

## Full Forward Plan for All Committees (as at 9 January 2023)

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### Purpose:

This report provides a summary of business due at upcoming meetings for the remainder of the 2022/23 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 &amp; RESOURCES</b>				
<b>9 FEBRUARY 2023</b>				
9 Feb 2023	Provision of Members' ICT from May 2023	Katie Storr, Democratic Services & Elections Team Manager	To agree the device provision and approve any additional budget if required and dependent on option approved	31 October 2022
9 Feb 2023	Commercial Waste Solutions Business Plan	Elaine Bilton, Senior Waste Administration Officer	Annual service business plan	26 September 2022
9 Feb 2023	Corporate Policy and Resources Committee Draft Budget 2023/24 & estimates to 2027/28	Sue Leversedge, Business Support Team Leader	The report sets out details of the overall Draft Revenue Budget 2023/2024 including that of this Committee and those recommended by the Prosperous Communities Committee for the period 2023/2024, and estimates to 2027/2028 to be included in the Medium Term Financial Plan.	27 June 2022
9 Feb 2023	Budget and Treasury Monitoring Quarter 3 2022/2023	Sue Leversedge, Business Support Team Leader	This report sets out the revenue, capital and treasury management activity from 1 April 2021 to 31 December 2022.	27 June 2022
9 Feb 2023	2023/24 Measure and Target Setting for Progress and Delivery	Claire Bailey, Assistant Planning Services Team	2023/24 Measure and Target Setting for Progress and Delivery.	31 October 2022

		Manager		
9 Feb 2023	Safeguarding Policy	Grant White, Enterprising Communities Manager	To approve updated council safeguarding policy.	26 September 2022
9 Feb 2023	Committee Timetable 2023/24 for approval (Draft timetables for 24/25, 25/26, 26/27)	Katie Storr, Democratic Services & Elections Team Manager	To approve the Committee timetable for 2023/24 and to note the indicative committee dates for the following 3 civic years	31 October 2022
9 Feb 2023	Executive Business Plan and Medium Term Financial Plan 2023/24	Peter Davy, Financial Services Manager (Deputy Section 151 Officer)	The purpose of the Executive Business Plan is to set out the actions the Executive will take to deliver the Corporate Plan objectives over the next 3 years. The purpose of the Medium Term Financial Plan (MTFP) is to set a robust overall framework for the Council's Financial Strategy and spending plans over the next 5 years in support of delivering the Corporate Plan. The report sets out the revised financial plans within the Financial Analysis for changes in Government Funding, the economic environment, local engagement and the priorities for the Council. The plan reflects the revisions to previous estimates and covers the period 2023/24 to 2027/28. The Medium Term Financial Analysis includes the draft budget for 2023/24 for scrutiny and consideration prior to recommending to Council	
9 Feb 2023	UK Shared Prosperity Fund Business Cases	Sally Grindrod-Smith, Director Planning, Regeneration & Communities	To seek committee approval of UKSPF Full Business Cases	
9 Feb 2023	IT Policy Update	Cliff Dean, ICT Manager	Policy updates and approval.	

9 Feb 2023	RAF Scampton	Sally Grindrod-Smith, Director Planning, Regeneration & Communities	To consider the final outcome of the procurement exercise	
<b>8 MARCH 2023</b>				
8 Mar 2023	Land and Investment Policy	Gary Reeve, Property & Assets Manager	Policy document that considers the strategic approach to acquisition, management, retention and disposal of investment property assets held for income generation (yield), local area regeneration and regional business support	27 June 2022
8 Mar 2023	West Lindsey District Council Corporate Plan 2023-2027	Ellen King, Policy & Strategy Officer – Corporate Strategy & Business Planning	This report presents the refreshed Corporate Plan, which sets out the Council's strategic priorities for the period 2023-2027.	
8 Mar 2023	Body Worn Video Policy	Grant White, Enterprising Communities Manager	To approve updated Body Worn Video Policy.	
<b>COUNCIL</b>				
<b>23 JANUARY 2023</b>				
23 Jan 2023	Local Council Tax Support Scheme 2023/24	Alison McCulloch, Revenues Manager	Local Council Tax Support Scheme 2023/24	31 October 2022
23 Jan 2023	Collection Fund - Council Tax Surplus 2022/23 & Council Tax Base 2023-24.	Caroline Bird, Principal Corporate Accountant	The report sets out the declaration of the estimated surplus on the Council's Collection Fund relating to Council Tax at the end of March 2023 and how it is shared amongst the constituent precepting bodies.  It also sets out the Council tax base calculation for 2023/24. The tax base is a key component in calculating both the	

