

## Full Forward Plan for All Committees (as at 6 January 2025)

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### Purpose:

This report provides a summary of items of business at upcoming meetings.

### Recommendation:

1. That Members note the contents of this report.

Date	Title	Lead Officer	Purpose of the report	Date First Published
<b>CORPORATE POLICY &amp; RESOURCES</b>				
<b>9 JANUARY 2025</b>				
9 Jan 2025	2025/26 Measure and Target Setting for Progress and Delivery	Claire Bailey, Change, Projects and Performance Officer, Darren Mellors, Performance & Programme Manager	2025/26 Measure and Target Setting for Progress and Delivery	22 July 2024
9 Jan 2025	Update on Local Government Settlement	Emma Foy, Director of Corporate Services and Section 151	Update on Local Government Settlement	18 November 2024
9 Jan 2025	Review of Earmarked Reserves	Sue Leversedge, Business Support Team Leader	To receive the annual review of earmarked reserves in advance of the formal Section 25 report (Section 151 Review of Robustness of Reserves) being brought to Council March 2025.	18 November 2024
9 Jan 2025	Amendments to the Approved Committee Timetable: Change of Meeting Date – Corporate Policy & Resources Committee, March 2025	Ele Snow, Senior Democratic and Civic Officer	To approve amendments to the agreed Committee Timetable in relation to the meeting of the Corporate Policy & Resources Committee scheduled in March 2025.	
9 Jan 2025	Banking and Merchant Acquiring Contracts	Peter Davy, Financial Services Manager (Deputy Section 151	To seek approval to sign a new banking contract with Lloyds Bank and approval to sign a new Merchant Acquiring	

Officer)

Service contract with Lloyds Bank.

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**13 FEBRUARY 2025**

13 Feb 2025	Corporate Policy and Resources Committee Draft Budget 2025/2026 and estimates to 2029/2030.	Sue Leversedge, Business Support Team Leader	The report sets out the draft Revenue Budget 2025/2026 including that of this Committee and those recommended by the Prosperous Communities Committee for the period 2025/2026. It also includes estimates to 2029/2030 to be included in the Medium Term Financial Plan	22 July 2024
13 Feb 2025	Commercial Strategy	Emma Foy, Director of Corporate Services and Section 151	Commercial Strategy	18 November 2024
13 Feb 2025	Budget and Treasury Monitoring - Quarter 3 2024/2025	Sue Leversedge, Business Support Team Leader	This report sets out the revenue, capital and treasury management activity from 1st April 2024 to 31st December 2024.	22 July 2024
13 Feb 2025	Review of Civic Transport	Katie Storr, Democratic Services & Elections Team Manager	To consider options for the future of Civic Transport	18 November 2024
13 Feb 2025	Whistleblowing Policy Revision	Lisa Langdon, Assistant Director People and Democratic (Monitoring Officer)	To present the revised Whistleblowing Policy	18 November 2024
13 Feb 2025	Committee Timetable 2025/26 for approval and Draft timetable for 2026/27 for noting	Ele Snow, Senior Democratic and Civic Officer	For Members to consider and approve the timetable for the 2025/2026 civic year, and note the early indicated dates for 2026/2027	
13 Feb 2025	Review of Anti-Bribery and Corruption Policy	Emma Foy, Director of Corporate Services and Section 151	To review the Anti-Bribery and Corruption Policy	

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**13 MARCH 2025**

13 Mar 2025	Warm Homes Local Grant	Sarah Elvin, Homes, Health & Wellbeing Team Manager	CP&R approval to accept Warm Homes Local Grant funding	
<b>10 APRIL 2025</b>				
10 Apr 2025	Lea Fields Business Plan Review	Cara Markham, Commercial Development Manager	Review and update on the Lea Fields Plan	
<b>COUNCIL</b>				
<b>27 JANUARY 2025</b>				
27 Jan 2025	Local Council Tax Support Scheme 2025/26	Angela Matthews, Benefits Manager, Alison McCulloch, Revenues Manager	To determine new council tax support scheme for 2025/26	22 July 2024
27 Jan 2025	Collection Fund - Council Tax Surplus 2024-25 & Council Tax Base 2025-26	Peter Davy, Financial Services Manager (Deputy Section 151 Officer)	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 2025 and how it is shared amongst the constituent precepting bodies.  It also sets out the Council tax base calculation for 2025/26. The tax base is a key component in calculating both the budget requirement and the council tax charge	18 November 2024
27 Jan 2025	Constitution Review - Outcome of the Legal Health Check of the Constitution and Arising Recommendations	Lisa Langdon, Assistant Director People and Democratic (Monitoring Officer)	To receive the outcome of the legal health check of the Constitution and arising recommendations	18 November 2024
27 Jan 2025	Recommendation from the Independent	Lisa Langdon, Assistant	To present the recommendations from	18 November

