

FORWARD PLAN FOR ALL COMMITTEES

Title	Lead Officer	Purpose of the report	C&I	Other C'tee	Decision Maker
OVERVIEW AND SCRUTINY					
25 JUNE 2019					
Voice of the Customer Annual Report	Natalie Kostiuk	Customer Experience Annual Report. To provide Members with the annual update from the Customer Experience Officer regarding comments, complaints and compliments.			Overview and Scrutiny Committee 25/06/19
Challenge & Improvement Operating Methodology	Mark Sturgess	To review, amend and approve the committee operating methodology			Overview and Scrutiny Committee 25/06/19
Progress and Delivery Report - Period 4 2018/19	Mark Sturgess	To present performance of the Council's key services against agreed performance measures and indicate where improvements should be made, having regard to the remedial action set out in the report.			Overview and Scrutiny Committee 25/06/19
3 SEPTEMBER 2019					
Progress and Delivery Report - Period 1 2019/20	Mark Sturgess	To present performance of the Council's key services through agreed performance measures and			Overview and Scrutiny Committee

indicating areas where improvements should be made, having regard to the remedial action set out in the report.

03/09/19

12 NOVEMBER 2019

Selective Licensing Annual Update C & I

Andy Gray

Overview and Scrutiny Committee
12/11/19

Progress and Delivery Report - Period 2 2019/20

Mark Sturgess

To present performance of the Council's key services against agreed performance measures and indicate where improvements should be made, having regard to the remedial action set out in the report.

Overview and Scrutiny Committee
12/11/19

31 MARCH 2020

Progress and Delivery Report - Period 3 2019/20

Mark Sturgess

To present performance of the Council's key service against agreed performance measures and indicate where improvements should be made, having regard to the remedial action set out in the report.

Overview and Scrutiny Committee
31/03/20

CORPORATE POLICY AND RESOURCES

13 JUNE 2019

Progress and Delivery Report - Period 4 2018/19	Mark Sturgess	To present performance for the Council's key services against agreed performance measures and indicate areas where improvements should be made, having regard to remedial measures set out in the report.	Prosperous Communities Committee 04/06/19	Corporate Policy and Resources Committee 13/06/19
Annual Review of Commercial Property Investment Portfolio	Gary Reeve	To inform members of the outcome of the annual review of our Commercial Property Portfolio		Corporate Policy and Resources Committee 13/06/19
Treasury Management Annual Report 2018/19	Tracey Bircumshaw	To provide members with the annual report on treasury management performance 2018/19	Corporate Policy and Resources Committee 13/06/19	Council 01/07/19
Budget and Treasury Monitoring Final Outturn 2018/19	Tracey Bircumshaw, Sue Leversedge	report to detail final outturn position for 2018/19		Corporate Policy and Resources Committee 13/06/19
Provision of Operational Depots	Ady Selby	Current depot facilities not fit for purpose. Report considering options for future delivery to be considered at Committee		Corporate Policy and Resources Committee 13/06/19

25 JULY 2019

5-7 Market Place Refurbishment	Wendy Osgodby	The refurbishment of 5-7 Market Place, including significant structural works.		Corporate Policy and Resources Committee 25/07/19
Caistor Southdale Development	Karen Whitfield	To approve plans for GP and		Corporate Policy and Resources

		residential development		Committee 25/07/19
Roses Sports Ground - Football Foundation Application	Karen Whitfield	To request permission for the Council to be a joint applicant with the Trinity Foundation for funding		Corporate Policy and Resources Committee 13/06/19
Gainsborough Green Corridor & Riverside Walk Acquisition	Jo Walker	To seek approval to pursue the acquisition of land adjacent to the River Trent for the purposes of extending and completing the Riverside Walkway in Gainsborough. To seek approval to make a final funding bid to support the works to extend the walkway and to carry out related ecological improvements to the river corridor and nearby green spaces.		Corporate Policy and Resources Committee 25/07/19
Progress and Delivery Report - Period 1 2019/20	Mark Sturgess	This report presents performance of the Council's key services against agreed performance measures and indicates areas where improvements could be made, having regard to the remedial measures set out in the report.	Prosperous Communities Committee 16/07/19	Corporate Policy and Resources Committee 25/07/19
Budget Monitoring and Treasury Performance Period 1	Tracey Bircumshaw	To provide members with the financial and treasury performance as at May 2019		Corporate Policy and Resources Committee 25/07/19

7 NOVEMBER 2019

Progress and Delivery Report - Period 2 2019/20	Mark Sturgess	To present performance of the Council's key services against agreed performance measures and indicate where improvements should be made, having regard to the remedial action set out in the report.	Prosperous Communities Committee 22/10/19	Corporate Policy and Resources Committee 07/11/19
Proposed Fees & Charges 2020/21	Sue Leversedge	proposed fees and charges for CP		Corporate Policy and Resources Committee 07/11/19
Budget and Treasury Monitoring Mid Year Review 2019/20	Tracey Bircumshaw, Sue Leversedge	Forecast outturn position as at 30th September 19		Corporate Policy and Resources Committee 07/11/19

6 FEBRUARY 2020

Progress and Delivery Report - Period 3 2019/20	Mark Sturgess	To present performance of the Council's key services against agreed performance measures and indicate where improvements should be made, having regard to the remedial action set out in the report.	Prosperous Communities Committee 17/03/20	Corporate Policy and Resources Committee 06/02/20
Budget and Treasury Monitoring Period 3 2019/20	Tracey Bircumshaw, Sue Leversedge	forecast outturn position as at 31st December 2019		Corporate Policy and Resources Committee 06/02/20
Corporate Policy & Resources Committee Draft Budget 2020/21 & estimates to 2024/25	Sue Leversedge	draft budget for PC & CPR budgets 2020/21 - 2024/25		Corporate Policy and Resources Committee

