

Full Forward Plan 26 August

Purpose:

This report provides a summary of all reports.

Recommendation:

1. That members note the Forward Plan.

Date	Title	Lead Officer	Purpose of the report	Date First Published
CORPORATE POLICY AND RESOURCES				
17 SEPTEMBER 2020				
17 Sep 2020	Section 13A Policy	Alison McCulloch, Revenues Manager	Amendment to Section 13A policy to take into account new Covid 19 hardship reliefs paid via a grant from central government	
17 Sep 2020	BUDGET CONSULTATION 2020	Tracey Bircumshaw, Assistant Director of Finance and Property Services and Section 151 Officer	To provide members with feedback from the Budget Consultation exercise	
17 Sep 2020	Debt Management Policy	Alison McCulloch, Revenues Manager	A debt management policy to cover council tax, business rates, sundry debts and housing benefit overpayments.	
5 NOVEMBER 2020				
5 Nov 2020	Capability Policy	Emma Redwood, People and Organisational Development Manager	To review the council's capability policy and update	19 December 2019
5 Nov 2020	Caistor Southdale Development	Eve Fawcett-Moralee, Executive Director of Economic and	To approve plans for GP and residential development	01 March 2019

Commercial Growth

5 Nov 2020	Annual Review of Commercial Investment Portfolio	Gary Reeve, Property & Assets Manager	Review of performance 2019/20	
5 Nov 2020	Revised Budget 2020/21 and Mid Year Review of Medium Term Financial Plan	Tracey Bircumshaw, Assistant Director of Finance and Property Services and Section 151 Officer	In view of the significant impact of Covid-19 and recognizing a balanced budget a Revised Budget 2020/21 is proposed. A mid year review of the MTFP identifies latest forecast positions if the	
5 Nov 2020	Progress and Delivery Report; April - September 2020/21	Ellen King, Senior Performance Officer	This report presents progress against the delivery of the Council's key performance measures for the period April - September 2020/2021.	13 February 2020
5 Nov 2020	Proposed Fees and Charges 2021/22 - Corporate Policy and Resources	Sue Leversedge, Business Support Team Leader	Propose fees and charges to take effect from 1 April 2021.	
5 Nov 2020	Budget and Treasury Monitoring Period 2 2020/21	Sue Leversedge, Business Support Team Leader	this report sets out the revenue, capital and treasury management activity from 1 April 2020 to 30 September 2020	

10 DECEMBER 2020

10 Dec 2020	National Non Domestic Rates, Sundry Debtors, Council Tax and Housing Benefit Overpayment Write Offs	Alison McCulloch, Revenues Manager	Write off report for NNDR, Sundry Debtors, Council Tax and Housing Benefit Overpayments	13 February 2020
-------------	---	------------------------------------	---	------------------

11 FEBRUARY 2021

11 Feb 2021	Corporate Policy and Resources Committee Draft Budget 2021/22 and estimates to 2025/26	Sue Leversedge, Business Support Team Leader	The report sets out details of the overall Draft Revenue Budget 2021/22 including that of this Committee and those recommended by the Prosperous Communities Committee for the period 2021/22 and estimates to 2025/26 to be included in the Medium Term Financial Plan	
-------------	--	--	---	--

11 Feb 2021	Committee Timetable 2021-2022	James Welbourn, Democratic and Civic Officer	To present the timetable for the above year, taking into account public holidays.
11 Feb 2021	Budget and Treasury Monitoring Period 3 202/21	Sue Leversedge, Business Support Team Leader	this report sets out the revenue, capital and treasury management activity from 1 April 2020 to 31 December 2020

15 APRIL 2021

15 Apr 2021	Budget and Treasury Monitoring Period 4 2020/21	Sue Leversedge, Business Support Team Leader	This report sets out the revenue, capital and treasury management activity from 1 April 2020 to 31st March 2021. (Final out-turn will be reported to the next meeting)
-------------	--	--	--

COUNCIL

7 SEPTEMBER 2020

7 Sep 2020	Annual Constitution Review	Katie Storr, Senior Democratic & Civic Officer	Annual review ahead of annual council in 2020	29 July 2019
7 Sep 2020	Annual Treasury Report 2019-20	Caroline Capon, Corporate Finance Team Leader	Annual Treasury Report	
7 Sep 2020	New Fee for Community Defibrillator Scheme	Matthew Snee, Community Engagement Officer, Grant White, Enterprising Communities	To set a new fee for the Community Defibrillator Scheme.	

