

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	The Executive
Date:	21 September 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 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 October 2015 – May 2016;</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.

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: October 2015 – May 2016.		

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: October 2015 – May 2016

Updated: 10 September 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 **October 2015 – May 2016** is outlined on the following pages.

** Key:*

S = Strategic – key corporate plans or initiatives

O = Operational – service delivery

FI = For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2015 – May 2016

Updated: 10 September 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)
OCTOBER 2015						
1	<p>The Executive's Forward Work Programme (S)</p> <p>Approval of monthly update.</p>	The approval of the full Executive is sought to strengthen forward planning and accountability.	Deputy Chief Executive	<p>Huw Jones Head of Democratic Services</p> <p>Cllr Ieuan Williams</p>		The Executive 19 October 2015
2	<p>Bryn Trewan Estate, Caergeiliog – Sewage Charges for years prior to 2015/16</p> <p>To decide upon appropriate option on recovery or otherwise of previous years' debts.</p>	The collective decision of the full Executive is required on an issue that has been and will be in the public domain.	Deputy Chief Executive	<p>Richard Micklewright Head of Function – Resources / Section 151 Officer</p> <p>Cllr Hywel Eifion Jones</p>		The Executive 19 October 2015
3	<p>Street and House Naming and Numbering Policy</p> <p>Approval of policy.</p>	The approval of the full Executive is sought to formalise the process.	Chief Executive / Sustainable Development	<p>Dr Gwynne Jones Chief Executive / Dewi Williams Head of Highways, Waste and Property</p> <p>Cllr Ieuan Williams Cllr J Arwel Roberts</p>		The Executive 19 October 2015

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4	Older Adult Accommodation – Haulfre Residential Home Full report following consultation on the future of Haulfre.	This report is to be submitted to the Executive in accordance with the Executive's decision at its meeting on 2 July 2015.	Community	Alwyn Jones Head of Adults' Services Cllr Aled Morris Jones		The Executive 19 October 2015	
5	Council Housing Development Strategy 2015 – 2020 (S) Approval of strategic direction.	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.	Community	Shan L Williams Head of Housing Services Cllr Aled Morris Jones		The Executive 19 October 2015	
6	Schools Modernisation - North West Anglesey Area (Llannau) Full Business Case.	The approval of the full Executive is sought before submitting the Full Business Case to Welsh Government.	Lifelong Learning	Dr Gwynne Jones Chief Executive Cllr Kenneth P Hughes		The Executive 19 October 2015	
7	Schools Modernisation – Rhosyr Area Formal Consultation	Executive decision required to decide the final configuration of schools in the area.	Lifelong Learning	Dr Gwynne Jones Chief Executive Cllr Kenneth P Hughes	17 September 2015	The Executive 19 October 2015	

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NOVEMBER 2015							
8	2016/17 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.	Deputy Chief Executive	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones	16 November 2015	The Executive 9 November 2015	
9	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.	Deputy Chief Executive	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 30 November 2015	
10	2016/17 Council Tax Base (S) To determine the tax base for 2016/17.	This is a delegated matter for the Executive as it falls within the Council's Budget and Council Tax setting framework.	Deputy Chief Executive	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones		The Executive 30 November 2015	
11	2016/17 Council Tax Reduction Scheme To recommend to the Full Council the proposed scheme for 2016/17.	A collective decision is required to make a recommendation to the full Council as part of the Budget and Council Tax setting framework.	Deputy Chief Executive	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones		The Executive 30 November 2015	9 December 2015

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12	Corporate Scorecard – Quarter 2, 2015/16 (S) 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	Scott Rowley Head of Corporate Transformation Cllr Alwyn Rowlands	16 November 2015	The Executive 30 November 2015	
13	2015/16 Revenue and Capital Budget Monitoring Report – Quarter 2 (S) 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	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones	16 November 2015	The Executive 30 November 2015	
14	Llawr y Dref, Llangefni – Business Case (S)	The approval of the full Executive is sought as it is a strategic and transformational decision affecting the future use of Llawr y Dref, Llangefni.	Community	Shan L Williams Head of Housing Services Cllr Aled Morris Jones		The Executive 30 November 2015	
15	Common Allocations Policy (S) Approval of new Common Allocations Policy prior to going out for consultation.	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	16 November 2015	The Executive 30 November 2015	

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16	Weekly waste collection – options appraisal re 3 or 4 weekly collections (S) 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 Highways, Waste and Property Cllr J Arwel Roberts		The Executive 30 November 2015	
DECEMBER 2015							
17	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.	Deputy Chief Executive	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 14 December 2015	
JANUARY 2016							
18	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.	Deputy Chief Executive	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 25 January 2016	

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19	Business Rates Discretionary Relief Policy for Charities and Non-Profit making Organisations 2016/17 To determine policy.	A collective Executive decision is required to detail business rates relief support for charities and non-profit making organisations.	Deputy Chief Executive	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones		The Executive 25 January 2016	
20	Housing Revenue Account 30 year Business Plan (S) 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.	Community	Shan L Williams Head of Housing Services Cllr Aled Morris Jones		The Executive 25 January 2016	
FEBRUARY 2016							
21	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.	Deputy Chief Executive	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 8 February 2016	

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22 2016/17 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.	Deputy Chief Executive	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones	11 January 2016 1 February 2016	The Executive 15 February 2016	24 February 2016
23 Council Tax Premiums for Second Homes and Long Term Empty Property 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.	Deputy Chief Executive	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones		The Executive 15 February 2016	24 February 2016
MARCH 2016						
24 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.	Deputy Chief Executive	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 14 March 2016	
APRIL 2016						
25 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.	Deputy Chief Executive	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 25 April 2016	

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MAY 2016						
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.	Deputy Chief Executive	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive .. May 2016

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