

## Full Forward Plan for All Committees as at 15 November 2021 (O&S)

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### Purpose:

This report provides a summary of reports due at all Committees for the remainder 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
<b>CORPORATE POLICY AND RESOURCES</b>				
<b>16 DECEMBER 2021</b>				
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	
16 Dec 2021	Additional resource for Levelling Up Fund	Elaine Poon, Local Development Order and Major Projects Officer	Seeking for additional resource to prepare for Levelling Up Funding bid prior to funding announcement	
16 Dec 2021	Market Rasen Leisure Centre, Swimming Pool Business Case	Tracey Bircumshaw, Assistant Director of Finance and Property Services and Section 151 Officer	To feedback to members the business case for a swimming pool at Market Rasen Leisure Centre.	
16 Dec 2021	Upgrade of Current Income Management system	Lyn Marlow, Customer Strategy and Services Manager	To request approval for capital and revenue expenditure for the upgrade of the current Income Management System	
11 Nov 2021	Information Classification and Handling Policy	John Bingham, Assistant Data Protection and Freedom of Information Officer	The purpose of this document is to define the policies and standards that will be applied to maintain the confidentiality, integrity and availability of the information systems supporting	

			the business functions of the council.	
11 Nov 2021	Information Governance Policy	John Bingham, Assistant Data Protection and Freedom of Information Officer	information is a vital asset that the organisation is reliant on, both for the provision and for the efficient management of services and resources. It is essential that there is a robust information governance management framework and policies to ensure that information is effectively managed and that the risks of loss of information confidentiality, integrity and availability are reduced.	
<b>13 JANUARY 2022</b>				
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
13 Jan 2022	Voluntary & Community Sector Strategy	Grant White, Enterprising Communities Manager	To approve recommendations from Prosperous Communities Committee on community funding budgets and spend.	
13 Jan 2022	Purchase of former Lindsey Centre	Elaine Poon, Local Development Order and Major Projects Officer	Potential purchase of former Lindsey Centre	
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	
<b>10 FEBRUARY 2022</b>				
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	
10 Feb 2022	Committee Timetable 2021-2022	Katie Storr, Democratic Services & Elections	To follow the format of previous years	

Team Manager (Interim)

10 Feb 2022	Corporate Policy and Resources Committee Draft Budget 2022/2023 and estimates to 2026/2027	Sue Leversedge, Business Support Team Leader	The report sets out details of the overall Draft Revenue Budget 2022/23 including that of this Committee and those recommended by the Prosperous Communities Committee for the period 2022/23, and estimates to 2026/27 to be included in the Medium Term Financial Plan.
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**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	
14 Apr 2022	Parking Strategy	David Kirkup	The parking management service is renewing its parking strategy. This report will submit the strategy to members for information and approval	

**COUNCIL**

**24 JANUARY 2022**

24 Jan 2022	Mid Year Treasury Report 2021-22	Caroline Capon, Corporate Finance Team Leader	Review of Prudential indicators	24 March 2021
24 Jan 2022	Local Council Tax Support Scheme 2022/23	Angela Matthews, Benefits Manager, Alison McCulloch, Revenues	Local Council Tax Support Scheme 2022/23	

Manager

**7 MARCH 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 Officer	To present the Executive Business Plan, Budget 2022/23 and the Medium Term Financial Plan 2022/23-2026/27	24 March 2021
7 Mar 2022	Draft Treasury Management Strategy 2022-23	Caroline Capon, Corporate Finance Team Leader	Draft Treasury Management Strategy	24 March 2021
7 Mar 2022	Opting-In to Public Sector Audit Appointments Ltd	Tracey Bircumshaw, Assistant Director of Finance and Property Services and Section 151 Officer	Public Sector Audit Appointments Limited (PSAA), being an appointing person for the purposes of the Regulations, invites West Lindsey District Council (the authority) to become an opted-in authority in accordance with the Regulations	

**4 APRIL 2022**

4 Apr 2022	Annual Treasury Report	Caroline Capon, Corporate Finance Team Leader	Annual Treasury Report for 2021/22	
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**GOVERNANCE AND AUDIT**

**8 MARCH 2022**

8 Mar 2022	Accounts Closedown 2021/22 Accounting Matters	Caroline Capon, Corporate Finance Team Leader	To review and approve the accounting policies, actuary assumptions and materiality levels that will be used for the preparation of the 2021/22 accounts.	24 March 2021
			For the External Auditor to explain the process of the External Audit of the Statement of Accounts and approach to	

the Value for Money audit 2021/22.