Manager

7 Sep 2020	Overview and Scrutiny Annual Report	Ele Snow, Democratic and Civic Officer	To present the annual report from the Overview and Scrutiny Committee for the civic year 2019/2020.	10 February 2020
------------	-------------------------------------	--	---	------------------

2 NOVEMBER 2020

2 Nov 2020	Licensing Policy Review - Approval	Andy Gray, Housing and Enforcement Manager	To seek approval for the Licensing Policy
------------	------------------------------------	--	---

25 JANUARY 2021

25 Jan 2021	Local Council Tax Support Scheme 2021/22	Alison McCulloch, Revenues Manager	The local council tax support scheme to be introduced on 1 April 2021 for the following year. This replaces the council tax benefit scheme.
-------------	--	------------------------------------	---

25 Jan 2021	Mid Year Treasury Report 2020/21	Caroline Capon, Corporate Finance Team Leader	Review of Prudential indicators as a result of revising the capital programme for 2020/21
-------------	----------------------------------	---	---

1 MARCH 2021

1 Mar 2021	Executive Business Plan and Medium Term Financial Plan 2021/22 - 2025/26 and 2021/22 Budget	Tracey Bircumshaw, Assistant Director of Finance and Property Services and Section 151 Officer	To present for consideration and scrutiny the Executive Business Plan and Medium Term Financial 2021/22 - 2025/26 and the 2021/22 Budget
------------	---	--	--

GOVERNANCE AND AUDIT

29 SEPTEMBER 2020

29 Sep 2020	Audited Statement of Accounts 2019/20	Caroline Capon, Corporate Finance Team Leader	To review and sign off the 2019/20 Statement of Accounts	19 December 2019
-------------	---------------------------------------	---	--	------------------

29 Sep 2020	Annual Governance Statement 2019/20	James O'Shaughnessy, Corporate Policy Manager	To present the Council's Annual Governance Statement for 2019/20.	14 January 2020
-------------	-------------------------------------	---	---	-----------------

& Deputy Monitoring Officer

To update progress against the Annual Governance Statement 2018/19 Action Plan.

29 Sep 2020	Six Month Review of Strategic Risks	James O'Shaughnessy, Corporate Policy Manager & Deputy Monitoring Officer	To undertake and present the six-monthly review of the Council's strategic risks.	14 January 2020
29 Sep 2020	Member Development Annual Report	Ele Snow, Democratic and Civic Officer	To provide a summary of Member Development over the previous 12 months, including progress made with the actions agreed by the Member Development Group. To review and approve the priorities for Member Development for the coming year.	13 February 2020

13 OCTOBER 2020

13 Oct 2020	LGO Annual Review Letter 2019/20 Report	Natalie Kostiuk, Customer Experience Officer	Report to explain the contents of the Local Government Ombudsman Annual Review Letter 2019/19. Covering complaints referred to the LGO, findings and any recommendations made.	
13 Oct 2020	Governance and Audit Effectiveness	James O'Shaughnessy, Corporate Policy Manager & Deputy Monitoring Officer		
13 Oct 2020	Internal Audit Report Quarter 2 20/21	James Welbourn, Democratic and Civic Officer	From Assurance Lincolnshire	13 February 2020

12 JANUARY 2021

12 Jan 2021	External Audit Strategy Memorandum (Plan) 2020/21	Caroline Capon, Corporate Finance Team	Review of External Audit plan for the Closure of the 2020/21 Accounts	
-------------	---	--	---	--

Leader

12 Jan 2021	Certification of Grants & Returns	Caroline Capon, Corporate Finance Team Leader	Review of the Certification of Grants and Returns
-------------	-----------------------------------	---	--

12 Jan 2021	Internal Audit Quarter 3 20/21 report	James Welbourn, Democratic and Civic Officer	Assurance Lincolnshire
-------------	---------------------------------------	--	------------------------

