

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	The Executive
Date:	18 September 2017
Subject:	The Executive's Forward Work Programme
Portfolio Holder(s):	Cllr Llinos Medi
Head of Service:	Lynn Ball Head of Function – Council Business / Monitoring Officer
Report Author: Tel: E-mail:	Huw Jones, Head of Democratic Services 01248 752108 JHuwJones@anglesey.gov.uk
Local Members:	Not applicable

A –Recommendation/s and reason/s
<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 October 2017 – May 2018;</p> <p>identify any matters for specific input and 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.

E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
5	Human Resources (HR)	
6	Property	
7	Information Communication Technology (ICT)	
8	Scrutiny	
9	Local Members	Not applicable.
10	Any external bodies / other/s	Not applicable.

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

F – Risks and any mitigation (if relevant)		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	
FF - Appendices:		
The Executive's Forward Work Programme: October 2017 – May 2018.		

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

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THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2017 – May 2018

Updated: 11 September 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 **October 2017 – May 2018** is outlined on the following pages.

* *Key:*

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Period: October 2017 – May 2018

Updated: 11 September 2017

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)
October 2017						
1	The Executive's Forward Work Programme (S) 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 Llinos Medi		The Executive 30 October 2017
2	Annual Performance Report (Improvement Plan) 2016/17 Approval of report and recommendation to full Council.	Forms part of the Council's Policy Framework – a collective decision is required to make a recommendation to the full Council.	Corporate Transformation	Scott Rowley Head of Corporate Transformation Cllr Dafydd Rhys Thomas	2 October 2017	The Executive 30 October 2017 30 October 2017 (To be confirmed)
3	Capital Budget Strategic Plan 2018/19	This is a matter for the Executive as it falls within the Council's Budget Framework.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith	TBC	The Executive 30 October 2017
4	Extra Care Housing, Seiriol – Engagement		Adults' Services	Alwyn Jones Head of Adults' Services Cllr Llinos Medi	2 October 2017	The Executive 30 October 2017

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5	Schools' Modernisation – Seiriol Area – Informal Consultation	Learning	Delyth Molyneux Head of Learning Cllr R Meirion Jones	2 October 2017	The Executive 30 October 2017	
6	Performance Review of Social Services (CSSIW)		Caroline Turner Assistant Chief Executive – Governance and Business Process Transformation Cllr Llinos Medi	2 October 2017	The Executive 30 October 2017	
7	Annual Report – Achievements against the Tenants Participation Strategy	Housing	Shan Lloyd Williams Head of Housing Services Cllr Alun W Mummery		The Executive 30 October 2017	
November 2017						
8	2018/19 Budget (S) To finalise the Executive's initial draft budget proposals for consultation.	This is a matter for the Executive as it falls within the Council's Budget Framework.	Council Business	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith	17 October 2017	The Executive 6 November 2017

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9 The Executive's Forward Work Programme (S) 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 Llinos Medi		The Executive 27 November 2017	
10 Corporate Scorecard – Quarter 2, 2017/18 (S) 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 Dafydd Rhys Thomas	13 November 2017	The Executive 27 November 2017	
11 2017/18 Revenue and Capital Budget Monitoring Report – Quarter 2 (S) Quarterly financial monitoring report.	This is a matter for the full Executive as it provides assurance of current financial position across the Council.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith	TBC	The Executive 27 November 2017	
12 2018/19 Council Tax Base (S) To determine the tax base for 2018/19	This is a delegated matter for the Executive as it falls within the Council's Budget and Council Tax setting framework	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith	TBC	The Executive 27 November 2017	

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13	2018/19 Council Tax Reduction Scheme (O) To recommend to the Full Council the proposed scheme for 2018/19.	A collective decision is required to make a recommendation to the Full Council as part of the Budget and Council Tax setting framework	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith		The Executive 27 November 2017	12 December 2017
14	Proposed changes to the Contract Procedure Rules To recommend to the full Council the amendments proposed by the Procurement Section before a final decision by the Council.	Collective decision required by the Executive in order to put forward a recommendation to the Council as a final decision will involve amendment to the Constitution.	Resources / Council Business	Marc Jones Head of Function – Resources / Section 151 Officer Lynn Ball Head of Function – Council Business / Monitoring Officer Cllr John Griffith Cllr Dafydd Rhys Thomas		The Executive 27 November 2017	12 December 2017
15	Transformation of the Library Service		Learning	Delyth Molyneux Head of Learning Cllr R Meirion Jones	13 November 2017	The Executive 27 November 2017	
16	Transformation of the Culture Service		Learning	Delyth Molyneux Head of Learning Cllr R Meirion Jones	14 November 2017	The Executive 27 November 2017	

