

FORWARD PLAN FOR ALL COMMITTEES

Title	Lead Officer	Purpose of the report	Other C'tee	Decision Maker
CHALLENGE AND IMPROVEMENT				
19 FEBRUARY 2019				
Garden Waste Review	Ady Selby	Review of garden waste process in year one and decision on pricing for year two		Challenge and Improvement Committee 19/02/19
Customer First 6 month update	Michelle Carrington	To provide an update on the progress of the Customer First Programme		Challenge and Improvement Committee 19/02/19
Gainsborough Foyer re Youth Housing Provision	Ele Durrant	Invitation extended for an update regarding youth housing provision at Gainsborough Foyer		Challenge and Improvement Committee 19/02/19
2 APRIL 2019				
Presentation Item - Invite to TASL by C&I	Ele Durrant	To invite representatives from TASL to provide committee with an overview of the services provided within West Lindsey including performance figures and challenges / obstacles encountered across the district.		Challenge and Improvement Committee 02/04/19
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		Challenge and Improvement Committee 25/06/19

Challenge & Improvement Operating Methodology	Mark Sturgess	regarding comments, complaints and compliments. To review, amend and approve the committee operating methodology	Challenge and Improvement 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.	Challenge and Improvement 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 indicating areas where improvements should be made, having regard to the remedial action set out in the report.	Challenge and Improvement Committee 03/09/19
12 NOVEMBER 2019			
Selective Licensing Annual Update C & I	Andy Gray		Challenge and Improvement 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.	Challenge and Improvement 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.

Challenge and
Improvement
Committee
31/03/20

CONCURRENT MEETING OF THE PROSPEROUS COMMUNITIES AND CORPORATE POLICY AND RESOURCES COMMITTEES**28 FEBRUARY 2019**

Development Partner, Project
and Funding Strategy Update

Jo Walker

To provide a progress report on the work undertaken to date with Muse and other strategic partners in order to advance proposals for the redevelopment of identified sites which will support the overall growth and regeneration of Gainsborough.

To outline the strategy for the delivery of the proposed leisure scheme and complementary retail development within Gainsborough town centre.

To outline emerging proposals to support and accelerate the delivery of new housing in the town.

Concurrent
Meeting of the
Prosperous
Communities
and Corporate
Policy and
Resources
Committees
28/02/19

CORPORATE POLICY AND RESOURCES**14 FEBRUARY 2019**

Corporate Policy and Resources draft Budget 2019/20 and estimates to 2023/24	Tracey Bircumshaw	The report sets out details of the draft revenue budget for the period of 2019/20 and estimates to 2023/24		Corporate Policy and Resources Committee 14/02/19
Budget and Treasury Monitoring 3	Sue Leversedge	quarter 3 budget and treasury monitoring update report		Corporate Policy and Resources Committee 14/02/19
Refresh of Members' ICT Devices	James Welbourn	The provision of West Lindsey owned tablet devices		Corporate Policy and Resources Committee 14/02/19
Draft Revenue Base Budget 2019/20 and estimates to 2023/24	Sue Leversedge	The report sets out details of the Committee's draft revenue budget for 2019/20 and estimates to 2023/24		Corporate Policy and Resources Committee 14/02/19
To present Members with the Council's Value for Money Strategy and outline action plan.	James O'Shaughnessy	To present Members with the Council's Value for Money Strategy and outline action plan.		Corporate Policy and Resources Committee 14/02/19
11 APRIL 2019				
Recording of telephone calls	Lyn Marlow	Policy for the recording of telephone calls made by customers to the Council	Joint Staff Consultative Committee 28/03/19	Corporate Policy and Resources Committee 11/04/19
13 JUNE 2019				
Caistor Southdale Development	Karen Whitfield	To approve plans for GP and residential development		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		Corporate Policy and Resources Committee

		extending and completing the Riverside Walkway in Gainsborough.		13/06/19
		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.		
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
25 JULY 2019				
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
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	Prosperous Communities Committee 22/10/19	Corporate Policy and Resources Committee 07/11/19

report.

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
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COUNCIL

4 MARCH 2019

Constitution Amendments - to remove the need for Mini Meets following Annual Council	Katie Coughlan, Alan Robinson	to make minor amends to the constitution in order the mini meets to elect chairman don't have to be held after annual council and can be done as part of the full council meeting		Council 04/03/19
Corporate Plan 2019-23	James O'Shaughnessy	To present the 2019-23 Corporate Plan		Council 04/03/19
Adoption of the Cherry Willingham Neighbourhood Plan	Nev Brown	To make the Cherry Willingham Neighbourhood Plan in accordance with the Neighbourhood Planning Regulations 2012.		Council 04/03/19
Scrutiny Review	James Welbourn	To consider options for the future of Challenge and Improvement Committee moving forward.	Governance and Audit Committee 15/01/19	Council 04/03/19
Executive Business Plan and MTFP 2019/20 to 2023/24	Tracey Bircumshaw	To approve the Executive Business Plan and Budget, Council	Corporate Policy and Resources	Council 04/03/19

Committee
14/02/19

20 MAY 2019 (ANNUAL COUNCIL)

C&I Annual Report	Ele Durrant	To provide and overview of the work undertaken by the C&I Committee as constitutionally required.	Challenge and Improvement Committee 02/04/19	Council 20/05/19
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GOVERNANCE AND AUDIT

12 MARCH 2019

Accounts Closedown 2018/19- Accounting Matters	Tracey Bircumshaw	To provide the with assurance that the Closedown 2018/19 will be delivered within the statutory timetable and that they are aware of any accounting issues which will need to be addressed		Governance and Audit Committee 12/03/19
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16 APRIL 2019

Internal Audit Quarter 4 Monitoring 18/19	James Welbourn	To feedback on Quarter 4 to committee.		Governance and Audit Committee 16/04/19
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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 18/06/19
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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
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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
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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

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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PROSPEROUS COMMUNITIES**19 MARCH 2019**

Customer First 6 Month Update	Michelle Carrington	To provide an update on the progress of the Customer First Programme.	Prosperous Communities Committee 19/03/19
Integrated Lifestyle Service	Rachel Parkin	To set out proposals for WLDC to become part of a county wide consortium of District Councils to tendered for the public health contract - integrated Lifestyles	Prosperous Communities Committee 19/03/19

4 JUNE 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 04/06/19
Housing Assistance Policy	Andy Gray	To update the Housing Assistance	Prosperous

Review		Policy	Communities Committee 04/06/19
Housing Assistance Policy Review	Andy Gray	To update the Housing Assistance Policy and amend certain criteria relating to specific grants.	Prosperous Communities Committee 04/06/19
16 JULY 2019			
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
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
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