12 Jan 2021	Draft Treasury Management Strategy 2020/21	Caroline Capon, Corporate Finance Team Leader	Review of the Draft Treasury Management Strategy
-------------	--	---	---

9 MARCH 2021

9 Mar 2021	Accounts Closedown 2020/21 Accounting Matters	Caroline Capon, Corporate Finance Team Leader	Review of Accounting Policies, Key Dates and Risk
------------	--	---	--

13 APRIL 2021

13 Apr 2021	Internal Audit Quarter 4 Report	James Welbourn, Democratic and Civic Officer	Assurance Lincolnshire
-------------	---------------------------------	--	------------------------

JOINT STAFF CONSULTATIVE

3 SEPTEMBER 2020

3 Sep 2020	New Operational Depot Update	Ady Selby, Assistant Director of Commercial and Operational Services	To advise Members of the Committee of progress with the development of the new Operational Services Depot and early plans for the move to the new facility.
------------	------------------------------	--	---

LICENSING

10 SEPTEMBER 2020

10 Sep 2020	Licensing Policy Review - Consultation Approval	Andy Gray, Housing and Enforcement Manager	To seek approval to consult on the Licensing Policy
-------------	---	---	--

OVERVIEW AND SCRUTINY

6 OCTOBER 2020

6 Oct 2020	Overview and Scrutiny Draft Annual Report	Ele Snow, Democratic and Civic Officer	To present the draft annual report for Members' comment and agreement prior to submission to Annual Council	10 February 2020
6 Oct 2020	Annual Voice of the Customer Report 2019/20	Natalie Kostiuk, Customer Experience Officer	To summarise customer feedback from the year 2019/20 and analyse customer contact data to give a clear view of the voice of the customer.	
6 Oct 2020	The Work of the Trinity Arts Centre	Craig Sanders, Trinity Arts Centre Manager	A one-off report regarding the work of the Trinity Arts Centre	

PROSPEROUS COMMUNITIES

20 OCTOBER 2020

20 Oct 2020	Proposed Fees and Charges 2020/21 - Prosperous Communities	Sue Leversedge, Business Support Team Leader	Propose fees and charges to take effect from 1 April 2021.	
-------------	--	--	--	--

1 DECEMBER 2020

1 Dec 2020	Separate Paper & Card Collection	Robert Gilliot, Waste and Recycling Team Manager	To introduce a separate paper and card collection to improve the quality and quantity of materials collected. Residents receive an additional bin for paper which is collected on a monthly basis.	
1 Dec 2020	Homes for Independence Strategy	Diane Krochmal, Housing Strategy & Supply Manager	to present the countywide Homes for Independence Strategy for approval	
1 Dec 2020	Together 24 Programme	Ady Selby, Assistant Director of Commercial and Operational Services	To introduce to Members the new transformational programme, Together 24.	
1 Dec 2020	Environmental Protection Policy	Andy Gray, Housing and	policy that outlines approach to EP	

Enforcement Manager work areas

26 JANUARY 2021

26 Jan 2021	Proposed Fees and Charges 2021/22 Prosperous Communities	Sue Leversedge, Business Support Team Leader	to proposed fees and charges to take effect from 1 April 2021
26 Jan 2021	Prosperous Communities Revenue Base Budgets 2021/22 to 2025/26	Sue Leversedge, Business Support Team Leader	the report sets out details of the Committees draft revenue budget for the period 2021/22 and estimates to 2025/26.

16 MARCH 2021

16 Mar 2021	Strategic Visitor Economy Strategy	Wendy Osgodby, Senior Growth Strategy & Projects Officer	Support for the Visitor Economy is embedded within West Lindsey District Council's Corporate Plan, under the theme 'A prosperous and enterprising district' as follows: Vision: 'Creating local wealth through the visitor economy' Objectives: -Increasing number of visitors / length of stay -Increasing expenditure by visitors -Developing leisure, culture and recreational offer -Increasing the quality and number of businesses / jobs in the sector Therefore, it is clear that support for developing our Visitor Economy sits at the centre of our strategy for the future of the district.	19 December 2019
-------------	------------------------------------	--	---	------------------

REGULATORY