8 Mar 2022	External Audit Strategy Memorandum (Plan) for 2021/22	Caroline Capon, Corporate Finance Team Leader	To present the 2021/22 External Audit Strategy from our External Auditors, Mazars.	24 March 2021
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## JOINT STAFF CONSULTATIVE

## LICENSING

## OVERVIEW AND SCRUTINY

## PROSPEROUS COMMUNITIES

### 7 DECEMBER 2021

7 Dec 2021	Voluntary & Community Sector Strategy	Grant White, Enterprising Communities Manager	To introduce a new strategy covering support services and community funding provided to community groups, charities, parish councils and social enterprises.
7 Dec 2021	Transport and Connectivity Programme	Grant White, Enterprising Communities Manager	To approve a refreshed Transport
7 Dec 2021	Economic Recovery Plan	Sally Grindrod-Smith, Assistant Director of Planning and Regeneration	Consideration of the Greater Lincolnshire Economic Recovery Plan and the West Lindsey response
7 Dec 2021	West Lindsey Tenancy Strategy	Sarah Elvin, Housing Communities Project Officer	The report will seek approval for the amended Tenancy Strategy to be adopted
7 Dec 2021	Voluntary and Community Sector Grants 2022/23	Grant White, Enterprising Communities Manager	To approve a one year extension of grant funding and begin a broader review of future VCS grants.

### 25 JANUARY 2022

25 Jan 2022	Future of West Lindsey Markets	Ady Selby, Assistant Director of Commercial	For decision following receipt of Phases 2 and 3 Quarterbridge reports
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and Operational Services

25 Jan 2022	Prosperous Communities Committee Budget 2022/2023	Sue Leversedge, Business Support Team Leader	The report sets out details of the Committee's draft revenue budget for the period of 2022/2023, and estimates to 2026/2027.	
25 Jan 2022	Proposals for Platinum Jubilee Celebrations	Katie Storr, Democratic Services & Elections Team Manager (Interim)	To outline further proposals for Jubilee celebrations.	
2 Nov 2021	The Lincolnshire Domestic Abuse Strategy 2021	Rachel Parkin, Home Choices Team Manager	Outline of The Lincolnshire Domestic Abuse Strategy and its implementation into West Lindsey District Council practices.	
<b>15 MARCH 2022</b>				
15 Mar 2022	Corporate Enforcement Policy	Andy Gray, Housing and Enforcement Manager	To review and approve the Corporate Enforcement Policy	24 March 2021
15 Mar 2022	Local Enforcement Plan (Planning Enforcement) and Customer Charter	Andy Gray, Housing and Enforcement Manager	To seek approval for the updated Local Enforcement Plan (Planning Enforcement) and Customer Charter	24 March 2021
15 Mar 2022	West Lindsey Housing Strategy refresh	Sarah Elvin, Housing Communities Project Officer	The report will be looking to approve the refresh of the housing strategy	
<b>3 MAY 2022</b>				
3 May 2022	Selective Licensing - Future Proposals	Andy Gray, Housing and Enforcement Manager	To provide Councillors with final proposals for any future Selective Licensing Scheme	24 March 2021
<b>REGULATORY</b>				
<b>9 DECEMBER 2021</b>				
9 Dec 2021	Food, Health and Safety Work Plan - Mid Year	Andy Gray, Housing and	To update regulatory committee on the	

	Update	Enforcement Manager	mid year position in regards to the Food Standards Agency Recovery Plan.
<b>10 MARCH 2022</b>			
10 Mar 2022	Cafe/Pavement Licenses - Future Proposals	Andy Gray, Housing and Enforcement Manager	To consider options for future delivery of this service, subject to any legislation extension or change.
10 Mar 2022	Cafe/Pavement Licenses - Review of Sub Delegation	Andy Gray, Housing and Enforcement Manager	To advise committee as to the current position in regards to the sub delegation to LCC