06/02/20

9 APRIL 2020

Budget and Treasury Monitoring Period 4 2019/20	Tracey Bircumshaw, Sue Leversedge	to report final outturn position 2019/20	Corporate Policy and Resources Committee 09/04/20
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CONCURRENT

COUNCIL

GOVERNANCE AND AUDIT

18 JUNE 2019

Internal Audit Annual Report 18/19	James Welbourn	To present the yearly internal audit report to G and A committee	Governance and Audit Committee 13/05/19
Unaudited Statement of Accounts	Caroline Capon	To present the	Governance and Audit Committee 18/06/19
Cost of Consultants and Agency Workers	Tracey Bircumshaw	Annual update for Members on the expenditure incurred during 2018/19 on the engagement of consultants and agency workers.	Governance and Audit Committee 18/06/19
Draft AGS 2018/19	James O'Shaughnessy	To provide a draft version of the	Governance and Audit Committee

23 JULY 2019

Internal Audit Q1 19/20	James Welbourn	To present the update for quarter 1 to G and A committee	Governance and Audit Committee 23/07/19
Audited Statement of Accounts	Tracey Bircumshaw	To approve the Audited Statement of Accounts	Governance and Audit Committee 21/07/20
EXTERNAL AUDIT REPORT - ISA 260	Tracey Bircumshaw	External Auditor, Mazars will present their ISA260 report relating to our Statement of Accounts 2018/19	Governance and Audit Committee 21/07/20
Member Development - Annual Report	Alan Robinson	To demonstrate progress of Member Development over the previous 12 months and to set out proposals for the coming year.	Governance and Audit Committee 23/07/19
Annual Governance Statement 2017/18 Action Plan	James O'Shaughnessy	To present the updated position on the AGS 2017/18 action plan	Governance and Audit Committee 23/07/19
Annual Governance Statement 2018/19	James O'Shaughnessy	To present the Council's Annual Governance Statement and Action Plan for 2018/19	Governance and Audit Committee 23/07/19

15 OCTOBER 2019

Internal Audit Q2 19/20	James Welbourn	To present the update for quarter 2 to G and A committee	Governance and Audit Committee 15/10/19
Annual Fraud Report 2018/19	Tracey Bircumshaw	To present details of the work	Governance and

undertaken in countering fraud and to report on any instances of fraud identified

Audit Committee
15/10/19

14 JANUARY 2020

Internal Audit Q3 19/20	James Welbourn	To present the update for quarter 3 to G and A committee	Governance and Audit Committee 14/01/20
Internal Audit Draft Annual Plan Report 2020/21	James Welbourn	To present to members the draft annual internal audit plan based on assurance mapping and risk assessments across the Council's critical services.	Governance and Audit Committee 14/01/20
Certification of Grants and Returns	Tracey Bircumshaw	To present the outcome of the External Audit of Grant Claims and returns	Governance and Audit Committee 14/01/20
Draft Treasury Management Strategy	Tracey Bircumshaw	To provide members with the opportunity to review the Strategy and to provide assurance prior to recommending to Council for approval.	Governance and Audit Committee 14/01/20

14 APRIL 2020

Internal Audit Q4 19/20	James Welbourn	To present the update for quarter 4 to G and A committee	Governance and Audit Committee 14/04/20
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JOINT STAFF CONSULTATIVE

4 JULY 2019

Review of Safeguarding Procedure	Rachel Parkin	Changes to the safeguarding procedure for staff to ensure the process is correct and responsibilities for staff are clear.	Joint Staff Consultative Committee 04/07/19
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LICENSING

PROSPEROUS COMMUNITIES

4 JUNE 2019

Appointment of Member Champions	Katie Coughlan	The annual appointment of Member Champions. I haven't inputted Management Team for now as it doesn't seem to fit with the timescales for the first Prosperous of the year	Prosperous Communities Committee 04/06/19
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16 JULY 2019

Vulnerable Persons Resettlement Scheme	Rachel Parkin	To discuss the participation into the Vulnerable Persons Resettlement Scheme	Prosperous Communities Committee 16/07/19
Housing Assistance Policy Review	Andy Gray	To update the Housing Assistance Policy and amend certain criteria	Prosperous Communities Committee

		relating to specific grants.	16/07/19
Place Based Strategy	Grant White	Update on place based strategy including work in South West Ward and Hemswell Cliff.	Prosperous Communities Committee 16/07/19
10 SEPTEMBER 2019			
Parish Charter & Public Realm Proposals	Grant White	To present a new Parish Charter and proposals on public realm related actions as requested by PC Committee.	Prosperous Communities Committee 10/09/19
RAF Scampton Community Governance Review	Grant White	To present the case for initiating and completing a Community Governance Review.	Prosperous Communities Committee 10/09/19
22 OCTOBER 2019			
Consultation & Engagement Strategy	Grant White	To introduce a new corporate Consultation & Engagement strategy including equalities statement and impact assessment process.	Prosperous Communities Committee 22/10/19
3 DECEMBER 2019			
Selective Licensing - annual review	Andy Gray	To provide Committee with its annual review of the selective licensing scheme in Gainsborough South West Ward	Prosperous Communities Committee 03/12/19

Update on Gainsborough Market Ady Selby

Update on delivery of
Gainsborough Market

Prosperous
Communities
Committee
03/12/19

REGULATORY

6 JUNE 2019

Food and Health and Safety
Work Plan 2019/2020

Andy Gray

to set out how the Council delivers
official controls and fulfils its duties
under food safety, health and
safety, public health and drinking
water legislation.

Regulatory
Committee
06/06/19