

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>The Executive</b>
<b>Date:</b>	<b>23 January 2017</b>
<b>Subject:</b>	<b>The Executive's Forward Work Programme</b>
<b>Portfolio Holder(s):</b>	<b>Cllr Ieuan Williams</b>
<b>Head of Service:</b>	<b>Lynn Ball Head of Function – Council Business / Monitoring Officer</b>
<b>Report Author:</b> Tel: E-mail:	<b>Huw Jones, Head of Democratic Services</b> <b>01248 752108</b> <a href="mailto:JHuwJones@anglesey.gov.uk">JHuwJones@anglesey.gov.uk</a>
<b>Local Members:</b>	<b>Not applicable</b>

<b>A –Recommendation/s and reason/s</b>
<p>In accordance with its Constitution, the Council is required to publish a forward work programme and to update it regularly. The Executive Forward Work Programme is published each month to enable both members of the Council and the public to see what key decisions are likely to be taken over the coming months.</p> <p>The Executive is requested to:</p> <p>confirm the attached updated work programme which covers <b>February – September 2017</b>;</p> <p>identify any matters subject to consultation with the Council's Scrutiny Committees and confirm the need for Scrutiny Committees to develop their work programmes further to support the Executive's work programme;</p> <p>note that the forward work programme is updated monthly and submitted as a standing monthly item to the Executive.</p>

**B – What other options did you consider and why did you reject them and/or opt for this option?**

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**C – Why is this a decision for the Executive?**

The approval of the Executive is sought before each update is published to strengthen accountability and forward planning arrangements.

**D – Is this decision consistent with policy approved by the full Council?**

Yes.

**DD – Is this decision within the budget approved by the Council?**

Not applicable.

<b>E – Who did you consult?</b>		<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	The forward work programme is discussed at Heads of Service meetings ('Penaethiaid') on a monthly basis (standing agenda item).  It is also circulated regularly to Corporate Directors and Heads of Services for updates.
2	<b>Finance / Section 151</b> (mandatory)	
3	<b>Legal / Monitoring Officer</b> (mandatory)	
5	<b>Human Resources (HR)</b>	
6	<b>Property</b>	
7	<b>Information Communication Technology (ICT)</b>	
8	<b>Scrutiny</b>	
9	<b>Local Members</b>	Not applicable.
10	<b>Any external bodies / other/s</b>	Not applicable.

\* Key:

*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*

<b>F – Risks and any mitigation (if relevant)</b>	
<b>1</b>	<b>Economic</b>
<b>2</b>	<b>Anti-poverty</b>
<b>3</b>	<b>Crime and Disorder</b>
<b>4</b>	<b>Environmental</b>
<b>5</b>	<b>Equalities</b>
<b>6</b>	<b>Outcome Agreements</b>
<b>7</b>	<b>Other</b>
<b>FF - Appendices:</b>	
The Executive's Forward Work Programme: February – September 2017.	

<b>G - Background papers (please contact the author of the Report for any further information):</b>

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# THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: February – September 2017

Updated: 12 January 2017



The Executive's forward work programme enables both Members of the Council and the public to see what key decisions are likely to be taken by the Executive over the coming months.

Executive decisions may be taken by the Executive acting as a collective body or by individual members of the Executive acting under delegated powers. The forward work programme includes information on the decisions sought, who will make the decisions and who the lead Officers and Portfolio Holders are for each item.

It should be noted, however, that the work programme is a flexible document as not all items requiring a decision will be known that far in advance and some timescales may need to be altered to reflect new priorities etc. The list of items included is therefore reviewed regularly.

Reports will need to be submitted from time to time regarding specific property transactions, in accordance with the Asset Management Policy and Procedures. Due to the influence of the external market, it is not possible to determine the timing of reports in advance.

The Executive's draft Forward Work Programme for the period **February – September 2017** is outlined on the following pages.

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## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: February – September 2017

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Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)	
<b>February 2017</b>							
1	<p><b>Write off of Debts in value of over £5,000</b></p> <p>Approve write off of debts.</p>	Finance Portfolio Holder and Section 151 Officer.	Resources	<p>Marc Jones Head of Function – Resources / Section 151 Officer</p> <p>Cllr Hywel Eifion Jones</p>		<p>Delegated Decision</p> <p>February 2017</p>	
2	<p><b>Rent of Council Housing and Garages during 2017-18</b></p> <p>Approval of increase in rents.</p>	Housing and Social Services Portfolio Holder.	Housing	<p>Shan Lloyd Williams Head of Housing Services</p> <p>Cllr Aled Morris Jones</p>		<p>Delegated decision</p> <p>February 2017</p>	
3	<p><b>The Executive's Forward Work Programme (S)</b></p> <p>Approval of monthly update.</p>	The approval of the full Executive is sought to strengthen forward planning and accountability.	Council Business	<p>Huw Jones Head of Democratic Services</p> <p>Cllr Ieuan Williams</p>		<p>The Executive</p> <p>14 February 2017</p>	
4	<p><b>2017/18 Budget (S)</b></p> <p>Adoption of final proposals for recommendation to the County Council.</p>	This is a matter for the Executive as it falls within the Council's Budget Framework.	Resources	<p>Marc Jones Head of Function – Resources / Section 151 Officer</p> <p>Cllr Hywel Eifion Jones</p>	6 February 2017	<p>The Executive</p> <p>14 February 2017</p>	28 February 2017

