

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	The Executive
Date:	12 June 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 July 2017 – February 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)	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: July 2017 – February 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: July 2017 – February 2018

Updated: 5 June 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 **July 2017 – February 2018** is outlined on the following pages.

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Period: July 2017 – February 2018

Updated: 5 June 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)
July 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 17 July 2017
2	Corporate Scorecard – Quarter 4, 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 Dafydd Rhys Thomas	26 June 2017	The Executive 17 July 2017
3	Summary of Draft Final Accounts 2016/17	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 17 July 2017
4	Schools' Modernisation – Llangefni Area - Statutory Consultation To consider the report on the statutory consultation.		Learning	Delyth Molyneux Head of Learning Cllr R Meirion Jones	26 June 2017	The Executive 17 July 2017

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5	Schools' Modernisation - Strategic Outline Programme – Band B (2019-2024) Approval of the strategic outline programme.		Learning	Delyth Molyneux Head of Learning Cllr R Meirion Jones	TBA	The Executive 17 July 2017	
6	Smallholdings Programme of Improvements – update		Highways, Waste and Property	Dewi Williams Head of Highways, Waste and Property Cllr Bob Parry OBE	TBA	The Executive 17 July 2017	
7	Empty Homes Strategy Adoption of strategy.		Housing	Shan Lloyd Williams Head of Housing Services Cllr Llinos Medi		The Executive 17 July 2017	
8	Gypsies and Traveller Sites		Housing	Shan Lloyd Williams Head of Housing Services Cllr Llinos Medi		The Executive 17 July 2017	

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9	Development of Council Housing in Pentraeth	This is a matter for the full Executive because of its connection to the Housing Revenue Account Business Plan	Housing	Shan Lloyd Williams Head of Housing Services Cllr Llinos Medi		The Executive 17 July 2017	
10	Annual Report of the Statutory Director of Social Services 2016/17(S) Endorsement of report for submission to Council.	This is a public report on the performance and priorities of Social Services within the Council's statutory arrangements. It is expected that there is ownership and understanding of the work programme, successes and challenges across the Council's work. It would not be appropriate, considering the public requirement, that the report is restricted to the attention of the portfolio holder only.	Social Services	Caroline Turner Assistant Chief Executive – Governance and Business Process Transformation Cllr Llinos Medi	26 June 2017	The Executive 17 July 2017	26 September 2017

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11	Endorsement of a Scheme Delegation to ensure the IACC responds effectively to both the Wylfa Newydd and National Grid North Wales Connection Development Consent Order Examination process	Regulation and Economic Development	Dylan Williams Head of Regulation & Economic Development Cllr Ieuan Williams		The Executive 17 July 2017	26 September 2017
September 2017						
12	Write off of Debts in value 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 29 September 2017	
13	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 18 September 2017	

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14	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	4 September 2017	The Executive 18 September 2017	26 September 2017
15	Corporate Plan 2017 – 2022 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	4 September 2017	The Executive 18 September 2017	26 September 2017
16	Corporate Scorecard – Quarter 1, 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	4 September 2017	The Executive 18 September 2017	
17	2017/18 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 John Griffith		The Executive 18 September 2017	

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18 Annual Treasury Management Review 2016/17	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 September 2017	
19 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 18 September 2017	26 September 2017
20 CSSIW Inspection of Children's Services in Anglesey – Improvement Plan		Children's Services	Llyr Bryn Roberts Interim Head of Children's Services Cllr Llinos Medi		The Executive 18 September 2017 TBC	
21 Sensitive Allocations Policy	This is a matter for the full Executive because of its connection to the Housing Revenue Account Business Plan	Housing	Shan Lloyd Williams Head of Housing Services Cllr Llinos Medi		The Executive 18 September 2017	

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October 2017						
22	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
23	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		The Executive 30 October 2017
24	Schools' Modernisation – Llangefni Area - Outline Business Case		Learning	Delyth Molyneux Head of Learning Cllr R Meirion Jones		The Executive 30 October 2017
November 2017						
25	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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26	The Executive's Forward Work Programme (S) Approval of monthly update.	Council Business	Huw Jones Head of Democratic Services Cllr Llinos Medi		The Executive 27 November 2017	
27	Corporate Scorecard – Quarter 2, 2017/18 (S) Quarterly performance monitoring report.	Corporate Transformation	Scott Rowley Head of Corporate Transformation Cllr Dafydd Rhys Thomas	13 November 2017	The Executive 27 November 2017	
28	2017/18 Revenue and Capital Budget Monitoring Report – Quarter 2 (S) Quarterly financial monitoring report.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith		The Executive 27 November 2017	
29	2018/19 Council Tax Base (S) To determine the tax base for 2018/19	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr John Griffith		The Executive 27 November 2017	

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30	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
31	Transformation of the Library Service		Learning	Delyth Molyneux Head of Learning Cllr R Meirion Jones	13 November 2017	The Executive 27 November 2017	
32	Transformation of the Culture Service		Learning	Delyth Molyneux Head of Learning Cllr R Meirion Jones	14 November 2017	The Executive 27 November 2017	
December 2017							
33	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	

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34 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 18 December 2017	
35 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	
36 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		The Executive 18 December 2017	28 February 2018
January 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 29 January 2018	

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February 2018						
38	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	
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 Llinos Medi		The Executive 19 February 2018	
40	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
41	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	

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42	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	
43	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	
44	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	
45	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	

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46	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	
47	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	

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