

CP&R Work Plan as at 14 July 2021

Purpose:

This report provides a summary of reports due at the Committee for the rest of the Civic Year.

Recommendation:

1. That members note the contents of the report

Date	Title	Lead Officer	Purpose of the report	Date First Published
22 JULY 2021				
17 Jun 2021	Budget Consultation 2021	Tracey Bircumshaw, Assistant Director of Finance and Property Services and Section 151 Officer	To present the proposals for the 2021 Budget consultation exercise	22 January 2021
6 Sep 2021	Annual Treasury Report	Caroline Capon, Corporate Finance Team Leader	Annual Treasury Review	22 January 2021
22 Jul 2021	Budget and Treasury Monitoring Period 1 2021/2022	Sue Leversedge, Business Support Team Leader	this report sets out the revenue, capital and treasury management activity from 1 April to 31 May 2021	09 June 2021
17 Jun 2021	Data Protection Policy	John Bingham, Assistant Data Protection and Freedom of Information Officer	Compliance with the UK GDPR is described by this policy and other relevant policies such as the Information Security Policy along with connected processes and procedures.	
22 Jul 2021	Fees Charges and Concessions Policy Review	Sue Leversedge, Business Support Team Leader	review of the fees charges and concessions policy	
22 Jul 2021	Investment Portfolio Review	Gary Reeve, Property & Assets Manager	Annual Review / Update of WLDC's Investment Portfolio	
22 Jul 2021	Freedom of Information and Environmental	John Bingham, Assistant	This Policy outlines our approach to	

	Information Policy	Data Protection and Freedom of Information Officer	responding to requests for information made under the FOIA and the EIR.	
23 SEPTEMBER 2021				
23 Sep 2021	Recovery from Covid for services plan	Ady Selby, Assistant Director of Commercial and Operational Services	Information for members regarding the delivery of the Council's services as the recovery from Covid continues	
23 Sep 2021	Saxilby Footbridge Stage One	Liz Gabey, Senior Facilities Officer, Gary Reeve, Property & Assets Manager	Stage one documentation regarding the repairs and maintenance of Saxilby Footbridge	24 March 2021
23 Sep 2021	Emergency Planning and Business Continuity Policy	Ady Selby, Assistant Director of Commercial and Operational Services	Update for Members on Emergency Planning arrangements with Lincolnshire Resilience Forum and introduction of Business Continuity Policy	09 June 2021
23 Sep 2021	Health and Safety Policy update	Emma Redwood, Assistant Director People and Democratic Services	To update the Health and Safety Policy	09 June 2021
23 Sep 2021	ICT Governance	Cliff Dean, ICT Manager	Governance arrangements for the Corporate ICT function	09 June 2021
23 Sep 2021	MSRL	Sally Grindrod-Smith, Assistant Director of Planning and Regeneration	Following July Board meeting of MSRL, loan repayment schedule and 2022/23 business plan to be presented / approved	
11 NOVEMBER 2021				
24 Jan 2022	Mid Year Treasury Report 2021-22	Caroline Capon, Corporate Finance Team Leader	Review of Prudential indicators	22 January 2021
11 Nov 2021	Progress and Delivery Quarter 2, 2021-22	Ellen King, Senior	This report presents performance	24 March 2021

Performance Officer

against the Council's key performance indicators for quarter two (July - September), 2021-22.

11 Nov 2021	Budget and Treasury Monitoring - Period 2 2021/2022	Sue Leversedge, Business Support Team Leader	this report sets out the revenue, capital and treasury management activity from 1 April 2021 to 30 September 2021	09 June 2021
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16 DECEMBER 2021

16 Dec 2021	Hemswell Cliff Managed Estate Contract	Shayleen Towns, Senior Community Action Officer	WLDC contract to manage a private estate at Hemswell Cliff is a 5 year contract 1 July 2018 to 31 March 2023. This report is ask members to consider a further 5 years from 1 April 2023.	09 June 2021
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24 Jan 2022	Local Council Tax Support Scheme 2022/23	Angela Matthews, Benefits Manager, Alison McCulloch, Revenues Manager	Local Council Tax Support Scheme 2022/23	09 June 2021
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16 Dec 2021	Council Tax, Business Rates and Sundry Debtor Write Offs 2021/22	Alison McCulloch, Revenues Manager	Write offs over £2,500 relating to council tax, business rates and sundry debtor accounts	
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13 JANUARY 2022

13 Jan 2022	Progress and Delivery Measures and Targets 2022-23	Ellen King, Senior Performance Officer	This report presents for approval the Council's proposed performance measures, and corresponding targets for 2022-23.	24 March 2021
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13 Jan 2022	Review of Whistleblowing Policy	Emma Redwood, Assistant Director People and Democratic Services	To review the Whistleblowing Policy taking into account G&A committee recommendations June 2021	
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10 FEBRUARY 2022

7 Mar 2022	Executive Business Plan and Medium Term Financial Plan 2022/23	Tracey Bircumshaw, Assistant Director of Finance and Property Services and Section 151	To present the Executive Business Plan, Budget 2022/23 and the Medium Term Financial Plan 2022/23-2026/27	22 January 2021
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Officer

10 Feb 2022	Committee Timetable 2021-2022	Katie Storr, Democratic Services & Elections Team Manager (Interim)	To follow the format of previous years	24 March 2021
10 Feb 2022	Budget and Treasury Monitoring - Period 3 2021/22	Sue Leversedge, Business Support Team Leader	this report sets out the revenue, capital and treasury management activity from 1 April 2021 to 30 September 2021	09 June 2021
4 Apr 2022	Annual Treasury Report	Caroline Capon, Corporate Finance Team Leader	Annual Treasury Report for 2021/22	
14 APRIL 2022				
14 Apr 2022	Lindsey Centre update	Sally Grindrod-Smith, Assistant Director of Planning and Regeneration, Elaine Poon, Local Development Order and Major Projects Officer	An update on the leisure scheme following the concurrent committee meeting on 11 June 2019	24 March 2021
14 Apr 2022	Budget and Treasury Monitoring - Period 4 2021/2022	Sue Leversedge, Business Support Team Leader	this report sets out the revenue, capital and treasury management activity from 1 April 2021 to 31 March 2022	09 June 2021