

## Forward Plan for all Committees



### Purpose:

This report provides a summary of reports that are on the Forward Plan over the next 12 months that the Challenge & Improvement Committee may wish to consider.

### Recommendation:

1. That members consider the schedule of reports and determine whether or not they should be brought to Challenge & Improvement prior to committee consideration.

Row Labels	Purpose of the report	Lead Officer	P&R	PC	L&R	G&A	Council
<b>All Forward Plan Items that are Active</b>							
Active/Closed	(Multiple Items)						
<b>Constitution Review</b>	<b>to present the annual review of the Constitution</b>	Coughlan, Katie	-	-	-	09/04/2015	-
<b>Empty Homes - Shared Ownership Scheme</b>	<b>To present proposals around a shared ownership scheme for houses brought back into use through the Councils Empty Homes Project.</b>  <b>Decision to be made as to whether to pursue this idea and if so the timeline.</b>	Sharp, Penny	16/04/2015	24/03/2015	-	-	-
<b>Finance Quarterly Monitoring Report Q3</b>	<b>To inform Members of the budget status for both revenue and capital from April - December 2014</b> <b>To request approval for any amendments to the Capital Investment Programme</b> <b>To update Members on Treasury Management performance for the period April - December 2014</b>	Bircumshaw, Tracey	19/02/2015	-	-	-	-
<b>Gainsborough Gateway</b>	<b>to brief members on the opportunity to assemble a large regeneration site in the SWW and seek agreement to proceed.</b>	Ethelstone, Nick	15/01/2015	-	-	-	-
<b>Home Working Policy Review - staff policy</b>	<b>To review the Homeworking Policy and introduce a new Agile working policy which incorporates Homeworking in it</b>	Redwood, Emma	16/04/2015	(blank)	(blank)	(blank)	(blank)
<b>Internal Audit Progress Report</b>	<b>To present to members the progress of the Internal Audit plan</b>	O'Shaughnessy, James	(blank)	(blank)	(blank)	08/01/2015	(blank)

	<b>Land &amp; Property Nettleton</b>	Gateway 2 report setting out the development potential of an area of land in Nettleton. there are two elements to the report - purchasing a small area of land from the parish council to increase the size of the development and agreeing to further investigate direct development of the site through an existing developer framework.	Ethelstone, Nick	19/02/2015	-	-	-	-
	<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	19/02/2015	03/02/2015	(blank)	(blank)	02/03/2015
	<b>Members' Allowances</b>	Recommendations from the Remuneration Panel to set the level of Members' Allowances for 2015-16	Rossington, Anne	-	-	-	-	26/01/2015
	<b>Park Homes Licensing Fees and Charges</b>	To provide elected members with information in regards to the newly proposed policy, which introduces license charges for park homes.	Riddell, Joanna	-	16/12/2014	-	-	26/01/2015
	<b>Social Value Act</b>	This report is being delivered to give Members more information about the Social Value Act particularly in relation to the use of Social Enterprise.	Riddell, Joanna	(blank)	24/03/2015	(blank)	(blank)	(blank)
	<b>South West Ward</b>	Manjeet has asked for an additional report to be added to the Forward Plan to go with the same timescales as your update on ASB in WL. South West Ward – on neighbourhood management arrangements as agreed with MG on flipchart with cllrs and police commissioner. If you don't understand, MG says pop and have a word.	Riddell, Joanna	(blank)	16/12/2014	(blank)	(blank)	(blank)
	<b>Treasury Management Strategy</b>	to present the draft strategy for scrutiny	Stone, Russell	-	-	-	08/01/2015	-
	<b>Quickline Business Plan / Payments</b>	to update cttee on progress made in respect of payments under this arrangement	Stone, Russell	-	-	-	08/01/2015	-
		to update cttee on progress made and payments made under this arrangement	Stone, Russell	-	-	-	09/04/2015	-

