

Corporate Policy & Resources Committee Work Plan (as at 3 December 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
11 DECEMBER 2025				
11 Dec 2025	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
11 Dec 2025	Progress and Delivery Quarter Two (2025/26)	Claire Bailey, Senior 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
11 Dec 2025	People Development: Managing Performance and Capability Procedure	Lynne Thomsett, People Services Manager	Managing Performance- to replace the current process for annual appraisals Capability- to replace the existing capability procedure	05 November 2025

11 Dec 2025	Community Grants Programme	Grant White, Communities Manager	To update on the Community Grants Programme spend and approve allocation from earmarked reserve.	
11 Dec 2025	Contract Exemption Report - Customer Relationship Management System	Tom Hamilton, Senior Systems Development Officer	Exemption report due to financial regulation rules	
11 Dec 2025	Building Control and Commercial Waste Services Fees and Charges 2026/27	Sue Leversedge, Financial Services Manager (Deputy Section 151)	Proposed Building Control and Commercial Waste Fees and Charges 2026/27	
15 JANUARY 2026				
15 Jan 2026	Committee Timetable 2026/27 for approval and Draft Timetable for 2027/28 for noting	Ele Snow, Senior Democratic and Civic Officer	For Members to consider and approve the timetable for the 2026/27 civic year, and note the early indicated dates for 2025/26	
15 Jan 2026	Review of Earmarked Reserves 2025/26	Sue Leversedge, Financial Services Manager (Deputy Section 151)	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 on 2nd March 2026.	
15 Jan 2026	Change to Terms of Reference of the Savings Board	Peter Davy, Director of Finance and Assets (Section 151 Officer)	To make changes to the Terms of Reference of the Savings Board	
15 Jan 2026	Homelessness reserve draw down	Sarah Elvin, Homes, Health & Wellbeing Team Manager	report to outline a proposed drawn down from the homelessness reserve	
12 FEBRUARY 2026				
12 Feb 2026	2026/27 Progress & Delivery Measure Set	Claire Bailey, Senior Change, Projects and	Recommendations for the 2025/26 Progress and Delivery measure set,	17 September 2025

		Performance Officer, Darren Mellors, Performance & Programme Manager		
12 Feb 2026	WLDC Corporate Plan	Ellen King, Policy & Strategy Officer – Corporate Strategy & Business Planning	This report presents for approval the Council's proposed Corporate Plan covering the period 2026 - 2028	05 November 2025
12 Feb 2026	Review of the Anti Money Laundering and Financial Crime Policy	Peter Davy, Director of Finance and Assets (Section 151 Officer)	To review the updated policy which outlines the Council's approach to preventing and identifying all forms of Money Laundering and Financial Crime	
12 Feb 2026	Budget and Treasury Monitoring Qtr. 3 2025/2026	Sue Leversedge, Financial Services Manager (Deputy Section 151)	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	Corporate Policy and Resources Committee Draft Budget 2026/2027 and estimates to 2030/2031	Sue Leversedge, Financial Services Manager (Deputy Section 151)	The report sets out the draft Revenue Budget 2026/2027 including that of this Committee and those recommended by the Prosperous Communities Committee for the period 2026/2027. It also includes estimates to 2030/2031 to be included in the Medium Term Financial Plan.	
12 Feb 2026	Medium Term Financial Plan 27/28-31/32, the budget 27/28, capital programme 27/28 to 31/32	Peter Davy, Director of Finance and Assets (Section 151 Officer)	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 also sets out the Council Tax for 2026/27. The Medium Term Financial Analysis includes the budget for 2026/27 and estimates to 2030/31. It is based on assumptions of levels of	

futures Government Funding and revises previous estimates up to 2029/30. The Capital Investment Strategy and Capital Programme records the Council's five year investment plan. The Treasury Management Strategy details the Council's Investment, Borrowing Strategies and Minimum Revenue Provision Policy.

16 APRIL 2026

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.	05 November 2025
16 Apr 2026	Annual Treasury Management Report 2025/26	Caroline Capon, Corporate Finance Team Leader	To report on Annual Treasury Management activities and prudential indicators for 2025/26 in accordance with the Local Government Act 2003	
