

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>The Executive</b>
<b>Date:</b>	<b>8 February 2016</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>March – October 2016</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: March – October 2016.		

<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: March – October 2016

Updated: 28 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 **March – October 2016** is outlined on the following pages.

\* *Key:*

*S = Strategic – key corporate plans or initiatives*

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Period: March – October 2016

Updated: 28 January 2016

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>MARCH 2016</b>						
1	<b>2016/17 Budget (S)</b>  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
2	<b>Treasury Management Strategy 2016//17</b>  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
3	<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  7 March 2016	
4	<b>Council Tax Premiums for Second Homes and Long Term Empty Property</b>  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

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5 <b>Charges for non-residential services 2016/17</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  7 March 2016	
6 <b>Standard Charge for Council Care Homes 2016/17</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  7 March 2016	
7 <b>Independent Sector Residential and Nursing Home Fees 2016/17</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  7 March 2016	
8 <b>Charges for independent home care services 2016/17</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  7 March 2016	

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9 <b>Application to suspend Right To Buy (RTB)</b>  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	
10 <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  14 March 2016	
11 <b>Welsh Language Policy</b>  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
12 <b>Strategic Equality Plan 2016-2020</b>  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	
13 <b>Annual Equality Report 2014/15</b>  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	

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14	<b>Corporate Scorecard – Quarter 3, 2015/16 (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	14 March 2016	The Executive  14 March 2016	
15	<b>Partnerships Policy</b>  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	
16	<b>2015/16 Revenue and Capital Budget Monitoring Report – Quarter 3 (S)</b>  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	
17	<b>Discretionary Housing Payments Policy 2016/17</b>  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	

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18	<b>Supporting People Commissioning Plan 2016-2019</b>	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	
19	<b>Housing Revenue Account 30 year Business Plan 2016 – 2046 and HRA Housing Capital Programme 2016 to 2017 (S)</b>  Approval.	Decision to be taken by the full Executive. HRA Business Plan is a statutory document. Approval before submitting the Business Plan to Welsh Government.	Housing Services	Shan L Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  14 March 2016	
<b>APRIL 2016</b>							
20	<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  25 April 2016	
21	<b>Final Report of the Scrutiny Outcome Panel: Debt Management</b>	This is a matter for the full Executive as there are a number of recommendations which require their approval.	Council Business	Huw Jones Head of Democratic Services  Cllr R Meirion Jones	14 March 2016	The Executive  25 April 2016	

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22 <b>Anti Social Behaviour</b> Approval of changes to the Officer Delegation Scheme in the Constitution to allocate powers within the Anti Social Behaviour Act 2014 to officers.	Recommendation to the Council to be made by the full Executive as this matter has not been delegated to any portfolio holder.	Council Business	Lynn Ball Head of Function – Council Business / Monitoring Officer  Cllr Alwyn Rowlands		The Executive  25 April 2016	May 2016
23 <b>Annual Delivery Document (Improvement Plan) 2016/17</b> 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  25 April 2016	May 2016
24 <b>Common Allocations Policy</b> Adoption of final policy, post consultation.	This is a matter for the full Executive to decide as it involves a key Council policy.	Housing Services	Shan L Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  25 April 2016	
25 <b>Transformation of the Culture Service</b> To decide on the options to implement following public consultation and expressions of interest.	A decision is requested from the Executive on the preferred options for implementation in Stage 2 of the transformation programme (from April 2016).	Lifelong Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes	12 April 2016	The Executive  25 April 2016	

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<b>MAY 2016</b>						
26	<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  .. May 2016
27	<b>Corporate Scorecard – Quarter 4, 2015/16 (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	TBA	The Executive  May 2016
28	<b>2015/16 Revenue and Capital Budget Monitoring Report – Quarter 4 (S)</b>  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  May 2016
29	<b>The Council's Corporate Asset Management Plan (Land and Buildings) – Action Plan</b>  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

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<b>JUNE 2016</b>						
30	<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  .. June 2016
31	<b>Revenue / Capital – 2015/16 Final Accounts</b>	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
<b>JULY 2016</b>						
32	<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  .. July 2016
<b>SEPTEMBER 2016</b>						
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  Cllr Ieuan Williams		The Executive  .. September 2016

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34	<b>Annual Performance Report - 2015/16 (S)</b>  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
35	<b>Corporate Scorecard – Quarter 1, 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	TBA	The Executive September 2016	
36	<b>2016/17 Revenue and Capital Budget Monitoring Report – Quarter 1 (S)</b>  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	
37	<b>Transformation of Library Service</b>  Following statutory consultation, decide on the structure and nature of the service from April 2017 onwards.		Lifelong Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes		.. September 2016	

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<b>OCTOBER 2016</b>						
38	<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 .. October 2016

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