

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
10/01/2019	Review of Discipline at Work Procedure	Emma Redwood	To review and update the discipline at work procedure
	Council Tax Surplus and Council Tax Base 2019/20	Tracey Bircumshaw	<p>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.</p> <p>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.</p>
	New - Managing Staff During Disruptions at Work	Emma Redwood	To provide procedure for how to manage staff during disruptions at work, adverse weather, business continuity issues.

	GDPR Implementation Update	Steve Anderson	To provide an update on the current status of the council's GDPR implementation
	Review of Ear-Marked Reserves	Caroline Capon	Review of current Ear-Marked reserves to establish current and future requirements and close those no longer required
	Sundry Debt Recovery Policy & Procedures	Alison McCulloch	Updated Sundry Debt Recovery Policy & Procedures
	Review of Partnerships	Ian Knowles	To present outcomes of review of partnerships the Council is involved in
	Outcome of Enforcement Performance Workshop	Ellen King	To present the outcomes and action plan from the Enforcement and Regulatory Services Performance Workshop for information only as requested by members.
	Asset Management & Compliance Policies	Gary Reeve	To acquire approval of the new draft asset management and compliance policies

14/02/2019	GAINSBOROUGH TOWN CENTRE TOWNSCAPE HERITAGE APPLIC	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.
	Budget and Treasury Monitoring 3	Tracey Bircumshaw	To set out the revenue, capital and treasury management activity from Period 3
	Base Budget 19/20	Tracey Bircumshaw	To set the budget for 2019/20
	Medium Term Financial Plan/Executive Business Plan	Tracey Bircumshaw	The MTFP for 19/20 and Executive Business Plan
	Caistor Southdale Development	Karen Whitfield	To agree development of Caistor Southdale site to include new GP surgery and homes in conjunction with Lace Housing
	P&D Period 3 Report 2018/19	Mark Sturgess	To consider the Progress and Delivery report for period 3 of 2018/19
	5-7 Market Place, Gainsborough	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

	Gainsborough Riverside Walk Acquisition	Joanna Walker	Officers have negotiated the Heads of Terms to purchase the currently closed section of the Riverside Walk (along the existing factory and outside the Riverside Approach development). The acquisition of the land will be £30,001. However, approximately £481,000 will be required to construct a publically accessible walkway. Officers envisage to seek external funding to assist with the delivery of the Riverside Walk.
11/04/2019	Review of Recruitment & Selection Policy	Emma Redwood	Review of the recruitment and selection policy
	Budget and Treasury Monitoring 4	Tracey Bircumshaw	To set out the revenue, capital and treasury management activity from Period 4