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5 <b>Financial Reserves</b>  To provide an update on the situation relating to financial reserves.	This is a matter for the full Executive as it provides assurance of current financial position.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones		The Executive  14 February 2017	
6 <b>Discretionary Business Rate Relief Policy for 2017/18</b>  Approve policy for 2017/18.	There is a requirement for a collective decision by the Executive in detailing additional business rates relief to be awarded to charities and non-profit making organisations.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones		The Executive  14 February 2017	
7 <b>Charges for non-residential services 2017/18</b>  Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services  Cllr Aled Morris Jones		The Executive  14 February 2017	
8 <b>Standard Charge for Council Care Homes 2017/18</b>  Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services  Cllr Aled Morris Jones		The Executive  14 February 2017	

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9	<b>Independent Sector Residential and Nursing Home Fees 2017/18</b>  Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services  Cllr Aled Morris Jones		The Executive  14 February 2017	
10	<b>Charges for independent home care services 2017/18</b>  Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services  Cllr Aled Morris Jones		The Executive  14 February 2017	
11	<b>Housing Revenue Account – Housing Capital Programme 2017-2018</b>  Approval.	The approval of the Executive is requested on the capital programme.	Housing	Shan Lloyd Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  14 February 2017 (to be confirmed)	
12	<b>Social Services and Well-being Act Needs Assessment</b>  Statutory approval of regional assessment.	Statutory code of Practice: "The local authority and Local Health Board are required formally to approve the population assessment report. This will need to be done by the Board of the Local Health Board and in the case of the local authority will	Adults' Services	Alwyn Jones Head of Adults' Services  Cllr Aled Morris Jones	24 January 2017	The Executive  14 February 2017	28 February 2017

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	need to be approved by the full Council on submission by the Council's Executive or board. This will ensure that the information contained within the report is considered at the most senior levels within these organisations.”					
13	<b>Well-being Assessment – Local Services Board</b>  Approval of the Well-being Assessment.	Chief Executive	Dr Gwynne Jones Chief Executive  Cllr Ieuan Williams	24 January 2017	The Executive  14 February 2017	
14	<b>Full Business Case for New School at Bro Rhosyr/Bro Aberffraw</b>  Approval of business case.	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes		The Executive  14 February 2017	
15	<b>Transformation of the Library Service</b>  Approval of strategy.	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes	6 February 2017	The Executive  14 February 2017	

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16	<b>Transformation of the Youth Service</b>	The decision of the full Executive is sought with regard to the preferred model for the youth service from April 2017.	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes	22 November 2016	The Executive  14 February 2017
17	<b>Welsh in Education – Strategic Plan 2017-2020</b>  Approval of Plan.		Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes		The Executive  14 February 2017
18	<b>Supporting People Commissioning Plan</b>	Approval is sought, prior to submission to the Regional Commissioning Committee and Welsh Government	Housing	Shan Lloyd Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  14 February 2017
19	<b>Use of Council Tax Premium on second homes and long term vacant properties</b>	This is a matter for the full Executive as it relates to the use of finance received as a result of an additional Council Tax premium.	Housing	Shan Lloyd Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  14 February 2017

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20	<b>Sites on Anglesey for Gypsies and Travellers</b>  To agree the next steps.	Housing	Shan Lloyd Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  14 February 2017	
<b>March 2017</b>						
21	<b>Annual Equality Report 2015/16</b>  Approval of report.	Social Services and Housing Portfolio Holder	Council Business	Huw Jones Head of Democratic Services  Cllr Aled Morris Jones		Delegated decision  March 2017
22	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	The approval of the full Executive is sought to strengthen forward planning and accountability.	Council Business	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  20 March 2017
23	<b>Corporate Scorecard – Quarter 3, 2016/17 (S)</b>  Quarterly performance monitoring report.	This is a matter for the full Executive as it provides assurance of current performance across the Council.	Corporate Transformation	Scott Rowley Head of Corporate Transformation  Cllr Alwyn Rowlands	13 March 2017	The Executive  20 March 2017