	<b>AGS Action Plan Progress Report</b>	to report on progress against the achieved plan	O'Shaughnessy, James	-	-	-	08/01/2015	-
		to present progress against the agreed plan	O'Shaughnessy, James	-	-	-	09/04/2015	-
	<b>Draft Audit Charter</b>	to present the draft charter	O'Shaughnessy, James	-	-	-	26/02/2015	-
	<b>external audit plan 13/14</b>	to present the external audit plan	Stone, Russell	-	-	-	09/04/2015	-
	<b>Internal Audit Plan</b>	to present the internal audit plan	Stone, Russell	-	-	-	09/04/2015	-
	<b>internal audit quarter report</b>	to present progress against the agreed plan	Stone, Russell	-	-	-	09/04/2015	-
	<b>certification of grants and claims</b>	to present the report	Stone, Russell	-	-	-	09/04/2015	-
	<b>Minerva - effectiveness and appropriateness</b>	To review the use of Minerva as requested by GA Cttee at its meeting in June	Stone, Russell	-	-	-	26/02/2015	-
	<b>closure report on p and d working group</b>	to present the closure report following the work of the p and d working group	O'Shaughnessy, James	15/01/2015	-	-	-	-
	<b>Community Grants</b>	This report has been produced to provide members with the current position regarding grants and provides options for future service delivery.	Riddell, Joanna	-	16/12/2014	-	-	-
	<b>Gainsborough Market Review</b>	This report provides members with details regarding a vision, objectives and action plan for the market.	Riddell, Joanna	-	24/03/2015	-	-	-
	<b>Induction Plan for May 15</b>	to present a proposed induction plan for new members elected in May 15 and re-training plan for returning Members	Robinson, Alan	-	-	-	26/02/2015	-
	<b>Changes to the Constitution - discussion item</b>	discussion item to act as an opportunity for G and A cttee to inform the work of the annual review of the constitution. Opportunity to gauge members feelings potential requirements	Robinson, Alan	-	-	-	08/01/2015	-
	<b>Grievance Procedure Review</b>	To agree the reviewed Grievance Procedure for staff	Redwood, Emma	15/01/2015	-	-	-	-
	<b>Policy review - Drugs and Alcohol</b>	To update and agree the Drugs and Alcohol policy for staff	Redwood, Emma	16/04/2015	-	-	-	-
	<b>Policy review - Induction &amp; Probation</b>	To update and agree the Induction and Probation policy	Redwood, Emma	19/02/2015	-	-	-	-
	<b>Policy Review - Travel Policy</b>	To review, update and agree the Travel Policy	Redwood, Emma	19/02/2015	-	-	-	-
	<b>Entrepreneurial Framework and Commercial Plan</b>	To agree a framework for revising the Commercial Strategy for WLDC	Sharp, Penny	19/02/2015	03/02/2015	-	(blank)	-

	<b>Half Year Health and Wellbeing Activity Update</b>	The report will give an update of activity contributing to health improvement locally for the first half of 2014/15 (April - September)	Allen, Chris	-	16/12/2014	-	-	-
	<b>Driving Policy</b>	To review the driving procedures and produce a Driving Policy	Allen, Chris	19/02/2015	-	-	-	-
	<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	19/02/2015	-	-	-	-
	<b>Local Council Tax Support Scheme 2015/16</b>	To set the local council tax support scheme for 2015/16	Robinson, Alan	15/01/2015	-	-	-	26/01/2015
	<b>Section 13A of Local Government Finance Act 1992</b>	To seek clarity for determining whether a reduction in council tax should be granted in the case of individual applications	Robinson, Alan	15/01/2015	-	-	-	26/01/2015
	<b>Committee Timetable 16-17</b>	To set the Committee dates for the 2016-17 Civic Year  Chair's briefing, CMT and LP dates to be entered nearer the time once available.	Lilley, Dinah	11/06/2015	-	-	-	-
	<b>Food and Health and Safety plan 2015/16</b>	To present the food and health and safety plan 2015/16	Allen, Chris	-	02/06/2015	-	-	-
	<b>Selective Licensing - Gainsborough South West Ward</b>	To provide committee with consultation feedback and option proposals for the selective licensing scheme.	Gray, Andy	19/02/2015	16/12/2014	-	-	02/03/2015
	<b>Safeguarding - Six Month Review</b>	To present to members an update on the Council's Safeguarding policy and analysis of the demands received	Howard, Michelle	-	03/02/2015	-	-	-
	<b>Combined Assurance Report 2014/15</b>	To present the findings of governance scrutiny and assurance levels across the main functions and processes within the Council	O'Shaughnessy, James	-	-	-	26/02/2015	-
	<b>DFG and Independent Living Update</b>	To provide elected members with an update on DFG delivery and progress since the service was returned in house from April 2014.	Gray, Andy	15/01/2015	16/12/2014	-	-	-
	<b>Hemswell Cliff Site Masterplan</b>	To seek approval to undertake a Masterplan study for the Hemswell Cliff area, including the existing former MoD site (residential and business parks) as well as the surrounding land up to Caenby Corner	Walker, Joanna	-	16/12/2014	-	-	-
	<b>Acquisitions and Disposals Quarterly Update</b>	To update Committee on any acquisitions and disposals in the preceding 3 months	Sharp, Penny	11/06/2015	-	-	-	-

