

## FORWARD PLAN FOR ALL COMMITTEES – AS AT 14 DECEMBER 2015

## PAPER E

Title	Lead Officer	Purpose of the report	C&I	Council	G&A	P&R	L&R	JSCC	PC
Absence Update	Emma Redwood	to update cttee on current absence levels and trends	-	-	-	-	-	18/01/2016	-
annual review of the constitution	Alan Robinson	to present the draft revised constitution in advance of it been presented to ann council for approval	-	-	14/04/2016	-	-	-	-
Budget Monitoring Report - Period 3	Tracey Bircumshaw	to present budget monitoring information as at the end of period 3	-	-	-	11/02/2016	-	-	-
budget monitoring report - period 4 - outturn	Tracey Bircumshaw	to present the outturn position	-	-	-	12/05/2016	-	-	-
certification of Grants and Claims (external audit)	Tracey Bircumshaw	to present the external audit .....	-	-	17/03/2016	-	-	-	-
Collection Fund - Council Tax Surplus and Council Tax Base	Tracey Bircumshaw	the report sets out the declaration of the estimated surplus on the Council's Collection Fund relating to council tax at the end of March 2016. report also sets out council tax base calculation for 16/17	-	25/01/2016	-	14/01/2016	-	-	-
Combined Assurance report (internal audit)	James O'Shaughnessy	to present the combined assurance report	-	-	17/03/2016	-	-	-	-
Commercial Plan - Progress Update & Delivery Prog	Penny Sharp	To provide members with an update on the council's commercial activities	-	03/03/2016	-	27/10/2015	-	-	-
Corporate Plan Refresh	Manjeet Gill	to present the refreshed corporate plan	-	03/03/2016	-	11/02/2016	-	-	02/02/2016
Draft Treasury Management Strategy	Tracey Bircumshaw	to present the draft strategy for scrutiny purposes	-	-	19/01/2016	-	-	-	-
Driving Policy	Kim Leith	To review the driving procedures and produce a Driving Policy	-	-	-	17/12/2015	-	25/11/2015	-
extrenal audit plan (external audit)	Ian Knowles	to present the external audit plan for 16/17 and associated fees	-	-	14/04/2016	-	-	-	-
Fees and Charges	Tracey Bircumshaw	to present the proposed fees and charges for 16/17	-	-	-	17/12/2015	-	-	08/12/2015
Home Working Policy Review - staff policy (introduce new Agile policy)	Emma Redwood	To review the Homeworking Policy	(blank)	(blank)	(blank)	11/02/2016	(blank)	18/01/2016	(blank)

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Internal Audit Plan - Monitoring Report 3 (lisa mckenzie)	James O'Shaughnessy	to present progress against the agreed internal audit plan up until the end of period 3	-	-	19/01/2016	-	-	-	-
Internal Audit Plan 16/17	James O'Shaughnessy	to present the internal audit plan for 16/17	-	-	17/03/2016	-	-	-	-
MTFP	Tracey Bircumshaw	To present the draft MTFP	-	03/03/2016	-	11/02/2016	-	-	-
NNDR Write Offs	Alison McCulloch	exempt report writing off nndr accounts which can not be recovered	-	-	-	14/01/2016	-	-	-
Policy Review - Travel Policy	Emma Redwood	To review, update and agree the Travel Policy	-	-	-	12/05/2016	-	31/03/2016	-
Progress and Delivery - projects and Services - period 3	Ian Knowles	to present monitoring information up until the end of period 3	22/02/2016	-	-	11/02/2016	-	-	02/02/2016
progress and Delivery - projects and Services - Period 4	Ian Knowles	monitoring report to present progress made as at the end of the financial year	23/05/2016	-	-	12/05/2016	-	-	03/05/2016
Q4 IA Report (Year End) Lisa Mackenzie	James O'Shaughnessy	Year end audit report	-	-	14/04/2016	-	-	-	-
Quickline Monitoring report - period 3	Tracey Bircumshaw	exempt monitoring report to assess progress against the agreed business loan	-	-	19/01/2016	-	-	-	-
Quickline Monitoring Report - period 4	Tracey Bircumshaw	exempt monitoring report to assess progress against the agreed loan as the end of period 4	-	-	14/04/2016	-	-	-	-
revenue base budgets 16/17 onwards	Tracey Bircumshaw	to present the proposed revenue base budgets	-	03/03/2016	-	11/02/2016	-	-	02/02/2016
Strategic Review of Car Parking	Penny Sharp	To agree approach to public car parking across West Lindsey district.  CLT 21/09 229. STRATEGIC REVIEW OF CAR PARKING (PAPER B) AGREED that the report be resubmitted to CLT on 2nd October following input from Members at the 28th September workshop.	13/10/2015	-	-	17/12/2015	-	-	08/12/2015
Strategic Risks		To Present the 6monthly position on Strategic Risks	-	-	19/01/2016	-	-	-	-

