

Forward Plan for all Committees



Purpose:

This report provides a summary of reports that are on the Forward Plan over the next 12 months that the Challenge & Improvement Committee may wish to consider.

Recommendation:

1. That members consider the schedule of reports and determine whether or not they should be brought to Challenge & Improvement prior to committee consideration.

Title	Lead Officer	Purpose of the report	C&I	Council	G&A	P&R	L&R	JSCC	PC
Absence Update	Emma Redwood	To give a brief update on absence levels to date	-	-	-	-	-	30/03/2017	-
Annual Health and Safety report	Kim Leith	Summary of Performance of the Health and Safety Service throughout the Authority	-	-	-	27/07/2017	-	01/06/2017	-
ICT Strategy	Ian Knowles	To present the ICT Strategy for approval	-	-	-	15/12/2016	-	-	-
Member Training update	Alan Robinson	To present an update on the Member development programme	-	-	20/06/2017	-	-	-	-
MTFP	Tracey Bircumshaw	To present the Medium Term Financial Plan	-	06/03/2017	-	09/02/2017	-	-	-
Policy Review - Travel Policy	Emma Redwood	To review, update and agree the Travel Policy	-	-	-	27/07/2017	-	01/06/2017	-
Progress and Delivery Period 2	Mark Sturgess	To present Progress and Delivery (Projects and Services) monitoring information to the end of Period 2	20/12/2016	-	-	10/11/2016	-	-	06/12/2016
Fees and Charges 2017-18	Tracey Bircumshaw	To present the proposed fees and charges for 2017-18	-	-	-	15/12/2016	-	-	06/12/2016
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	-	23/01/2017	-	12/01/2017	-	-	-
Local Council Tax Support Scheme	Alison McCulloch	To agree the Local Council Tax Support Scheme for WLDC for 2017-18	-	23/01/2017	-	15/12/2016	-	-	-
NNDR Write Offs	Alison McCulloch	Exempt report to present irrecoverable NNDR accounts and Benefits overpayments for write off	-	-	-	15/12/2016	-	-	-
Treasury Management Draft Strategy	Tracey Bircumshaw	To present the draft strategy for scrutiny purposes	-	-	17/01/2017	-	-	-	-
Internal Audit Plan Q3	Ian Knowles	To present progress against the agreed internal audit plan up until the end of period 3	-	-	17/01/2017	-	-	-	-

Quickline Monitoring Q3	Tracey Bircumshaw	Exempt monitoring report to assess progress against the agreed business loan	-	-	17/01/2017	-	-	-	-
Corporate Plan	Manjeet Gill	To present the refreshed Corporate Plan	-	06/03/2017	-	09/02/2017	-	-	31/01/2017
Members' Allowance Scheme	Alan Robinson	To consider the Remuneration Panel's recommendation for the 2017-18 allowance scheme	-	23/01/2017	-	-	-	-	-
Progress and Delivery Q3	Mark Sturgess	To present Progress and Delivery (Projects and Services) monitoring information to the end of Period 3	21/02/2017	-	-	09/02/2017	-	-	31/01/2017
Revenue Base Budgets 2017-18	Tracey Bircumshaw	To present the proposed revenue base budgets for 2017-18	-	06/03/2017	-	09/02/2017	-	-	31/01/2017
Budget and Treasury Management Q3	Tracey Bircumshaw	To present the Budget and Treasury Management monitoring report for period 3	-	06/03/2017	-	09/02/2017	-	-	-
Certification of Grants and Claims	Tracey Bircumshaw	For External Audit to present the Certification of Grants and Claims	-	-	17/01/2017	-	-	-	-
Combined Assurance Report 2016/17	James O'Shaughnessy	To present the Combined Assurance Report	-	-	14/03/2017	-	-	-	-
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	-	-	-	13/04/2017	-	-	-
Progress and Delivery Q4	Mark Sturgess	To present Progress and Delivery (Projects and Services) monitoring information to the end of Period 4	23/05/2017	-	-	13/04/2017	-	-	02/05/2017
Quickline Monitoring Q4	Tracey Bircumshaw	Exempt monitoring report to assess progress against the agreed loan as the end of period 4	-	-	18/04/2017	-	-	-	-
Constitution Annual Review	Alan Robinson	To present the Annual Review of the Constitution	-	08/05/2017	18/04/2017	-	-	-	-
Presentation by Simon Outen	Katie Coughlan	to provide verbal six month update on crime in West Lindsey	15/11/2016	-	-	-	-	-	-
		to receive a 6month verbal update on Crime across the District	21/02/2017	-	-	-	-	-	-
C and I Annual Report 16/17	Katie Coughlan	to present the 16/17 Annual Report	04/04/2017	-	-	-	-	-	-
Strategic Risks - 6 month update	James O'Shaughnessy	to present the 6 monthly update	-	-	18/04/2017	-	-	-	-
6 month selective licensing progress update report	Andy Gray	to update cttee on how the first six months of the scheme is progressing	-	-	-	-	-	-	31/01/2017
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.	-	-	-	15/06/2017	-	-	-