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17	Asset Management Strategy – Council Housing	This is a matter for the full Executive as the document forms part of the Housing Revenue Account work programme which is adopted by the Executive.	Housing	Shan Lloyd Williams Head of Housing Services Cllr Alun W Mummery		The Executive 27 November 2017	
18	Holyhead Council Housing Development Plan		Housing	Shan Lloyd Williams Head of Housing Services Cllr Alun W Mummery		The Executive 27 November 2017	
19	Tackling Poverty Strategy Approval of draft strategy for consultation.		Housing	Shan Lloyd Williams Head of Housing Services Cllr Alun W Mummery		The Executive 27 November 2017	
December 2017							
20	Write off of Debts in value of over £5,000 (O) Approve write off of debts.	Finance Portfolio Holder and Section 151 Officer	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith		Delegated Decision 15 December 2017	
21	The Executive's Forward Work Programme (S) Approval of monthly	The approval of the full Executive is sought to strengthen forward planning and accountability.	Council Business	Huw Jones Head of Democratic Services Cllr Llinos Medi		The Executive 18 December 2017	

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update.						
22 Schools with fewer than 120 pupils Approval of strategic direction.		Learning	Delyth Molyneux Head of Learning Cllr R Meirion Jones		The Executive 18 December 2017	
23 Treasury Management Mid Year Review 2017/18	This is a matter for the Executive as it falls within the Council's Budget Framework.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith		The Executive 18 December 2017	
24 Treasury Management Strategy 2018/19 Adoption of strategy for the new financial year.	This is a matter for the Executive as it falls within the Council's Budget Framework.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith	TBC	The Executive 18 December 2017	28 February 2018
25 Schools' Modernisation – Llangefni Area – Feedback on second consultation		Learning	Delyth Molyneux Head of Learning Cllr R Meirion Jones		The Executive 18 December 2017	

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January 2018						
26	The Executive's Forward Work Programme (S) 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 Llinos Medi		The Executive 29 January 2018
February 2018						
27	Write off of Debts in value of over £5,000 (O) Approve write off of debts.	Finance Portfolio Holder and Section 151 Officer	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith		Delegated Decision 28 February 2018
28	The Executive's Forward Work Programme (S) 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 Llinos Medi		The Executive 19 February 2018
29	2018/19 Budget (S) Adoption of final proposals for recommendation to the County Council.	This is a matter for the Executive as it falls within the Council's Budget Framework.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith	5 February 2018	The Executive 19 February 2018 28 February 2018

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30 Fees and Charges 2018/19	This is a matter for the Executive as it falls within the Council's Budget Framework.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith		The Executive 19 February 2018	
31 Financial Reserves 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 John Griffith		The Executive 19 February 2018	
32 Discretionary Business Rate Relief Policy (O) Approve new policy following public consultation	A collective decision is required 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 John Griffith		The Executive 19 February 2018	
33 Charges for non-residential services 2018/19 Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services Cllr Llinos Medi		The Executive 19 February 2018	

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34 Standard Charge for Council Care Homes 2018/19 Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services Cllr Llinos Medi		The Executive 19 February 2018	
35 Independent Sector Residential and Nursing Home Fees 2018/19 Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services Cllr Llinos Medi		The Executive 19 February 2018	
36 Charges for independent home care services 2018/19 Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services Cllr Llinos Medi		The Executive 19 February 2018	
March 2018						
37 The Executive's Forward Work Programme (S) 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 Llinos Medi		The Executive 26 March 2018	
38 Corporate Scorecard –	This is a matter for the	Corporate	Scott Rowley		The Executive	

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Quarter 3, 2017/18 (S) Quarterly performance monitoring report.	full Executive as it provides assurance of current performance across the Council.	Transformation	Head of Corporate Transformation Cllr Dafydd Rhys Thomas		26 March 2018	
39 2017/18 Revenue and Capital Budget Monitoring Report – Quarter 3 (S) Quarterly financial monitoring report.	This is a matter for the full Executive as it provides assurance of current financial position across the Council.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith		The Executive 26 March 2018	
40 Discretionary Housing Payments Policy 2018/19 (O) Report on administration of the policy for 2017/18 and any recommended changes – determine policy	There is a requirement for a collective decision by the Executive in detailing additional help towards housing costs for some benefit claimants	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith		The Executive 26 March 2018	
41 Tenants Participation Strategy 2018 – 2021		Housing	Shan Lloyd Williams Head of Housing Services Cllr Alun W Mummery		The Executive 26 March 2018	
April 2018						
42 The Executive's	The approval of the full	Council	Huw Jones		The Executive	

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Forward Work Programme (S) Approval of monthly update.	Executive is sought to strengthen forward planning and accountability.	Business	Head of Democratic Services Cllr Llinos Medi		30 April 2018	
May 2018						
43 The Executive's Forward Work Programme (S) 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 Llinos Medi		The Executive .. May 2018	

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