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24	<p><b>2016/17 Revenue and Capital Budget Monitoring Report – Quarter 3 (S)</b></p> <p>Quarterly financial monitoring report.</p>	<p>This is a matter for the full Executive as it provides assurance of current financial position across the Council.</p>	Resources	<p>Marc Jones Head of Function – Resources / Section 151 Officer</p> <p>Cllr Hywel Eifion Jones</p>	13 March 2017	<p>The Executive 20 March 2017</p>	
25	<p><b>Discretionary Housing Payments Policy 2017/18</b></p> <p>Report on administration of policy in 2016/17 and any recommended changes – determine policy.</p>	<p>There is a requirement for a collective decision by the Executive in detailing additional help towards housing costs for some benefit claimants.</p>	Resources	<p>Marc Jones Head of Function – Resources / Section 151 Officer</p> <p>Cllr Hywel Eifion Jones</p>		<p>The Executive 20 March 2017</p>	
26	<p><b>CSSIW Inspection of Children's Services in Anglesey</b></p>	<p>The approval of the full Executive is sought since the inspection has looked at the way that a number of services provide care and support for children, young people and their carers.</p>	Children's Services	<p>Llyr Bryn Roberts Interim Head of Children's Services</p> <p>Cllr Aled Morris Jones</p>	13 March 2017	<p>The Executive 20 March 2017</p>	

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27	<b>Transformation of the Culture Service – Heritage assets</b>	The approval of the full Executive is sought with regard to the future of the heritage assets.	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes	16 February 2017	The Executive  20 March 2017	
28	<b>Childcare Sufficiency Assessment</b>  Approval.	The approval of the full Executive is sought before submitting the Assessment to Welsh Government.	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes		The Executive  20 March 2017	
29	<b>Housing Revenue Account Business Plan and Draft Budget 2017-2018</b>  Approval.	The approval of the Executive is requested on the Business Plan and capital and revenue budgets prior to submission to the Welsh Government.	Housing	Shan Lloyd Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  20 March 2017	
30	<b>Interim Homeless Strategy</b>  To approve the interim Homeless Strategy, which is a statutory strategy.		Housing	Shan Lloyd Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  20 March 2017	

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<b>April 2017</b>						
31	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	The approval of the full Executive is sought to strengthen forward planning and accountability.	Council Business	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  24 April 2017
<b>June 2017</b>						
32	<b>Welsh Language Standards Annual Report</b>  Approval of report.	Portfolio holder with responsibility for the Welsh language.	Council Business	Huw Jones Head of Democratic Services  Relevant portfolio holder	To be confirmed	Delegated decision  June 2017
33	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	The approval of the full Executive is sought to strengthen forward planning and accountability.	Council Business	Huw Jones Head of Democratic Services  Relevant portfolio holder		The Executive  June 2017
34	<b>Corporate Scorecard – Quarter 4, 2016/17 (S)</b>  Quarterly performance monitoring report.	This is a matter for the full Executive as it provides assurance of current performance across the Council.	Corporate Transformation	Scott Rowley Head of Corporate Transformation  Relevant portfolio holder	TBA	The Executive  June 2017

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35	<b>2016/17 Revenue and Capital Budget Monitoring Report – Quarter 4 (S)</b>  Quarterly financial monitoring report.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer  Relevant portfolio holder	TBA	The Executive  June 2017	
<b>July 2017</b>						
36	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	Council Business	Huw Jones Head of Democratic Services  Relevant portfolio holder		The Executive  July 2017	
<b>September 2017</b>						
37	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	Council Business	Huw Jones Head of Democratic Services  Relevant portfolio holder		The Executive  September 2017	
38	<b>Annual Performance Report (Improvement Plan) 2016/17</b>  Approval of report and recommendation to full Council.	Corporate Transformation	Scott Rowley Head of Corporate Transformation  Relevant portfolio holder		The Executive  September 2017	September 2017

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39	<p><b>Corporate Plan 2017 – 2022</b></p> <p>Approval of report and recommendation to full Council.</p>	Forms part of the Council's Policy Framework – a collective decision is required to make a recommendation to the full Council.	Corporate Transformation	<p>Scott Rowley Head of Corporate Transformation</p> <p>Relevant portfolio holder</p>		<p>The Executive</p> <p>September 2017</p>	September 2017
40	<p><b>Corporate Scorecard – Quarter 1, 2017/18 (S)</b></p> <p>Quarterly performance monitoring report.</p>	This is a matter for the full Executive as it provides assurance of current performance across the Council.	Corporate Transformation	<p>Scott Rowley Head of Corporate Transformation</p> <p>Relevant portfolio holder</p>	TBA	<p>The Executive</p> <p>September 2017</p>	
41	<p><b>2017/18 Revenue and Capital Budget Monitoring Report – Quarter 4 (S)</b></p> <p>Quarterly financial monitoring report.</p>	This is a matter for the full Executive as it provides assurance of current financial position across the Council.	Resources	<p>Marc Jones Head of Function – Resources / Section 151 Officer</p> <p>Relevant portfolio holder</p>	TBA	<p>The Executive</p> <p>September 2017</p>	

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