Presentation by AGE UK	Katie Coughlan	to receive a presentation from representatives	-	-	-	-	-	-	31/01/2017
Public Space Protection Order	Andy Gray	To give information on three proposed Public Space Protection Orders, and requesting authority from L&R Committee to consult	-	-	-	-	13/12/2016	-	-
Member Champions	Alan Robinson	To formalise the role of Member Champions for the Constitution.	-	23/01/2017	17/01/2017	-	-	-	-
Introduce a Fixed Term Contract Procedure	Emma Redwood	To introduce a fixed term contract procedure for the council	-	-	-	13/04/2017	-	30/03/2017	-
Review the Bullying & Harassment policy	Emma Redwood	to review the Bullying & Harassment policy	-	-	-	13/04/2017	-	19/01/2017	-
Review the Flexible Working Policy	Emma Redwood	to review the flexible working policy	-	-	-	12/01/2017	-	24/11/2016	-
attendance by PCC and Mark Housley	Michelle Howard	for the Police and Crime Commissioner and Mark Housley to be in attendance to answer a number of strategic and operational questions posed by the Committee	15/11/2016	-	-	-	-	-	-
Saxilby Neighbourhood Plan	Luke Brown	To receive the plan and pass for referendum	-	06/03/2017	-	-	-	-	31/01/2017
dunholme neighbourhood plan	Luke Brown	to receive the plan and refer for local referendum	-	23/01/2017	-	-	-	-	06/12/2016
broadband provision across the district	Ian Knowles	the report will advise members on the current status of broadband provision across the district , of negotiations had with LCC, BDUK and quickline and what provision will look like going forward	-	-	-	-	-	-	06/12/2016
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.	-	-	-	12/01/2017	-	-	31/01/2017
Market Rasen Car Parking	Sarah Troman	To provide an update on the impact of introducing car parking charges in Market Rasen	-	-	-	21/09/2017	-	-	12/09/2017
GP / Hospital / Ambulance Provision - scope paper	Mark Sturgess	to present a scoping paper inc remit and terms of ref for commission to be undertaken by c and lcttee in regard to GP / Hospital / Ambulance Provision	15/11/2016	-	-	-	-	-	25/10/2016
Food Enterprize Zone	Eve Fawcett-Moralee	funding requirements for the FEZ (eve please extend)	-	-	-	-	-	-	02/05/2017
Rural Transport Proposals	Grant White	to present proposals relating to rural transport (grant please extend)	-	-	-	-	-	-	31/01/2017
Monitoring of Festivals - Caistor MR	Karen Whitfield	To provide feedback on the impact of the festivals held in market rasen and caistor.	-	-	-	-	-	-	31/01/2017
Housing Strategy	Sarah Troman	to present the new Housing Strategy for approval	-	03/07/2017	-	-	-	-	02/05/2017