Remuneration Panel - Members Allowance Scheme 2025/26

Director People and Democratic (Monitoring Officer)

the Independent Panel regarding allowances to be payable to Members in with effect from 1 April 2025

2024

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**3 MARCH 2025**

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**7 APRIL 2025**

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**GOVERNANCE & AUDIT**

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**21 JANUARY 2025**

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21 Jan 2025	ISA260 Audit Opinion	Peter Davy, Financial Services Manager (Deputy Section 151 Officer)	To present the ISA260	18 November 2024
21 Jan 2025	Audited Statement of Accounts 2023/24	Peter Davy, Financial Services Manager (Deputy Section 151 Officer)	To present the Audited Statement of Accounts for 2023/24	18 November 2024
21 Jan 2025	Annual External Audit Report	Emma Foy, Director of Corporate Services and Section 151	To present the External Auditor's Annual Report for 2023/24	18 November 2024
21 Jan 2025	Contract Procedure Rules	Emma Foy, Director of Corporate Services and Section 151	To update on the contract management and financial procedure rules	18 November 2024
21 Jan 2025	Q3 Strategic Risk Report	Katy Allen, Corporate Governance Officer	Quarter three reporting of the Strategic Risk Register	22 July 2024
21 Jan 2025	Draft Treasury Management Strategy Statement 2025-26	Peter Davy, Financial Services Manager (Deputy Section 151 Officer)	To present the draft Treasury Management report	18 November 2024
21 Jan 2025	Review of Whistleblowing Activity	Lisa Langdon, Assistant Director People and Democratic (Monitoring Officer)	To present the summary of whistleblowing activity 2023/24	18 November 2024

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21 Jan 2025	Annual Governance Statement	Emma Foy, Director of Corporate Services and Section 151	to receive an update following the approval of the Annual Governance Statement in September	18 November 2024
<b>11 MARCH 2025</b>				
11 Mar 2025	External Audit Strategy Memorandum	Peter Davy, Financial Services Manager (Deputy Section 151 Officer)	External Audit Strategy Memorandum	18 November 2024
11 Mar 2025	Accounts Closedown 2023/24	Peter Davy, Financial Services Manager (Deputy Section 151 Officer)	Accounts Closedown 2023/24	18 November 2024
11 Mar 2025	Combined Assurance	Emma Foy, Director of Corporate Services and Section 151	Combined Assurance	18 November 2024
11 Mar 2025	Internal Audit Draft Annual Plan	Emma Foy, Director of Corporate Services and Section 151	Internal Audit Draft Annual Plan	18 November 2024
11 Mar 2025	Project and Programme Management Audit Findings	Darren Mellors, Performance & Programme Manager	Findings from the Project and Programme Management Audit undertaken by RSMUK.	18 November 2024
11 Mar 2025	Review of Local Code of Corporate Governance	Lisa Langdon, Assistant Director People and Democratic (Monitoring Officer)	To review the local code of corporate governance	18 November 2024
11 Mar 2025	Risk Management Strategy	Emma Foy, Director of Corporate Services and Section 151	To present the Risk Management Strategy	18 November 2024
<b>22 APRIL 2025</b>				
22 Apr 2025	Internal Audit Progress Report	Emma Foy, Director of Corporate Services and Section 151	Internal Audit Progress Report	18 November 2024

22 Apr 2025	Year End Review of Strategic Risks	Emma Foy, Director of Corporate Services and Section 151	Year End Review of Strategic Risks	18 November 2024
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**JOINT STAFF CONSULTATIVE COMMITTEE**

**23 JANUARY 2025**

23 Jan 2025	Staff survey 2024	Lynne Thomsett, People Services Manager	Staff survey results for 2024	
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**LICENSING**

**OVERVIEW & SCRUTINY**

**PROSPEROUS COMMUNITIES**

**28 JANUARY 2025**

28 Jan 2025	Prosperous Communities Committee Draft Budget 2025/2026 and estimates to 2029/2030.	Sue Leversedge, Business Support Team Leader	The report sets out details of the Committee's draft revenue budget for the period of 2025/2026 and estimates to 2029/2030.	22 July 2024
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28 Jan 2025	West Lindsey Housing Register & Nomination Policy	Sarah Elvin, Homes, Health & Wellbeing Team Manager	Paper to adopt an updated policy for the Housing Register and nominations into Registered Provider properties	18 November 2024
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**18 MARCH 2025**

18 Mar 2025	STEP: Progress Update and Future Activity	James Makinson-Sanders, Economic Growth Team Manager	An update on programme activity and future work focus.	
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**29 APRIL 2025**

**REGULATORY**

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