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	<b>Gainsborough Car Parking</b>	To agree approach to public car parking in Gainsborough and future involvement with Beaumont Street Car Park	Sharp, Penny	19/02/2015	03/02/2015	-	-	-
	<b>Housing Zone Expression of Interest</b>	To brief members on the Housing Zone expression of interest which has been submitted to DCLG.	Ethelstone, Nick	-	16/12/2014	-	-	-
	<b>Health Champion Annual Report</b>	to outline the work undertaken by the Member Champion for Health during the civic year	Robinson, Alan	-	02/06/2015	-	-	-
	<b>Review of Acis Provision</b>	To feedback the views gained from residents and to outline the options going forward	Robinson, Alan	-	03/02/2015	-	-	-
	<b>STRATEGIC RISKS</b>	To present the current strategic risk Register to Cttee	O'Shaughnessy, James	-	-	-	08/01/2015	-
	<b>Lincolnshire Sport:Annual Delivery Report 2014/15</b>	As subscribing members of Lincolnshire Sport, this report will provide members with a progress and delivery report for 2014/15 on events and activities delivered by LS within Lincolnshire and West Lindsey	Allen, Chris	-	02/06/2015	(blank)	(blank)	(blank)
	<b>Council Tax and Business Rates Write offs</b>	To consider uncollectable debts for write off	Alan Robinson	19/02/2015	-	-	-	-
	<b>Working Group for Leisure, Culture and Tourism</b>	To request that 3 Members of Prosperous Communities are nominated to sit on a task and finish group to work with Officers to look at leisure, culture, events and tourism	Whitfield, Karen	-	16/12/2014	-	-	-
	<b>Lease Management Policy</b>	To propose a Lease Management Policy to guide the management of Council assets	Penny Sharp	15/01/2015	-	-	-	-
	<b>Fees and Charges 2015/16</b>	For PC and P&R Committee to agree their Fees and Charges 2015/16	Bircumshaw, Tracey	15/01/2015	16/12/2014	-	-	-
	<b>Progress and Delivery - Period 2 (Serv &amp; Projs)</b>	to present results for the second reporting period	Sturgess, Mark	15/01/2015	03/02/2015	-	-	-
	<b>Progress and Delivery (Projs &amp; Servs)- Period 3</b>	to present the year end data	Sturgess, Mark	11/06/2015	02/06/2015	-	-	-
	<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.	Robinson, Alan	19/02/2015	-	-	-	-

	<b>Investment Policy and Strategy</b>	<b>To go alongside the MTFP</b>	Sharp, Penny	19/02/2015	-	-	-	-
	<b>motion from council 10 nov - re rural transport</b>	<b>to consider the motion referred from council on 10 November 2014 regarding rural transport copy of the motion is attached to this forward plan entry.</b>	Sturgess, Mark	-	03/02/2015	-	-	-
	<b>Grand Total</b>							