Disabled Facilities Grant - Future Provision	Andy Gray	to present proposals regarding the future provision of DFGs	-	-	-	-	-	-	02/05/2017
Budget Monitoring Q2 and Mid Year Treasury Managem	Tracey Bircumshaw	To present budget monitoring information as at the end of period 2	-	-	-	10/11/2016	-	-	-
Food and Farming LDO stage 3 report	Marina Di Salvatore	Stage 2 agreement from Growth Board	-	-	-	-	-	-	31/01/2017
Commercial Delivery Plan - 6 month progress update	Penny Sharp	To review progress against the annual commercial delivery plan.	-	-	-	09/02/2017	-	-	-
Scothern Neighbourhood Plan	Luke Brown	to agree the plan proceed to referendum	-	23/01/2017	-	-	-	-	06/12/2016
Leisure Contract Update	Karen Whitfield	to provide Members with a progress update regarding the procurement of a a new leisure contract and assurance that the project is running in line with agreed parameters and timescales	-	-	-	-	-	-	02/05/2017
Formal Adoption of the local plan	Oliver Fytche-Taylor	to present the local plan for adoption, this matter will also require recommendation to full council	-	10/04/2017	-	-	-	-	21/03/2017
Waste Services Policies	Ady Selby	To update waste policies which have been in use since 2009 and introduce amendments to support commercial activity	-	-	-	-	-	-	31/01/2017
Leisure Contract Procurement	Karen Whitfield	To update Members on the conclusion of the leisure contract procurement exercise and to approve the preferred contractor	-	-	-	11/01/2018	-	-	-
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.	-	-	-	09/02/2017	-	-	-
Closer to the Customer	Michelle Carrington	To inform Councillors of the vision and the benefits of the Closer to the Customer programme.	-	-	-	15/12/2016	-	-	-
Empty Property Compulsory Purchase Order - Marton	Andy Gray	To seek approval to proceed with a number of long term empty property CPOs.	-	-	-	-	-	-	06/12/2016
Scotter Neighbourhood Plan	Luke Brown	To approve the Neighbourhood Plan for referendum	-	06/03/2017	-	-	-	-	31/01/2017
Brattleby Neighbourhood Plan	Luke Brown	To approve the Neighbourhood Plan to move to referendum.	-	10/04/2017	-	-	-	-	21/03/2017
DWG Update Report to Parent Committee	Alan Robinson	To consider an update report on the work of the DWG over the previous 6 months	21/02/2017	-	-	-	-	-	-
annual fraud report	Angela Matthews	to present the annual report focussing on the commercial side of the service, income generated etc	-	-	-	27/07/2017	-	-	-
democracy working group 6 month update	Nicola Calver	to update the cttee on the work undertaken by the group over the last 6 months	21/02/2017	-	-	-	-	-	-
Partnership Scheme in a Conservation Area	Joanna Walker	To obtain approval for funding.	-	-	-	09/02/2017	-	-	31/01/2017

revised members code of conduct for consultation	Katie Coughlan	to present a revised code of conduct for elected members for consultation with all members and parishes	-	-	17/01/2017	-	-	-	-
development management performance update	Oliver Fytche-Taylor	update report requested by C and I Committee , to include performance, staffing, income, local plan	04/04/2017	-	-	-	-	-	-
south west ward update report	Mark Sturgess	update report requested by c and I cttee at their meeting on 11/10/16.	04/04/2017	-	-	-	-	-	-
Development Partner (Gainsborough)	Eve Fawcett-Moralee	Committee approval for list of potential bidders	-	-	-	09/02/2017	-	-	31/01/2017
external Audit Plan 16/17	Tracey Bircumshaw	to present the external audit plan	-	-	14/03/2017	-	-	-	-
AGS 15/16 Monitoring Report (Q2)	James O'Shaughnessy	To provide Members with an update on the progress made against actions relating to the significant issues identified within the AGS 2015/16.	-	-	17/01/2017	-	-	-	-
AGS 15/16 Monitoring Report (Q3)	James O'Shaughnessy	To provide Members with an update on the progress made against actions relating to the significant issues identified within the AGS 2015/16.	-	-	18/04/2017	-	-	-	-
AGS 15/16 Monitoring Report (Q4)	James O'Shaughnessy	To provide Members with an update on the progress made against actions relating to the significant issues identified within the AGS 2015/16.	-	-	25/07/2017	-	-	-	-
Annual Review of Commercial Plan	Penny Sharp	To approve the annual review of the Commercial Plan	-	06/03/2017	-	09/02/2017	-	-	31/01/2017
Surestaff Business Plan	Manjeet Gill	To approve the Business Plan of Surestaff Lincs Ltd and WLDC Staffing Services Ltd as Shareholder	-	06/03/2017	-	09/02/2017	-	-	-
Hardship Rate Relief Scheme	Alison McCulloch	To clarify the Council's policy on Hardship Rate Relief	-	-	-	15/12/2016	-	-	-
p and d working group	Ian Knowles	to establish a short term working group to review p and reporting	20/12/2016	-	-	-	-	-	-
health commision group - position update report	Mark Sturgess	to provide an interim position update report on the work of the group established in November 2016	23/05/2017	-	-	-	-	-	-
Empty Property Compulsory Purchase Order - Caistor	Andy Gray	To present information in relation an empty property CPO in Caistor	-	-	-	-	-	-	06/12/2016
To review the Redundancy Policy	Emma Redwood	To review and update the Redundancy Policy	-	-	-	13/04/2017	-	30/03/2017	-
Review Disciplinary Rules Procedure	Emma Redwood	To review and update the Disciplinary Rules Procedure for the council	-	-	-	-	-	19/01/2017	-
trading company presentation	Manjeet Gill	to provide a presentation to full council on the benefits and opportunities of Council's creating trading companies	-	23/01/2017	-	-	-	-	-
market proposals - after call-in	Ady Selby	to receive further proposals on the future operation of Gainsborough Market	-	-	-	-	-	-	21/03/2017