

## Corporate Policy & Resources Committee Work Plan (as at 17 September 2025)

---

### 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>25 SEPTEMBER 2025</b>				
25 Sep 2025	Review of banking facilities - Gainsborough and surrounding area	Claire Hill, Economic Growth Officer	Review of banking facilities available in Gainsborough and surrounding area and deliverability of a banking hub in Gainsborough, as per the motion to Council at the end of January 2025.	16 July 2025
25 Sep 2025	Telephone and Screen Recording Procedure & Policy	Lyn Marlow, Customer Strategy and Services Manager	To approve updated Telephone Recording Procedure & Policy to include Screen Recording for internal purposes and update current policy with line with replacement Contact Center and legislative amendments.	16 July 2025
25 Sep 2025	Local Government Reorganisation (LGR)	Rachael Hughes, Head of Policy and Strategy	Update on LGR work and finances	
25 Sep 2025	Warm Homes Local Grant	Sarah Elvin, Homes, Health & Wellbeing Team Manager	Update in Warm Homes Local Grant Financial Position	
25 Sep 2025	Changing Places	Amy Potts, Programme Manager	Report outlining options and officer recommendations for a Changing Places facility, following a decision taken at 12th June CP&R to allocate £100k funding to enable provision	

within the district.

25 Sep 2025	Building Control ICT Contract	Nova Roberts, Director of Change Management, ICT & Regulatory Services	Seek approval to award a contract to Civica Flare for the on going provision of the Building Control ICT system
25 Sep 2025	Establishment of West Lindsey Leisure Centre Task & Finish Group	Alan Bowley, Interim Director of Operational and Commercial Services	To agree the terms of reference and membership of the West Lindsey Leisure Centre Task and Finish member working group
25 Sep 2025	LGR Consultant Contract Award	Rachael Hughes, Head of Policy and Strategy	Paper seeking approval to issue a Contract to Mutual Ventures to provide consultancy support in relation to LGR
25 Sep 2025	Replacement of Guildhall Emergency Standby Generator	Sue Leversedge, Business Support Team Leader	Following routine testing of the Guildhall's Emergency standby generator it developed a fault and stopped working. A replacement is now required and due to the value is required to be added to the Council's Capital Programme.

### 13 NOVEMBER 2025

22 Sep 2025	Gainsborough Health Provision	Amy Potts, Programme Manager	A report to outline existing GP provision in Gainsborough's scope, requirements and options, to form a business case working with the NHS Integrated Care Board (ICB) for a future working model	04 June 2025
13 Nov 2025	Levelling Up Fund Reconciliation	Sally Grindrod-Smith, Director Planning, Regeneration & Communities	Report to CP&R to demonstrate spend on the Thriving Gainsborough Levelling Up Fund Programme since 2021, and outline proposals for any budget remaining	04 June 2025
13 Nov 2025	Budget and Treasury Monitoring Qtr 2 25/26	Sue Leversedge,	This report sets out the revenue, capital	04 June 2025

		Business Support Team Leader	and treasury management activity from 1st April 2025 to 30th September 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	Options Report: Review of Civic Transport Arrangements	Katie Storr, Democratic Services & Elections Team Manager	To present a detailed options appraisal for retention and use of the civic car, or alternative arrangements, following deferral of the paper presented to the Corporate Policy & Resources Committee in February 2025.	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.	
13 Nov 2025	Garden Waste Subscription charge for 2026	Louise Deegan, Garden Waste & Fleet Co-ordinator	Corresponding Business Plan with recommendations for 2026 charges	

## 11 DECEMBER 2025

11 Dec 2025	Progress and Delivery Quarter Two (2025/26)	Claire Bailey, Change, Projects and Performance Officer, Darren Mellors, Performance & Programme Manager	Progress and Delivery Quarter Two (2025/26)	04 June 2025
11 Dec 2025	Council Debts for Write Off 2025/26	Alison McCulloch, Revenues Manager	Council Debts for Write Off 2025/26	04 June 2025
26 Jan 2026	Local Council Tax Support Scheme 2026/27	Angela Matthews, Benefits Manager, Alison McCulloch, Revenues Manager	Local Council Tax Support Scheme 2026/27	04 June 2025

## 15 JANUARY 2026

26 Jan 2026	WLDC Corporate Plan	Paul Burkinshaw, Chief Executive	This report presents, for adoption, the Council's new Corporate Plan	
<b>12 FEBRUARY 2026</b>				
12 Feb 2026	Budget and Treasury Monitoring Qtr. 3 2025/2026	Sue Leversedge, Business Support Team Leader	This report sets out the revenue, capital and treasury management activity from 1st April 2025 to 31st December 2025.	16 July 2025
12 Feb 2026	2026/27 Progress & Delivery Measure Set	Claire Bailey, Change, Projects and Performance Officer, Darren Mellors, Performance & Programme Manager	Recommendations for the 2025/26 Progress and Delivery measure set,	