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treasury management monitoring report - period 3	Tracey Bircumshaw	to present monitoring information as at the end of period 3	-	-	-	11/02/2016	-	-	-
treasury management monitoring report - period 4 outturn	Tracey Bircumshaw	monitoring report presenting the outturn position	-	-	-	12/05/2016	-	-	-
Convictions Policy	Phil Hinch	to review and update the convictions policy relating to Taxi Licensing	-	-	-	-	15/12/2015	-	02/02/2016
Local Council Tax Support	Alison McCulloch	to agree the local council tax support scheme for WLDC for 16/17	-	25/01/2016	-	14/01/2016	-	-	-
approval of draft charging schedule	Mark Sturgess	to agree the charging schedule (local plan relates)	-	-	-	-	-	-	02/02/2016
verbal - Boundary Commission Consultation Update	Alan Robinson	to update cttee on the boundary commission consultation	-	-	19/01/2016	-	-	-	-
PUBLIC BODY SCRUTINY - ATTENDANCE BY CCG	Penny Sharp	OFFICERS FROM ccg TO BE IN ATTENDANCE tbc	22/12/2015	-	-	-	-	-	-
revised risk management strategy	James O'Shaughnessy	to present the revised risk management	-	-	19/01/2016	-	-	-	-
Review of Market Operations	Mark Sturgess	options paper to review the future of the market	05/04/2016	-	-	12/05/2016	-	-	03/05/2016
Final Draft CIL Charging Schedule	Eve Fawcett-Moralee	to allow cttee to make a formal consultation response during the 2nd round of consultation	-	-	-	-	-	-	02/02/2016
democracy working group - 6 month update report	Anne Rossington	to provide c and i cttee with an update on the work undertaken by the Group over the last 6 months	05/04/2016	-	-	-	-	-	-
recommendations from the SWW Working Group	Mark Sturgess	to bring together the conclusions of the work undertaken by the Group and to consider their recommendations on how the council and partner agencies can better work together  please note timescale for report may change. group as yet have not agreed its timescales (15/9/15 kjc)	05/04/2016	-	-	-	-	-	03/05/2016
Amendments to CPR's & FPR's	Anna Grieve	Amendment to the constitution re Public Contract Regulations 2015	-	-	19/01/2016	-	-	-	-
Members Allowances	Alan Robinson	discussion Item to inform the work of the Remuneration Panel in advance of them making recommendations to Council	-	25/01/2016	17/09/2015	-	-	-	-
AGS 14/15 Monitoring report - period 1	James O'Shaughnessy	to assess progress against the agreed action plan as at the end of period 1	-	-	19/01/2016	-	-	-	-



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		priorities to prevent and tackle homelessness across Lincolnshire.							
submission version of the Local Plan	Mark Sturgess	to receive the submission version of the document (Mark please add detail )	-	-	-	-	-	-	03/05/2016
Annual Governance Statement 2015/16	James O'Shaughnessy	To present to Members the Council's AGS for 2015/16	-	-	26/07/2016	-	-	-	-
AGS 14/15 Monitoring Report period 3	James O'Shaughnessy	to present monitoring information to assess progress against the agreed action plan as at the end of period 3	-	-	26/07/2016	-	-	-	-
Investment Proposals for Gainsborough	Eve Fawcett-Moralee	Approve Investment plans for Gainsborough and related financial implications	-	-	-	11/02/2016	-	-	02/02/2016
Public Space Protection Order Application Enderby	Kathryn Hearn	To ask members to make a PSPO to gate a footpath in Gainsborough, for the purpose of stopping and preventing crime and anti-social behaviour facilitated by the footpath,as advised in the report documentation. This will be based on the recommendations and findings from consultation and research. This is currently out for consultation closing 15th January. if consultation does not support making the order this item will be removed from the forward plan.	-	-	-	-	15/03/2016	-	-