

Isle of Anglesey County Council	
Report to:	The Executive
Date:	28 November 2023
Subject:	The Executive's Forward Work Programme
Portfolio Holder(s):	Cllr Llinos Medi
Head of Service / Director:	Lynn Ball, Director of Function – Council Business / Monitoring Officer
Report Author:	Dyfan Sion, Head of Democracy
Local Members:	Not applicable

A – Recommendation/s and reason/s

In accordance with its Constitution, the Council is required to publish a forward work programme and to update it regularly. The Executive's 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.

The Executive is requested to:

confirm the attached updated work programme which covers **December 2023 – July 2024**;

identify any matters for specific input and consultation with the Council's Scrutiny Committees;

note that the forward work programme is updated monthly and submitted as a standing monthly item to the Executive.

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

-

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.

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

Yes.

D – Is this decision within the budget approved by the Council?

Not applicable.

Dd – Assessing the potential impact (if relevant):

1	How does this decision impact on our long term needs as an Island?	Not relevant.
2	Is this a decision which it is envisaged will prevent future costs / dependencies on the Authority? If so, how?	
3	Have we been working collaboratively with other organisations to come to this decision? If so, please advise whom.	
4	Have Anglesey citizens played a part in drafting this way forward, including those directly affected by the decision? Please explain how.	
5	Note any potential impact that this decision would have on the groups protected under the Equality Act 2010.	
6	If this is a strategic decision, note any potential impact that the decision would have on those experiencing socio-economic disadvantage.	
7	Note any potential impact that this decision would have on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language.	

E – Who did you consult?		What did they say?
1	Chief Executive / Senior Leadership Team (SLT) (mandatory)	The forward work programme is discussed at Heads of Service meetings ('Penaethiaid') on a monthly basis (standing agenda item).
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
4	Human Resources (HR)	
5	Property	
6	Information Communication Technology (ICT)	
7	Procurement	
8	Scrutiny	Under normal circumstances, monthly joint discussions take place on the work programmes of the Executive and the two Scrutiny Committees in order to ensure alignment.
9	Local Members	Not relevant

F - Appendices:

The Executive's Forward Work Programme: December 2023 – July 2024.

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

The Executive's Forward Work Programme

Period: December 2023 – July 2024

Updated 15 November 2023



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 and updates are published monthly.

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 latest version of the Executive's Forward Work Programme – **which is a live document and subject to change** - is set out on the following pages.

Mae'r ddogfen hon hefyd ar gael yn Gymraeg / This document is also available in Welsh.

*** Key:**

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: December 2023 – July 2024

Updated 15 November 2023

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)
December 2023						
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	Dyfan Sion Head of Democracy Cllr Llinos Medi		The Executive 12 December 2023
2	Biodiversity Plan – Annual Progress Report		Regulation and Economic Development	Christian Branch Head of Regulation and Economic Development Cllr Nicola Roberts		The Executive 12 December 2023
3	Banning animals as Prizes		Regulation and Economic Development	Christian Branch Head of Regulation and Economic Development Cllr Nicola Roberts		The Executive 12 December 2023
4	Outline and Strategic Business Case – Aethwy Extra Care Housing			Fôn Roberts Director of Social Services Cllr Alun Roberts		The Executive 12 December 2023

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: December 2023 – July 2024

Updated 15 November 2023

	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)
5	HRA Housing Rents and Housing Service Charges 2024/25		Housing	Ned Michael Head of Housing Services Cllr Gary Pritchard		The Executive 12 December 2023	
January 2024							
6	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	Dyfan Sion Head of Democracy Cllr Llinos Medi		The Executive 23 January 2024	
7	Treasury Management 2023/24 – 6-month review		Resources	Marc Jones Director of Function– Resources / Section 151 Officer Cllr Robin Williams		The Executive 23 January 2024	Full Council 7 March 2024
8	Draft Revenue Budget 2024/25 (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.	Resources	Marc Jones Director of Function – Resources / Section 151 Officer Cllr Robin Williams	Scrutiny Finance Panel 06.12.23 & 11.01.24 Corporate Scrutiny Committee 18.01.24	The Executive 23 January 2024	

* Key:

S = Strategic – key corporate plans or initiatives

O = Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: December 2023 – July 2024

Updated 15 November 2023

	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)
9	Community Based non-residential Social Care Services –2024/25 Fees and Charges		Adults Services	Arwel Owen Head of Adults Services Cllr Alun Roberts		The Executive 23 January 2024	
10	Independent Sector Care Home Fees 2024/25		Adults Services	Arwel Owen Head of Adults Services Cllr Alun Roberts		The Executive 23 January 2024	
11	Fees and Charges 2024/25		Resources	Marc Jones Director of Function– Resources / Section 151 Officer Cllr Robin Williams		The Executive 23 January 2024	
12	Capital Strategy		Resources	Marc Jones Director of Function– Resources / Section 151 Officer Cllr Robin Williams	Finance Scrutiny Committee 11.01.24	The Executive 23 January 2024 (to be confirmed)	
13	Modernising Day Opportunities: Learning Disabilities (Holyhead area)		Adults' Services	Arwel Owen Head of Adults' Services Cllr Alun Roberts	Partnership and Regeneration Scrutiny Committee 16.01.24	The Executive 23 January 2024	

