

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	The Executive
Date:	20 July 2015
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 <a href="mailto:JHuwJones@anglesey.gov.uk">JHuwJones@anglesey.gov.uk</a>
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 <b>September 2015 – April 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: September 2015 – April 2016.	

<b>G - Background papers (please contact the author of the Report for any further information):</b>

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 Strategic – key corporate plans or initiatives  
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# THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: September 2015 – April 2016

Updated 8 July 2015



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 **September 2015 – April 2016** is outlined on the following pages.

\* *Key:*

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## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: September 2015 – April 2016

Updated 8 July 2015

Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Department	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>SEPTEMBER 2015</b>							
1	<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.	Deputy Chief Executive	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  21 September 2015	
2	<b>Annual Performance Report (Improvement Plan) 2014/15 (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.	Deputy Chief Executive	Deputy Chief Executive  Cllr Alwyn Rowlands	6 July 2015 & 14 September 2015	The Executive  21 September 2015	29 September 2015
3	<b>Corporate Scorecard – Quarter 1, 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.	Deputy Chief Executive	Deputy Chief Executive  Cllr Alwyn Rowlands	14 September 2015	The Executive  21 September 2015	
4	<b>Medium Term Financial Plan</b>  - update report	This is a matter for the Executive as it falls within the Council's Budget Framework.	Deputy Chief Executive	Richard Micklewright Interim Head of Function - Resources  Cllr Hywel Eifion Jones		The Executive  21 September 2015	

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5	<b>2015/16 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.	Deputy Chief Executive	Richard Micklewright Interim Head of Function - Resources  Cllr Hywel Eifion Jones	14 September 2015	The Executive  21 September 2015	
6	<b>Annual Update - Safeguarding Arrangements for Vulnerable Adults (S)</b>  Progress report.	This is a matter for the Executive as it is a performance report on a statutory area, for comments on the work programme.	Community	Alwyn Jones Head of Adults' Services  Cllr Aled Morris Jones	15 September 2015	The Executive  21 September 2015	
7	<b>Common Allocations Policy (S)</b>  Adoption of new Common Allocations Policy.	This is a matter for the full Executive to decide as it involves a key Council policy.	Community	Shan L Williams Head of Housing Services  Cllr Aled Morris Jones	15 September 2015	The Executive  21 September 2015	
8	<b>Housing Services Board (S)</b>  To consider governance model to include Housing Revenue Account.	To be confirmed	Community	Shan L Williams Head of Housing Services  Cllr Aled Morris Jones		September 2015	

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9	<p><b>Council Housing Development Strategy 2015 – 2020 (S)</b></p> <p>Approval of strategic direction.</p>	<p>Decision to be taken by the full Executive (unless powers will be deputised to the new Housing Services Board), links to the HRA business plan which is a statutory document.</p>	Community	<p>Shan L Williams Head of Housing Services</p> <p>Cllr Aled Morris Jones</p>		<p>The Executive</p> <p>21 September 2015</p>	
10	<p><b>Transformation of the Sheltered Housing Accommodation Warden Service (S)</b></p> <p>To consider recommendations for future service delivery</p>	<p>The approval of the full Executive is sought as it is a strategic and transformational decision affecting the future delivery of support services for older people spread across all types of tenures.</p>	Community	<p>Shan L Williams Head of Housing Services</p> <p>Cllr Aled Morris Jones</p>		<p>The Executive</p> <p>21 September 2015</p>	
11	<p><b>Schools Modernisation – Holyhead Area</b></p> <p>Report following publication of statutory notice.</p>		Lifelong Learning	<p>Dr Gwynne Jones Chief Executive</p> <p>Cllr Kenneth P Hughes</p>		<p>The Executive</p> <p>21 September 2015</p>	

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12	<b>Schools Modernisation – Llannau</b>  Report following publication of statutory notice.	Lifelong Learning	Dr Gwynne Jones Chief Executive  Cllr Kenneth P Hughes		The Executive  21 September 2015	
<b>OCTOBER 2015</b>						
13	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	Deputy Chief Executive	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  19 October 2015	
14	<b>Schools Modernisation - North West Anglesey Area (Llannau)</b>  Full Business Case.	Lifelong Learning	Dr Gwynne Jones Chief Executive  Cllr Kenneth P Hughes		The Executive  19 October 2015	
15	<b>Schools Modernisation – Rhosyr Area</b>  Formal Consultation	Lifelong Learning	Dr Gwynne Jones Chief Executive  Cllr Kenneth P Hughes	14 September 2015	The Executive  19 October 2015	

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16 <b>Weekly waste collection – options appraisal re 3 or 4 weekly collections (S)</b>  Agreement on future option.	A decision is sought from the full Executive as this matter would involve a significant change to working practice.	Sustainable Development	Dewi Williams Head of Environment and Technical  Cllr J Arwel Roberts	TBC	The Executive  19 October 2015	
<b>NOVEMBER 2015</b>						
17 <b>2016/17 Budget (S)</b>  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.	Deputy Chief Executive	Richard Micklewright Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones	16 November 2015	The Executive  9 November 2015	
18 <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.	Deputy Chief Executive	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  30 November 2015	
19 <b>Corporate Scorecard – Quarter 2, 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.	Deputy Chief Executive	Deputy Chief Executive  Cllr Alwyn Rowlands	16 November 2015	The Executive  30 November 2015	

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20	<b>2015/16 Revenue and Capital Budget Monitoring Report – Quarter 2 (S)</b>  Quarterly financial monitoring report.	Deputy Chief Executive	Richard Micklewright Interim Head of Function - Resources  Cllr Hywel Eifion Jones	16 November 2015	The Executive  30 November 2015	
<b>DECEMBER 2015</b>						
21	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	Deputy Chief Executive	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  14 December 2015	
<b>JANUARY 2016</b>						
22	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	Deputy Chief Executive	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  25 January 2016	
<b>FEBRUARY 2016</b>						
23	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	Deputy Chief Executive	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  8 February 2016	

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24	<b>2016/17 Budget (S)</b>  Adoption of final proposals for recommendation to the County Council	Deputy Chief Executive	Richard Micklewright Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones	1 February 2016	The Executive  15 February 2016	24 February 2016
<b>MARCH 2016</b>						
25	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	Deputy Chief Executive	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  14 March 2016	
<b>APRIL 2016</b>						
26	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	Deputy Chief Executive	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  25 April 2016	

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