

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	The Executive
Date	4 November 2013
Subject	The Executive's Forward Work Programme
Portfolio Holder(s)	Cllr Ieuan Williams
Lead Officer(s)	Deputy Chief Executive
Contact Officer	Huw Jones Head of Service – Policy (Tel. 01248 752108)
Nature and reason for reporting:	
To seek approval of the Executive's updated Forward Work Programme in accordance with the Council's Constitution.	

A – Introduction / Background / Issues
See CH – Summary

B – Considerations
See CH – Summary

C – Implications and Impacts		
1	Finance / Section 151	-
2	Legal / Monitoring Officer	-
3	Human Resources	-
4	Property Services	-
5	Information and Communications Technology (ICT)	-
6	Equality	Impact assessments will need to have been undertaken on all new or revised policies submitted to meetings of the Executive

C – Implications and Impacts		
7	Anti-poverty and Social	-
8	Communication	-
9	Consultation	-
10	Economic	-
11	Environmental	-
12	Crime and Disorder	-
13	Outcome Agreements	-

CH – Summary	
1.0	Background
1.1	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. It includes information on the decisions sought and who the lead officers and portfolio holders are for each item.
1.2	The Executive's Forward Work Programme for the period December 2013 – April 2014 is attached.
1.3	It should be noted, however, that the forward 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. Arrangements are therefore in place to review the list of items and submit updates to the Executive on a monthly basis. Both strategic and operational issues are covered to inform the scrutiny process. Some items are likely to be determined by portfolio holders under delegated authority.

2.0 **Role of Scrutiny**

- 2.1 The Board of Commissioners have already acknowledged the importance of the scrutiny role, and in particular task and finish groups, in the process of supporting the corporate work programme.
- 2.2 This work programme offers a basis for further developing the work of the scrutiny committees. Further refinement of the work programme will be necessary to ensure better alignment of the schedule of meetings in the future in order to allow for pre-decision scrutiny.

D – Recommendation

Members of the Executive are requested to:

confirm the attached updated work programme which covers December 2013 – April 2014;

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;

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

Name of author of report: Huw Jones

Job Title: Head of Service - Policy

Date: 24 October 2013

Appendices:

Executive Forward Work Programme: December 2013 – April 2014.

Background papers

Previous forward work programmes.

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: December 2013 – April 2014

Updated: 24 October 2013



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. It includes information on the decisions sought and who the lead Officers and Portfolio Holders are for each item.

The Executive's draft Forward Work Programme for the period **December 2013 – April 2014** is outlined on the following pages.

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.

Some matters identified in the forward work programme may be delegated to individual portfolio holders for approval.

Reports will be required 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.

Issues to be reported to the Council's Sustainability Board are currently under review.

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: December 2013 – April 2014

Updated: 24 October 2013

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
1	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		2 December 2013	
2	Capacity and Resources for Change Category: Strategic	To progress the Transformation Agenda.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive Cllr Alwyn Rowlands	Date to be confirmed.	2 December 2013	
3	Corporate Plan 2013-17 Category: Strategic	Adoption of Plan in accordance with Policy Framework	Deputy Chief Executive	Huw Jones Head of Policy Cllr Alwyn Rowlands		2 December 2013	5 December 2013
4	2013/14 Revenue and Capital Budget Monitoring – Qtr 2 Category: Strategic	Quarterly financial monitoring report.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		2 December 2013	
5	2014/15 Council Tax Base Category: Strategic	Calculation and setting of the Council Tax Base for the Isle of Anglesey County Council and the Town and Community Councils.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		2 December 2013	
6	New Discretionary Business Rates Relief Category: strategic	Approval to award the new discretionary business rates relief in respect of the New Developments Scheme and Open for Business Scheme	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		2 December 2013	

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7	HRA Subsidy Reform Category: Strategic	Changes and impact of the Housing Revenue Account subsidy system in Wales.	Community	Clare Williams Head of Function – Resources / Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		2 December 2013	
8	Supporting People Commissioning Plan 2014/15 Category: Strategic	Approval.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		2 December 2013	
9	New Nuclear Build at Wylfa: Supplementary Planning Guidance (SPG) Category: Strategic	To secure approval to release the SPG for public consultation.	Sustainable Develop-ment	Jim Woodcock Head of Planning and Public Protection Cllr J Arwel Roberts		2 December 2013	
10	Community Benefit Contributions Category: Strategic	Secure formal endorsement for the Council's policy and strategy.	Sustainable Development	Dylan Williams Head of Economic Development Cllr Aled Morris Jones		2 December 2013	
11	2014/15 Budget Category: Strategic	To finalise the Executive's initial draft budget proposals for consultation.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		16 December 2013	

