

## CP&R Work Plan (as at 4 October 2023)

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### Purpose:

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

### Recommendation:

1. That Members note the content of this report.

Date	Title	Lead Officer	Purpose of the report	Date First Published
<b>9 NOVEMBER 2023</b>				
9 Nov 2023	Digital ICT Vision	Nova Roberts, Director of Change Management, ICT & Regulatory Services	This report asks members to adopt West Lindsey's Digital Vision, a copy of which is appended to this report. The Digital Vision is a forward-thinking framework which will enable the Council to benefit from advances in technology and to be open to new opportunities in support of two key Corporate Plan objectives. The overarching digital vision is for the Council to: "To enable modern, high quality services through digital technology that meet the needs of our customers and our staff."	01 September 2023
9 Nov 2023	Body Worn Video Policy	Grant White, Enterprising Communities Manager	To approve updated body worn video policy.	01 September 2023
9 Nov 2023	Mid-Year Treasury Update 2023/24	Peter Davy, Financial Services Manager (Deputy Section 151 Officer)	This report provides the Mid-Year update for Treasury Management Indicators in accordance with the Local Government Act 2003	30 May 2023
9 Nov 2023	Progress and Delivery Quarter Two (2023/24)	Claire Bailey, Change,	Progress and Delivery Quarter Two	30 May 2023

Projects and Performance (2023/24)  
Officer

9 Nov 2023	Replacement of Contact Centre	Ady Selby, Director - Operational & Commercial Services	To consider proposals to replace	01 September 2023
9 Nov 2023	Proposed Fees and Charges 2024/2025	Sue Leversedge, Business Support Team Leader	Propose Fees and Charges to take effect from 1 April 2024.	01 September 2023
9 Nov 2023	Budget and Treasury Monitoring - Quarter 2 2023/204	Sue Leversedge, Business Support Team Leader	This report sets out the revenue, capital and treasury management activity from 1st April 2023 to 30th September 2023.	01 September 2023
9 Nov 2023	Launch of Customer Experience Strategy	Lyn Marlow, Customer Strategy and Services Manager	To engage with members in regard to the Experience Strategy, the action plan and timetable for delivery of the strategy in years 1 and 2	01 September 2023
9 Nov 2023	Good Homes Alliance	Sarah Elvin, Homes, Health & Wellbeing Team Managerr	Seek support and allocate funding to the Good Homes Lincs pilot Project	

**19 DECEMBER 2023**

19 Dec 2023	Annual Review of Reserves 2023	Peter Davy, Financial Services Manager (Deputy Section 151 Officer)	There is a statutory requirement for Local Authorities to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement. In addition, as part of the budget process the Chief Finance Officer (Director of Corporate Services) is required to make a statement on the robustness of estimates and adequacy of reserves. In advance of finalising the Medium Term Financial Plan 2024/25 – 2029/30, this report gives Members the opportunity to consider in detail the outcome of the annual Earmarked	01 September 2023
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			Reserves Review and the level of General Fund Working Balance.	
19 Dec 2023	Council Debt Write Offs 2023/24	Alison McCulloch, Revenues Manager	Write offs for 2023/24 in relation to council tax, national non domestic rates, sundry debtor accounts and housing benefit overpayments.	01 September 2023
22 Jan 2024	Council Tax Empty Homes Premiums 2024/25	Alison McCulloch, Revenues Manager	Council Tax Empty Homes Premium Charges for 2024/25	01 September 2023
22 Jan 2024	Local Council Tax Support Scheme 2024/25	Alison McCulloch, Revenues Manager	Local Council Tax Support Scheme 2024/24	01 September 2023
<b>8 FEBRUARY 2024</b>				
8 Feb 2024	2024/25 Measure and Target Setting for Progress and Delivery	Claire Bailey, Change, Projects and Performance Officer, Darren Mellors, Performance & Programme Manager	A report to present the proposed 2024/25 Measure and Targets for Progress and Delivery	13 September 2023
8 Feb 2024	Corporate Policy and Resources Committee Draft Budget 2024/2025 and estimates to 2028/2029.	Sue Leversedge, Business Support Team Leader	The report sets out the draft Revenue Budget 2024/2025 including that of this Committee and those recommended by the Prosperous Communities Committee for the period 2024/2025. It also includes estimates to 2028/2029 to be included in the Medium Term Financial Plan.	13 September 2023
8 Feb 2024	2024/25 Progress and Delivery Framework	Claire Bailey, Change, Projects and Performance Officer, Darren Mellors, Performance & Programme Manager	Formal approval of 2024/25 Progress & Delivery framework.	13 September 2023
8 Feb 2024	Budget and Treasury Monitoring - Qtr 3 2023/2024	Sue Leversedge, Business Support Team Leader	This report sets out the revenue, capital and treasury management activity from 1st April 2023 to 31st December 2023.	13 September 2023

