

CPR Workplan to May 2020

Purpose:

This report provides a list of reports due to come to Corporate Policy and Resources Committee in the 2019/20 municipal year.

Recommendation:

1. That members note the CPR workplan for 2019/20.

Date	Title	Lead Officer	Purpose of the report
19 SEPTEMBER 2019			
19 Sep 2019	5-7 Market Place Refurbishment	Wendy Osgodby, Senior Growth Strategy & Projects Officer	The refurbishment of 5-7 Market Place, including significant structural works.
19 Sep 2019	Caistor Southdale Development	Karen Whitfield, Communities & Commercial Programme Manager	To approve plans for GP and residential development
19 Sep 2019	To introduce a Data Protection Appropriate Policy Document	Steve Anderson, Data Protection Officer	To introduce a Data Protection Appropriate Policy Document to comply with the Data Protection Act 2018
19 Sep 2019	Review of Recruitment & Selection Policy	Emma Redwood, People and Organisational Development Manager	To review the council's recruitment & selection policy and update as required
19 Sep 2019	Introduction of a Privacy Management Framework	Steve Anderson, Data Protection Officer	Introduction of a Privacy Management Framework to demonstrate compliance with the GDPR principle of accountability
7 NOVEMBER 2019			
7 Nov 2019	Progress and Delivery Report - Period 2 2019/20	Executive Director of Operations	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.

7 Nov 2019	Proposed Fees & Charges 2020/21	Sue Leversedge, Business Support Team Leader	proposed fees and charges for CP
7 Nov 2019	Budget and Treasury Monitoring Mid Year Review 2019/20	Tracey Bircumshaw, Strategic Finance and Business Support Manager, Sue Leversedge, Business Support Team Leader	Forecast outturn position as at 30th September 19
12 DECEMBER 2019			
12 Dec 2019	National Non Domestic Rates, Sundry Debtors, Council Tax and Housing Benefit Overpayments Write Offs	Alison McCulloch, Revenues Manager	Report detailing debts which are irrecoverable
20 Jan 2020	Local Council Tax Support Scheme for 2019/20	Alison McCulloch, Revenues Manager	To determine the local council tax support scheme for 2019/20
9 JANUARY 2019			
9 Jan 2020	Whistleblowing Policy	Emma Redwood, People and Organisational Development Manager	To review the council's Whistleblowing Policy
9 Jan 2020	Review of Earmarked Reserves and Revenue Grants Unapplied	Sue Leversedge, Business Support Team Leader	To consider the proposals informed through the annual review of reserves process.
6 FEBRUARY 2020			
6 Feb 2020	Corporate Policy & Resources Committee Draft Budget 2020/21 & estimates to 2024/25	Sue Leversedge, Business Support Team Leader	draft budget for PC & CPR budgets 2020/21 - 2024/25
6 Feb 2020	Progress and Delivery Report - Period 3 2019/20	Executive Director of Operations	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.

6 Feb 2020	Compassionate Leave Policy	Emma Redwood, People and Organisational Development Manager	To write a Compassionate Leave Policy for the council
6 Feb 2020	Budget and Treasury Monitoring Period 3 2019/20	Tracey Bircumshaw, Strategic Finance and Business Support Manager, Sue Leversedge, Business Support Team Leader	forecast outturn position as at 31st December 2019
9 APRIL 2020			
9 Apr 2020	Budget and Treasury Monitoring Period 4 2019/20	Tracey Bircumshaw, Strategic Finance and Business Support Manager, Sue Leversedge, Business Support Team Leader	to report final outturn position 2019/20
9 Apr 2020	Stress Management Policy	Emma Redwood, People and Organisational Development Manager	To review the council's stress management policy and update as required
9 Apr 2020	Officer Code of Conduct	Emma Redwood, People and Organisational Development Manager	To review the officer code of conduct and update as required