

## Corporate Policy & Resources Committee Work Plan (as at 5 November 2025)

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### Purpose:

This report provides a summary of items of business due 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>13 NOVEMBER 2025</b> |                                                              |                                                    |                                                                                                                                                                                                                      |                      |
| 13 Nov 2025             | Budget and Treasury Monitoring Qtr 2 25/26                   | Sue Leversedge, Business Support Team Leader       | This report sets out the revenue, capital and treasury management activity from 1st April 2025 to 30th September 2025.                                                                                               | 04 June 2025         |
| 13 Nov 2025             | Proposed Fees and Charges 26/27                              | Sue Leversedge, Business Support Team Leader       | Proposed Fees and Charges to take effect from 1 April 2026.                                                                                                                                                          | 04 June 2025         |
| 13 Nov 2025             | Implementation of a new Two Stage Complaints Process         | Natalie Kostiuk, Customer Experience Officer       | The Local Government and Social Care Ombudsman have issued a complaint handling code that recommends a two stage complaints process. They will be assessing local authorities against this new code from April 2026. | 17 September 2025    |
| 13 Nov 2025             | Christmas and New Year Opening Hours Arrangements for 2025/6 | Lyn Marlow, Customer Strategy and Services Manager | The report proposes the Council opening hours for the period between Christmas 2025 and New Year's Eve 2026 and includes options for early closing on New Years Eve and all day closure on Friday 2 January 2026.    |                      |
| 13 Nov 2025             | Trinity Arts Northern Boundary Wall - Update & Options       | Luke Matthews, Building Maintenance Technician     | Following the previous paper presented to committee on 11th March 2025 regarding options for Trinity Arts boundary wall following procurement where It was resolved to task officers to                              |                      |

develop a compliant interim solution which manages the risk to the building and any visitors, whilst a review of the Capital Programme and reserves is completed, in light of the proposed Local Government Reorganisation.

Since which, separate, independent legal advice has been obtained, which officers considered prudent to present to members for their consideration

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| 13 Nov 2025             | Market Street Renewal Ltd - Governance Changes        | Comie Campbell, Interim Financial Services Manager (Deputy S151), Sue Leversedge, Business Support Team Leader | Change of Company Secretary                                                                                                  |
| 13 Nov 2025             | Surestaff/WLDC Staffing Services - Governance Changes | Comie Campbell, Interim Financial Services Manager (Deputy S151), Sue Leversedge, Business Support Team Leader | Change of Company Secretary                                                                                                  |
| 13 Nov 2025             | Mid Year Treasury Management Report 2025/26           | Sue Leversedge, Business Support Team Leader                                                                   | This report provides the Mid-Year update for Treasury Management Indicators in accordance with the Local Government Act 2003 |
| 13 Nov 2025             | Resourcing and Funding Culture                        | Cara Markham, Commercial, Cultural and Leisure Development Manager                                             | Cultural programme delivery                                                                                                  |
| <b>11 DECEMBER 2025</b> |                                                       |                                                                                                                |                                                                                                                              |
| 11 Dec 2025             | Options Report: Review of Civic Transport             | Katie Storr, Democratic                                                                                        | To present a detailed options appraisal 04 June 2025                                                                         |

| Arrangements            |                                                                      | Services & Elections<br>Team Manager                                                                                           | for retention and use of the civic car, or<br>alternative arrangements, following<br>deferral of the paper presented to the<br>Corporate Policy & Resources<br>Committee in February 2025. |                      |
|-------------------------|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 11 Dec 2025             | Progress and Delivery Quarter Two (2025/26)                          | Claire Bailey, Senior<br>Change, Projects and<br>Performance Officer,<br>Darren Mellors,<br>Performance &<br>Programme Manager | Progress and Delivery Quarter Two<br>(2025/26)                                                                                                                                             | 04 June 2025         |
| 11 Dec 2025             | Council Debts for Write Off 2025/26                                  | Alison McCulloch,<br>Revenues Manager                                                                                          | Council Debts for Write Off 2025/26                                                                                                                                                        | 04 June 2025         |
| 11 Dec 2025             | Local Council Tax Support Scheme 2026/27                             | Angela Matthews,<br>Benefits Manager, Alison<br>McCulloch, Revenues<br>Manager                                                 | Local Council Tax Support Scheme<br>2026/27                                                                                                                                                | 04 June 2025         |
| 11 Dec 2025             | People Development: Managing Performance<br>and Capability Procedure | Lynne Thomsett, People<br>Services Manager                                                                                     | Managing Performance- to replace the<br>current process for annual appraisals<br>Capability- to replace the existing<br>capability procedure                                               |                      |
| <b>15 JANUARY 2026</b>  |                                                                      |                                                                                                                                |                                                                                                                                                                                            |                      |
| <b>12 FEBRUARY 2026</b> |                                                                      |                                                                                                                                |                                                                                                                                                                                            |                      |
| 12 Feb 2026             | Budget and Treasury Monitoring Qtr. 3<br>2025/2026                   | Sue Leversedge,<br>Business Support Team<br>Leader                                                                             | This report sets out the revenue, capital<br>and treasury management activity from<br>1st April 2025 to 31st December 2025.                                                                | 16 July 2025         |
| 12 Feb 2026             | 2026/27 Progress & Delivery Measure Set                              | Claire Bailey, Senior<br>Change, Projects and<br>Performance Officer,<br>Darren Mellors,<br>Performance &<br>Programme Manager | Recommendations for the 2025/26<br>Progress and Delivery measure set,                                                                                                                      | 17 September<br>2025 |
| 12 Feb 2026             | WLDC Corporate Plan                                                  | Ellen King, Policy &                                                                                                           | This report presents for approval the                                                                                                                                                      |                      |

Strategy Officer –  
Corporate Strategy &  
Business Planning

Council's proposed Corporate Plan  
covering the period 2026 - 2028

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**16 APRIL 2026**

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16 Apr 2026      Review of Officer Code of Conduct

Lynne Thomsett, People  
Services Manager

To review the Officer Code of Conduct  
in light of associated updated policies.

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