

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
12/01/2017	Collection Fund Surplus and Council Tax Base	Tracey Bircumshaw	To present the declaration of estimated surplus on the Council's Collection Fund relating to Council Tax at the end of March 2017 and to set out the Council Tax Base calculation for 2017-18
	Review the Flexible Working Policy	Emma Redwood	to review the flexible working policy
09/02/2017	ICT Strategy	Ian Knowles	To present the ICT Strategy for approval
	MTFP	Tracey Bircumshaw	To present the Medium Term Financial Plan
	Corporate Plan	Manjeet Gill	To present the refreshed Corporate Plan
	Progress and Delivery Q3	Mark Sturgess	To present Progress and Delivery (Projects and Services) monitoring information to the end of Period 3
	Revenue Base Budgets 2017-18	Tracey Bircumshaw	To present the proposed revenue base budgets for 2017-18
	Budget and Treasury Management Q3	Tracey Bircumshaw	To present the Budget and Treasury Management monitoring report for period 3
	Commercial Delivery Plan - 6 month progress update	Penny Sharp	To review progress against the annual commercial delivery plan.
	WL Trading Co.	Ian Knowles	The Director of Resources as the shareholder representative (of the WL Trading Co.) would present a summary of the accounts to the CP&R Committee as part of the Annual Business Plan.
	Development Partner (Gainsborough)	Eve Fawcett-Moralee	Committee approval for list of potential bidders
	Annual Review of Commercial Plan	Penny Sharp	To approve the annual review of the Commercial Plan
13/04/2017	Surestaff Business Plan	Ian Knowles	To approve the Business Plan of Surestaff Lincs Ltd and WLDC Staffing Services Ltd as Shareholder
	Budget and Treasury Management Monitoring Q4	Tracey Bircumshaw	To present budget monitoring and Treasury Management information as at the end of period 4 and the outturn position
	Progress and Delivery Q4	Mark Sturgess	To present Progress and Delivery (Projects and Services) monitoring information to the end of Period 4
	Housing Allocations Policy & Partnership ToR	Michelle Howard	1. To seek approval of the revised housing register/ choice based letting allocations policy. Referred to as CBL policy. This is a joint policy for WLDC, CoLC, NKDC and Acis Group. 2. To seek approval of the revised terms of reference and governance arrangements for the CBL strategic partnership.
	Introduce a Fixed Term Contract Procedure	Emma Redwood	To introduce a fixed term contract procedure for the council
	Review the Bullying & Harassment policy	Emma Redwood	to review the Bullying & Harassment policy
	To review the Redundancy Policy	Emma Redwood	To review and update the Redundancy Policy

15/06/2017	Commercial Property Portfolio	Penny Sharp	To seek approval for the acquisition of a commercial property portfolio in line with the capital programme and Medium Term Financial Plan.
27/07/2017	Annual Health and Safety report	Kim Leith	Summary of Performance of the Health and Safety Service throughout the Authority
	Policy Review - Travel Policy	Emma Redwood	To review, update and agree the Travel Policy
	annual fraud report	Angela Matthews	to present the annual report focussing on the commercial side of the service, income generated etc
	Review of Flexi-Time Policy	Emma Redwood	To review the council's Flexi-Time policy and update accordingly
21/09/2017	Market Rasen Car Parking	Sarah Troman	To provide an update on the impact of introducing car parking charges in Market Rasen
	Review the Relocation Policy	Emma Redwood	To review the Council's Relocation Policy
11/01/2018	Leisure Contract Procurement	Karen Whitfield	To update Members on the conclusion of the leisure contract procurement exercise and to approve the preferred contractor