

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	The Executive
Date:	25 January 2016
Subject:	The Executive's Forward Work Programme
Portfolio Holder(s):	Cllr Ieuan Williams
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 February – September 2016;</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.

E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (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	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: February – September 2016.		

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: February – September 2016

Updated: 15 January 2016



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 2016** is outlined on the following pages.

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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)
FEBRUARY 2016						
1	<p>The Executive's Forward Work Programme (S)</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>		The Executive 8 February 2016
2	<p>Scrutiny Outcome Panel: 2015/16 Efficiency Savings</p>	This is a matter for the full Executive as there are a number of recommendations which require their approval.	Council Business	<p>Huw Jones Head of Democratic Services</p> <p>Cllr R Meirion Jones</p>	1 February 2016	The Executive 8 February 2016
3	<p>Business Rates Discretionary Relief Policy for Charities and Non-Profit making Organisations 2016/17</p> <p>To determine policy.</p>	A collective Executive decision is required to detail business rates relief support for charities and non-profit making organisations.	Resources	<p>Marc Jones Head of Function – Resources / Section 151 Officer</p> <p>Cllr Hywel Eifion Jones</p>		The Executive 8 February 2016
4	<p>Gypsy Travellers Accommodation Needs Assessment</p>	The approval of the full Executive is sought before submitting the Accommodation Needs Assessment to Welsh Government.	Housing Services	<p>Shan L Williams Head of Housing Services</p> <p>Cllr Aled Morris Jones</p>	2 February 2016	The Executive 8 February 2016

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5	<p>Rent and Service Charge for Council Housing Tenants 2016-2017.</p> <p>Approval.</p>	<p>This is a matter for the Executive as it falls within the HRA Business Plan and a statutory duty to agree annual rent and service charges levels. 4 weeks' notice required before it becomes operational April 2016.</p>	Housing Services	<p>Shan L Williams Head of Housing Services</p> <p>CIlr Aled Morris Jones</p>		<p>The Executive</p> <p>8 February 2016</p>	
6	<p>Llawr y Dref, Llangefni – Business Case (S)</p>	<p>The approval of the full Executive is sought as it is a strategic and transformational decision affecting the future use of Llawr y Dref, Llangefni.</p>	Housing Services	<p>Shan L Williams Head of Housing Services</p> <p>CIlr Aled Morris Jones</p>		<p>The Executive</p> <p>8 February 2016</p>	
7	<p>Transformation of the Library Service</p> <p>To decide on a shortlist of options for formal consultation.</p>	<p>A decision is requested from the Executive on the shortlist of options to be subject to statutory consultation by September 2016.</p>	Lifelong Learning	<p>Delyth Molyneux Head of Learning</p> <p>CIlr Kenneth P Hughes</p>	<p>1 February 2016</p>	<p>The Executive</p> <p>8 February 2016</p>	

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8 Transformation of the Youth Service To decide on the preferred option for implementation following full public consultation.	The Executive is requested to agree and decide on the preferred option and the structure and nature of the service from April 2017 onwards.	Lifelong Learning	Delyth Molyneux Head of Learning Cllr Kenneth P Hughes	2 February 2016	The Executive 8 February 2016	
9 Licensing Policy Approval of policy.	Forms part of the Council's Policy Framework - a collective decision is required to make a recommendation to the full Council.	Planning and Public Protection	Jim Woodcock Head of Planning and Public Protection Cllr Richard Dew		The Executive 8 February 2016	10 March 2016
MARCH 2016						
10 2016/17 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 Hywel Eifion Jones	1 February 2016	The Executive 7 March 2016	10 March 2016
11 Treasury Management Strategy 2016//17 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 Hywel Eifion Jones		The Executive 7 March 2016	10 March 2016

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12 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 Hywel Eifion Jones		The Executive 7 March 2016	
13 Council Tax Premiums for Second Homes and Long Term Empty Property To recommend to Full Council the level of premiums to adopt from April 2017.	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 Hywel Eifion Jones		The Executive 7 March 2016	10 March 2016
14 Charges for non-residential services 2016/17 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 7 March 2016	
15 Standard Charge for Council Care Homes 2016/17 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 7 March 2016	

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16 Independent Sector Residential and Nursing Home Fees 2016/17 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 7 March 2016	
17 Charges for independent home care services 2016/17 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 7 March 2016	
18 Application to suspend Right To Buy (RTB) Approval.	The approval of the full Executive is sought before submitting the application to Welsh Government.	Housing Services	Shan L Williams Head of Housing Services Cllr Aled Morris Jones		The Executive 7 March 2016	
19 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 Ieuan Williams		The Executive 14 March 2016	

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20	Welsh Language Policy Approval of a policy which incorporates the Welsh Language Standards.	A decision by the full Executive is required as a recommendation will need to be made to the full Council to change the policy framework.	Council Business	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 14 March 2016	.. May 2016
21	Strategic Equality Plan 2016-2020 Approval.	This is a matter for the full Executive to decide as it involves a key Council document.	Council Business	Huw Jones Head of Democratic Services Cllr Aled Morris Jones		The Executive 14 March 2016	
22	Annual Equality Report 2014/15 Approval.	This report is linked to the above Strategic Equality Plan	Council Business	Huw Jones Head of Democratic Services Cllr Aled Morris Jones		The Executive 14 March 2016	
23	Corporate Scorecard – Quarter 3, 2015/16 (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 Alwyn Rowlands	14 March 2016	The Executive 14 March 2016	