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: December 2023 – July 2024

Updated 15 November 2023

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 2024						
14	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	Dyfan Sion Head of Democracy Cllr Llinos Medi		The Executive 20 February 2024
15	Treasury Management Strategy Statement 2024/25		Resources	Marc Jones Director of Function– Resources / Section 151 Officer Cllr Robin Williams		The Executive 20 February 2024 Full Council 7 March 2024
16	Local Authority Homes for Older People – Setting the Standard Charge 2024/25		Adults Services	Arwel Owen Head of Adults Services Cllr Alun Roberts		The Executive 20 February 2024
17	Tenants Participation Strategy		Housing	Ned Michael Head of Housing Cllr Gary Pritchard	Corporate Scrutiny Committee 18.01.24	The Executive 20 February 2024
18	Asset Management Strategy (Housing Services)		Housing	Ned Michael Head of Housing Cllr Gary Pritchard	Corporate Scrutiny Committee 18.01.24	The Executive 20 February 2024

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: December 2023 – July 2024

Updated 15 November 2023

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)
19 Modernising Day Opportunities: Disabilities		Adults Services	Arwel Owen Head of Adults' Services Cllr Alun Roberts	Partnership and Regeneration Scrutiny Committee 22.11.23	The Executive 20 February 2024	
20 2022/23 Annual Equality Report and 2024-2028 Strategic Equality Plan		Council Business	Lynn Ball Director of Function (Council Business) and Monitoring Officer Cllr Llinos Medi	Partnership and Regeneration Scrutiny Committee TBC	The Executive 20 February 2024	Full Council 7 March 2024
March 2024						
Extraordinary meeting (Budget) – date to be agreed						
21 Revenue Budget Monitoring Report – Quarter 3, 2023/24 (S)	This is a matter for the full Executive as it provides assurance of current financial position across the Council.	Resources	Marc Jones Director of Function– Resources / Section 151 Officer Cllr Robin Williams	Finance Scrutiny Panel 15.02.24	The Executive	
22 Capital Budget Monitoring Report – Quarter 3, 2023/24 (S)	This is a matter for the full Executive as it provides assurance of current financial position across the Council.	Resources	Marc Jones Director of Function– Resources / Section 151 Officer Cllr Robin Williams	Finance Scrutiny Panel 15.02.24	The Executive	

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: December 2023 – July 2024

Updated 15 November 2023

	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)
23	Housing Revenue Account Budget Monitoring Report – Quarter 3, 2023/24 (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 Director of Function– Resources / Section 151 Officer Cllr Robin Williams	Finance Scrutiny Panel 15.02.24	The Executive	
24	Revenue Budget 2024/25 (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 Director of Function – Resources / Section 151 Officer Cllr Robin Williams	Finance Scrutiny Panel 15.02.24 Corporate Scrutiny Committee 27.02.24	The Executive	Full Council 7 March 2024
25	Capital Budget 2024/25 (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 Director of Function – Resources / Section 151 Officer Cllr Robin Williams	Finance Scrutiny Panel 15.02.24 Corporate Scrutiny Committee 27.02.24	The Executive	Full Council 7 March 2024
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	Dyfan Sion Head of Democracy Cllr Llinos Medi		The Executive 19 March 2024	

* Key:
 S = Strategic – key corporate plans or initiatives
 O =Operational – service delivery
 FI = For information

The Executive's Forward Work Programme

Period: December 2023 – July 2024

Updated 15 November 2023

	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)
27	Corporate Scorecard – Quarter 3, 2023/24 (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	Carys Edwards Head of Profession – HR and Transformation Cllr Carwyn Jones	Corporate Scrutiny Committee 12.03.24	The Executive 19 March 2024	
28	Housing Revenue Account Business Plan 2024 – 2054			Ned Michael Head of Housing Cllr Gary Pritchard	Corporate Scrutiny Committee 12.03.24	The Executive 19 March 2024	
29	Local Housing Market Assessment		Housing	Ned Michael Head of Housing Cllr Gary Pritchard	Corporate Scrutiny Committee	The Executive 19 March 2024	
April 2024							
30	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	Dyfan Sion Head of Democracy Cllr Llinos Medi		The Executive 23 April 2024	
May 2024							
31	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	Dyfan Sion Head of Democracy Cllr Llinos Medi		The Executive May 2024	

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: December 2023 – July 2024

Updated 15 November 2023

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)	
June 2024							
32	Welsh Language Standards Annual Report 2023/24 Approval of report.	Portfolio holder with responsibility for the Welsh language.	Council Business	Dylan Williams Chief Executive Cyng Dafydd Roberts	To be confirmed	Delegated decision June 2024	
33	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	Dyfan Sion Head of Democracy Cllr Llinos Medi		The Executive June 2024	
34	Corporate Scorecard – Quarter 4, 2023/24 (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	Carys Edwards Head of Profession – HR and Transformation Cllr Carwyn Jones	Corporate Scrutiny Committee	The Executive June 2024	
35	Revenue Budget Monitoring Report – Quarter 4, 2023/24 (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 Director of Function– Resources / Section 151 Officer Cllr Robin Williams	Finance Scrutiny Panel	The Executive June 2024	

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: December 2023 – July 2024

Updated 15 November 2023

	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)
36	Capital Budget Monitoring Report – Quarter 4, 2023/24 (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 Director of Function– Resources / Section 151 Officer Cllr Robin Williams	Finance Scrutiny Panel	The Executive June 2024	
37	Housing Revenue Account Budget Monitoring Report – Quarter 4, 2023/24 (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 Director of Function– Resources / Section 151 Officer Cllr Robin Williams	Finance Scrutiny Panel	The Executive June 2024	
July 2024							
38	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	Dyfan Sion Head of Democracy Cllr Llinos Medi		The Executive July 2024	

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information