

## Corporate Policy & Resources Committee Work Plan

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### 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.

<b>13/12/2018</b>	<b>Write Offs</b>	Alison McCulloch	This report details debts which are irrecoverable
	<b>Review of Discipline at Work Procedure</b>	Emma Redwood	To review and update the discipline at work procedure
	<b>Garden Waste Review</b>	Ady Selby	A report on the first year of charging for Garden waste, as requested by CPR committee in December 2017. To also include information as requested by C&I cttee in Feb 2018.
	<b>Council Tax Support Scheme</b>	Alison McCulloch	For Council to agree the Local Council Tax Support Scheme for West Lindsey DC for 2019/20.
	<b>P&amp;D Period 2 Report 2018/19</b>	Mark Sturgess	To consider the Progress and Delivery report for period 2 2018/19
	<b>ICT and Digital Strategy - 6 monthly update</b>	Michelle Carrington	At their meeting on 14 June 2018, members requested a half yearly update on the ICT and Digital Strategy.

	<b>5-7 Market Place, Gainsborough</b>	Marie Jackson	Agreement to draw funds on renovation of building to make fit-for-purpose. Discussion of Stage Two will occur at September's Portfolio Board
	<b>Managing Staff During Disruptions at Work</b>	Emma Redwood	To provide procedure for how to manage staff during disruptions at work, adverse weather, business continuity issues.
	<b>Budget consultation report for 2019/20</b>	Ian Knowles	To feedback to members on the results from the budget consultation for 2019/20 and proposals for 2020/21 consultation.
	<b>Roses Sports Ground</b>	Karen Whitfield	Members agree to a sub-lease of Roses Sports Ground by Gainsborough Town Council to the Trinity Foundation
	<b>Review of Ear-Marked Reserves</b>	Caroline Capon	Review of current Ear-Marked reserves to establish current and future requirements and close those no longer required
<b>10/01/2019</b>	<b>Gainsborough Town Centre Townscape Heritage App</b>	Wendy Osgodby	To provide an update on the application to the Heritage Lottery Fund for Townscape Heritage funding for Gainsborough Town Centre, thereby obtaining formal commitment and financial support.

	<b>Caistor Southdale Development</b>	Karen Whitfield	To agree development of Caistor Southdale site to include new GP surgery and homes in conjunction with Lace Housing
	<b>GDPR Implementation Update</b>	Steve Anderson	To provide an update on the current status of the council's GDPR implementation
	<b>Council Tax Surplus and Council Tax Base 2019/20</b>	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 2019 and how it is shared amongst the constituent precepting bodies.  It also sets out the Council tax base calculation for 2019/20. The tax base is a key component in calculating both the budget requirement and the council tax charge.
<b>07/02/2019</b>	<b>Review of Recruitment &amp; Selection Policy</b>	Emma Redwood	Review of the recruitment and selection policy
	<b>Budget and Treasury Monitoring 3</b>	Tracey Bircumshaw	To set out the revenue, capital and treasury management activity from Period 3
	<b>Base Budget 19/20</b>	Tracey Bircumshaw	To set the budget for 2019/20
	<b>Medium Term Financial Plan/Executive Business Plan</b>	Tracey Bircumshaw	The MTFP for 19/20 and Executive Business Plan
<b>11/04/2019</b>	<b>Budget and Treasury Monitoring 4</b>	Tracey Bircumshaw	To set out the revenue, capital and treasury management activity from Period 4
	<b>P&amp;D Period 3 Report 2018/19</b>	Mark Sturgess	To consider the Progress and Delivery report for period 3 of 2018/19