw, Tracey
	<b>Medium Term Financial Plan (MTFP)</b>	To: 1. Set the future direction for the Councils finances 2. Approve Council Tax requirement and precepts 3. Set the Capital and Revenue Budget 4. Set Fees and Charges 5. Approve the Treasury Management Strategy including prudential indicators	Stone, Russell
	<b>Grievance Procedure Review</b>	To agree the reviewed Grievance Procedure for staff	Emma Redwood
	<b>Policy review - Induction &amp; Probation</b>	To update and agree the Induction and Probation policy	Emma Redwood
	<b>Policy Review - Travel Policy</b>	To review, update and agree the Travel Policy	Emma Redwood
	<b>Entrepreneurial Framework and Commercial Plan</b>	To agree a framework for revising the Commercial Strategy for WLDC	Penny Sharp
	<b>Fire Policy</b>	To review the procedures and produce a Fire Policy to ensure safety of employees, partners and visitors to WLDC premises	Allen, Chris
	<b>Selective Licensing - Gainsborough South West Ward</b>	To provide committee with consultation feedback and option proposals for the selective licensing scheme.	Gray, Andy
	<b>Acquisitions and Disposals Quarterly Update</b>	To update Committee on any acquisitions or disposals in the preceding 3 months	Penny Sharp
	<b>Council Tax and Business Rates Write offs</b>	To consider uncollectable debts for write off  Alison as discussed on Friday 2/1	Alison McCulloch

	<b>Revised Committee Timetable (15/16)</b>	To receive a revised version of the committee timetable that has been redrafted to better suit the statutory business of the Council such as budget setting, the AGS and progress and delivery.	Alan Robinson
	<b>Investment Policy and Strategy</b>	To go alongside the MTFP	Penny Sharp
	<b>Commercial Strategy First Draft</b>	CLT requested first draft of Commercial Strategy to come to the February meeting	Penny Sharp
<b>16/04/2015</b>	<b>Home Working Policy Review - staff policy</b>	To review the Homeworking Policy and introduce a new Agile working policy which incorporates Homeworking in it	Emma Redwood
	<b>Policy review - Drugs and Alcohol</b>	To update and agree the Drugs and Alcohol policy for staff	Emma Redwood
	<b>Driving Policy</b>	To review the driving procedures and produce a Driving Policy	Allen, Chris
	<b>Gainsborough Car Parking</b>	To agree approach to public car parking in Gainsborough and future involvement with Beaumont Street Car Park	Penny Sharp