

Corporate 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 Corporate Policy & Resources Committee.

Recommendation:

1. That members note the schedule of reports.

Date	Title	Lead Officer	Purpose of the report
27/10/2015	Annual Health and Safety report	Kim Leith	To provide an update on health and safety within the authority
	Progress and Delivery - Projects and Services - Period 2	Mark Sturgess	to present monitoring information up until the end of period 2 .
	Treasury Management Monitoring - Period 2	Tracey Bircumshaw	to present the treasury management activity up until the end of period 2 .
	Budget Monitoring Pd 2 and Mid Year Treasury Repor	Tracey Bircumshaw	to present the budget monitoring information for period 2
10/11/2015	IT Strategy and Action Plan	Ian Knowles	As per CLT Min 33/15
	Strategic Review of Car Parking	Penny Sharp	To agree approach to public car parking in Gainsborough and future involvement with Beaumont Street Car Park
	Committee Timetable 16-17	Dinah Lilley	To set the Committee dates for the 2016-17 Civic Year
	New Information Policy - Bring Your Own Device	Steve Anderson	Chair's briefing, CMT and LP dates to be entered nearer the time once available. To introduce a "Bring Your Own Device" Policy as recommended by the Mobile Device Audit - 2015.
17/12/2015	Driving Policy	Kim Leith	To review the driving procedures and produce a Driving Policy
	Fees and Charges	Tracey Bircumshaw	to present the proposed fees and charges for 16/17
	Home Working Policy Review - staff policy (introduce new Agile policy)	Emma Redwood	To review the Homeworking Policy and introduce a new Agile working policy which incorporates Homeworking in it
	Policy Review - Travel Policy	Emma Redwood	To review, update and agree the Travel Policy
14/01/2016	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

	Corporate Plan Refresh	Manjeet Gill	to present the refreshed corporate plan
	NNDR Write Offs	Alison McCulloch	exempt report writing off nndr accounts which can not be recovered
11/02/2016	Budget Monitoring Report - Period 3	Tracey Bircumshaw	to present budget monitoring information as at the end of period 3
	MTFP	Tracey Bircumshaw	To present the draft MTFP
	Progress and Delivery - projects and Services - period 3	Mark Sturgess	to present monitoring information up until the end of period 3
	revenue base budgets 16/17 onwards	Tracey Bircumshaw	to present the proposed revenue base budgets
	treasury management monitoring report - period 3	Tracey Bircumshaw	to present monitoring information as at the end of period 3
12/05/2016	budget monitoring report - period 4 - outturn	Tracey Bircumshaw	to present the outturn position
	progress and Delivery - projects and Services - Period 4	Mark Sturgess	monitoring report to present progress made as at the end of the financial year
	treasury management monitoring report - period 4 outturn	Tracey Bircumshaw	monitoring report presenting the outturn position
	Review of Market Operations	Mark Sturgess	options paper to review the future of the market