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12	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		13 January 2014	
13	Local Council Tax Reduction Scheme for 2014/15 Category: Strategic	To make recommendations to Full Council.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		13 January 2014	(To be convened before the end of January 2014)
14	Informal Carers – Commissioning Intentions and Priorities Category: Strategic	Approval.	Community	Anwen Davies Head of Adults' Services Cllr Kenneth P Hughes	28 October 2013	13 January 2014	
15	Môn/Gwynedd Building Control Integration Category: Operational	Support the proposed joint working arrangements.	Sustainable Development	Jim Woodcock Head of Planning and Public Protection Cllr J Arwel Roberts	June 2013	13 January 2014	
16	Aberffraw Conservation Area Character Appraisal Category: Operational	Approval.	Sustainable Development	Jim Woodcock Head of Planning and Public Protection Cllr J Arwel Roberts		13 January 2014	TBC
17	Highways Promotion Agreement with Horizon Nuclear Power Category: Strategic	Approval.	Sustainable Development	Dewi Williams Head of Highways and Waste Management Cllr Richard Dew		13 January 2014	

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18	Corporate Scorecard – Qtr 3, 2013/14 Category: Strategic	Quarterly performance monitoring report.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Alwyn Rowlands	3 February 2014	10 February 2014	
19	2013/14 Revenue and Capital Budget Monitoring Report – Qtr 3 Category: Strategic	Quarterly financial monitoring report.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		10 February 2014	
20	2014/15 Budget Category: Strategic	Adoption of final proposals for recommendation to the County Council.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones	Corporate – 14 Jan 2014 Partnership – 15 Jan 2014 Democratic – 30 Jan 2014	10 February 2014	27 February 2014
21	Housing Revenue Account (HRA) Business Plan and HRA Shadow Business Plan Category: Strategic	Approval.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		10 February 2014	
22	Standard Charge 2014/15 – Council Care Homes Category: Strategic	Approval.	Community	Clare Williams Head of Function – Resources / Anwen Davies Head of Adults' Services Cllr Kenneth P Hughes		10 February 2014	

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23	Independent Sector Residential and Nursing Home Fees 2014/15 Category: Strategic	Approval.		Anwen Davies Head of Adults' Services Cllr Kenneth P Hughes		10 February 2014	
24	Charges for community care services 2014/15 Category: Strategic	Approval.		Anwen Davies Head of Adults' Services Cllr Kenneth P Hughes		10 February 2014	
25	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		17 February 2014	
26	Housing Rents 2014/15 Category: Operational	Approval of proposed rent increase for 2014/15 for Council house tenants.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		17 February 2014	
27	Service Charges for Council Tenants and Leaseholders Category: Strategic	Adoption of policy to introduce service charges to tenants.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		17 February 2014	
28	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		17 March 2014	

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29	Annual Equality Report Category: Strategic	To approve the annual report for publication	Deputy Chief Executive	Huw Jones Head of Policy Cllr Kenneth P Hughes		17 March 2014	
30	Discretionary Rate Relief Policy for Charities and Non Profit-Making Organisations Category: Strategic	Approval to extend the Policy.	Deputy Chief Executive	Clare Williams Head of Function - Resources Cllr Hywel Eifion Jones		17 March 2014	
31	Discretionary Housing Payments for 2013/14 Category: Strategic	Report on the administration of the scheme and adopt any changes to the policy in future.	Deputy Chief Executive	Clare Williams Head of Function - Resources Cllr Hywel Eifion Jones		17 March 2014	
32	Public Sector Housing Capital Programme 2014/15 Category: Strategic	To approve the capital programme and allocated budget.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		17 March 2014	
33	Common Allocations Policy Category: Strategic	Adoption of new Common Allocations Policy.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		17 March 2014	
34	Deposit Local Development Plan Category: Strategic	For comment / support before submission to the Joint Planning Policy Committee.	Sustainable Develop-ment	Jim Woodcock Head of Planning and Public Protection Cllr J Arwel Roberts		17 March 2014	

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35	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		22 April 2014	
36	Local Housing Strategy 2014-2019 – draft Category: Strategic	To approve the strategic direction prior to consultation.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		22 April 2014	

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