budget requirement and the council tax charge

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## GOVERNANCE & AUDIT

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### 24 JANUARY 2023

24 Jan 2023	Internal Audit Quarter 3 Report 2022/23	Alastair Simson, Principal Auditor, Lincolnshire County Council	To present the Quarter 3 Internal Audit Report.	27 June 2022
24 Jan 2023	Draft Treasury Management Strategy 2023/24	Emma Foy, Director of Corporate Services and Section 151	To present West Lindsey District Council's Draft Treasury Management Strategy for 2023/24.	26 September 2022
24 Jan 2023	External Audit Completion Report - ISA 260	Emma Foy, Director of Corporate Services and Section 151	To present to those charged with governance, the External Audit report on the quality of the Statement of Accounts and Annual Governance Statement 2021/22.	26 September 2022
24 Jan 2023	Member Development - Induction Plan 2023	Ele Snow, Senior Democratic and Civic Officer	To provide the overview of the Full Member Induction Programme following the 2023 all out elections, for G&A to consider and approve	

### 14 MARCH 2023

14 Mar 2023	Combined Assurance Report 2022/23	Alastair Simson, Principal Auditor, Lincolnshire County Council	To present the Report from the Combined Assurance aspect for 2022/23	27 June 2022
14 Mar 2023	Internal Audit Draft Annual Plan 2023/24	Alastair Simson, Principal Auditor, Lincolnshire County Council	To present the Draft Annual Plan for Internal Audit for the 2023/24 committee year.	27 June 2022
14 Mar 2023	Accounts Closedown 2022/23 Accounting Matters	Emma Foy, Director of Corporate Services and Section 151	To review and approve the accounting policies, actuary assumptions and materiality levels that will be used for the preparation of the 2022/23	26 September 2022

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accounts.

14 Mar 2023	External Audit Strategy Memorandum (Plan) 2022/23	Emma Foy, Director of Corporate Services and Section 151	To present the 2022/23 External Audit Strategy from our External Auditors, Mazars.	26 September 2022
14 Mar 2023	Annual Governance Statement Action Plan Update	Emma Redwood, Assistant Director People, Democratic Services and Monitoring Officer	To update progress on the Annual Governance Statement 21-22 Action Plan	31 October 2022
<b>18 APRIL 2023</b>				
18 Apr 2023	Annual Constitution Review & Monitoring Officer Report	Emma Redwood, Assistant Director People, Democratic Services and Monitoring Officer	To review the Constitution and provide the MO annual report	27 June 2022
18 Apr 2023	Internal Audit Quarter 4 Report 2022/23	Alastair Simson, Principal Auditor, Lincolnshire County Council	To present the Quarter 4 report from Internal Audit.	27 June 2022
<b>JOINT STAFF CONSULTATIVE COMMITTEE</b>				
<b>19 JANUARY 2023</b>				
19 Jan 2023	JSCC Sickness absence update	Emma Redwood, Assistant Director People, Democratic Services and Monitoring Officer	To provide JSCC with data for the sickness absence across the council	27 June 2022
19 Jan 2023	Gender Pay Report (March 2022 data)	Emma Redwood, Assistant Director People, Democratic Services and Monitoring Officer	To report on the Gender Pay Gap for March 2022 to be publicised on the website	27 June 2022
<b>PROSPEROUS COMMUNITIES</b>				
<b>31 JANUARY 2023</b>				
31 Jan 2023	Prosperous Communities Revenue Base Budgets 2023/24 to 2027/28	Sue Leversedge, Business Support Team	The report sets out details of the Committee's draft revenue budget for	27 June 2022

Leader

the period of 2023/2024, and estimates to 2027/2028.

31 Jan 2023 West Lindsey DFG Policy

Sarah Elvin, Housing Communities Project Officer

Implement guidance document for delivery of mandatory DFG's in West Lindsey

**7 MARCH 2023**

7 Mar 2023 Approach to Environmental Crime

Andy Gray, Housing and Enforcement Manager

To seek approval for an Environmental Crime policy and associated actions for delivery.

7 Mar 2023 Private Sector Housing - Options for Future Direction

Andy Gray, Housing and Enforcement Manager

To provide committee with options for future direction relating to the PRS following on from the work undertaken by the Selective Licensing Working Group.

26 September 2022

**REGULATORY**

**16 MARCH 2023**

16 Mar 2023 Schedule 4 - Abandoned Shopping Trolleys: Review and Consultation

Andy Gray, Housing and Enforcement Manager

To review the existing schedule 4 arrangements and set out the process for consultation to renew or remove the scheme.

27 June 2022