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24	Partnerships Policy Approval.	This is a matter for the full Executive as it forms an integral part of the Council's governance arrangements.	Partnerships, Community and Service Improvement	Annwen Morgan Assistant Chief Executive – Partnerships, Community and Service Improvement Cllr Alwyn Rowlands	12 April 2016	Pwyllgor Gwaith 14 March 2016	
25	2015/16 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 Hywel Eifion Jones	14 March 2016	The Executive 14 March 2016	
26	Discretionary Housing Payments Policy 2016/17 Report on administration of policy in 2015/16 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 Hywel Eifion Jones		The Executive 14 March 2016	
27	Supporting People Commissioning Plan 2016-2019	The approval of the full Executive is sought before submitting the Commissioning Plan to Welsh Government.	Housing Services	Shan L Williams Head of Housing Services Cllr Aled Morris Jones		The Executive 14 March 2016	

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28	Housing Revenue Account 30 year Business Plan 2016 – 2046 and HRA Housing Capital Programme 2016 to 2017 (S) Approval.	Housing Services	Shan L Williams Head of Housing Services Cllr Aled Morris Jones		The Executive 14 March 2016	
APRIL 2016						
29	The Executive's Forward Work Programme (S) Approval of monthly update.	Council Business	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 25 April 2016	
30	Final Report of the Scrutiny Outcome Panel: Debt Management	Council Business	Huw Jones Head of Democratic Services Cllr R Meirion Jones	14 March 2016	The Executive 25 April 2016	

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31	<p>Anti Social Behaviour</p> <p>Approval of changes to the Officer Delegation Scheme in the Constitution to allocate powers within the Anti Social Behaviour Act 2014 to officers.</p>	<p>Recommendation to the Council to be made by the full Executive as this matter has not been delegated to any portfolio holder.</p>	Council Business	<p>Lynn Ball Head of Function – Council Business / Monitoring Officer</p> <p>Cllr Alwyn Rowlands</p>		<p>The Executive</p> <p>25 April 2016</p>	May 2016
32	<p>Annual Delivery Document (Improvement Plan) 2016/17</p> <p>Approval of report and recommendation to full Council.</p>	<p>Forms part of the Council's Policy Framework – a collective decision is required to make a recommendation to the full Council.</p>	Corporate Transformation	<p>Scott Rowley Head of Corporate Transformation</p> <p>Cllr Alwyn Rowlands</p>		<p>The Executive</p> <p>25 April 2016</p>	May 2016
33	<p>Common Allocations Policy</p> <p>Adoption of final policy, post consultation.</p>	<p>This is a matter for the full Executive to decide as it involves a key Council policy.</p>	Housing Services	<p>Shan L Williams Head of Housing Services</p> <p>Cllr Aled Morris Jones</p>		<p>The Executive</p> <p>25 April 2016</p>	

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34	Transformation of the Culture Service To decide on the options to implement following public consultation and expressions of interest.	Lifelong Learning	Delyth Molyneux Head of Learning Cllr Kenneth P Hughes	12 April 2016	The Executive 25 April 2016	
MAY 2016						
35	The Executive's Forward Work Programme (S) Approval of monthly update.	Council Business	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive .. May 2016	
36	Corporate Scorecard – Quarter 4, 2015/16 (S) Quarterly performance monitoring report.	Corporate Transformation	Scott Rowley Head of Corporate Transformation Cllr Alwyn Rowlands	TBA	The Executive May 2016	
37	2015/16 Revenue and Capital Budget Monitoring Report – Quarter 4 (S) Quarterly financial monitoring report.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones	TBA	The Executive May 2016	

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38	The Council's Corporate Asset Management Plan (Land and Buildings) – Action Plan Approval of action plan.	This is a matter for the full Executive in accordance with its decision on 14 December 2015.	Highways, Waste and Property	Dewi Williams Head of Highways, Waste and Property Cllr J Arwel Roberts		The Executive May 2016	
JUNE 2016							
39	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 Ieuan Williams		The Executive .. June 2016	
40	Revenue / Capital – 2015/16 Final Accounts	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 Hywel Eifion Jones		The Executive June 2016	
JULY 2016							
41	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 Ieuan Williams		The Executive .. July 2016	

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SEPTEMBER 2016						
42	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 Ieuan Williams		The Executive .. September 2016
43	Annual Performance Report - 2015/16 (S) 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 Alwyn Rowlands		The Executive September 2016 September 2016
44	Corporate Scorecard – Quarter 1, 2016/17 (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 Alwyn Rowlands	TBA	The Executive September 2016
45	2016/17 Revenue and Capital Budget Monitoring Report – Quarter 1 (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 Hywel Eifion Jones	TBA	The Executive September 2016

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46	<p>Transformation of Library Service</p> <p>Following statutory consultation, decide on the structure and nature of the service from April 2017 onwards.</p>		Lifelong Learning	<p>Delyth Molyneux Head of Learning</p> <p>Cllr Kenneth P Hughes</p>		.. September 2016	

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