

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>The Executive</b>
<b>Date:</b>	<b>30 November 2015</b>
<b>Subject:</b>	<b>The Executive's Forward Work Programme</b>
<b>Portfolio Holder(s):</b>	<b>Cllr Ieuan Williams</b>
<b>Head of Service:</b>	<b>Lynn Ball Head of Function – Council Business / Monitoring Officer</b>
<b>Report Author:</b> Tel: E-mail:	<b>Huw Jones, Head of Democratic Services</b> <b>01248 752108</b> <a href="mailto:JHuwJones@anglesey.gov.uk">JHuwJones@anglesey.gov.uk</a>
<b>Local Members:</b>	<b>Not applicable</b>

<b>A –Recommendation/s and reason/s</b>
<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>December 2015 – July 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?**

-

**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: December 2015 – July 2016.		

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

\* Key:  
 Strategic – key corporate plans or initiatives  
 Operational – service delivery  
 For information

# THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: December 2015 – July 2016

Updated 19.11.15



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 **December 2015 – July 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: December 2015 – July 2016

Updated 19.11.15

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>DECEMBER 2015</b>							
1	<p><b>The Executive's Forward Work Programme (S)</b></p> <p>Approval of monthly update.</p>	The approval of the full Executive is sought to strengthen forward planning and accountability.	Council Business	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  14 December 2015	
2	<p><b>Final Report of the Scrutiny Outcome Panel: Asset Disposal</b></p>	This is a matter for the full Executive as there are a number of recommendations which require their approval.	Council Business	Huw Jones Head of Democratic Services  Cllr R Meirion Jones	1 December 2015	The Executive  14 December 2015	
3	<p><b>The Council's Corporate Asset Management Plan (Land and Buildings)</b></p> <p>Approval of Plan.</p>	Forms part of the Council's Policy Framework - a collective decision is required to make a recommendation to the full Council.	Sustainable Development	Dewi Williams Head of Highways, Waste and Property  Cllr J Arwel Roberts	8 October 2015 Scrutiny Outcome Panel – Asset Disposal	The Executive  14 December 2015	10 March 2016
4	<p><b>Procurement Strategy and Policy</b></p> <p>Progress report.</p>	This progress report was requested at the Executive meeting held on 20 April 2015.	Resources	Marc Jones Head of Function - Resources / Section 151 Officer  Cllr Hywel Eifion Jones		The Executive  14 December 2015	

\* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: December 2015 – July 2016

Updated 19.11.15

	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)
5	<b>Treasury Management Mid-Year Review 2015/16</b>		Resources	Marc Jones Head of Function - Resources / Section 151 Officer  Cllr Hywel Eifion Jones		The Executive  14 December 2015	
6	<b>Llawr y Dref, Llangefni – Business Case (S)</b>	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  14 December 2015	
7	<b>Council Housing Development Strategy 2015 – 2020 (S)</b>  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  14 December 2015	

\* Key:

S = Strategic – key corporate plans or initiatives

O = Operational – service delivery

FI = For information

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: December 2015 – July 2016

Updated 19.11.15

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>JANUARY 2016</b>							
8	<p><b>The Executive's Forward Work Programme (S)</b></p> <p>Approval of monthly update.</p>	The approval of the full Executive is sought to strengthen forward planning and accountability.	Council Business	<p>Huw Jones Head of Democratic Services</p> <p>Cllr Ieuan Williams</p>		The Executive 25 January 2016	
9	<p><b>Business Rates Discretionary Relief Policy for Charities and Non-Profit making Organisations 2016/17</b></p> <p>To determine policy.</p>	A collective Executive decision is required to detail business rates relief support for charities and non-profit making organisations.	Resources	<p>Marc Jones Head of Function – Resources / Section 151 Officer</p> <p>Cllr Hywel Eifion Jones</p>		The Executive 25 January 2016	
10	<p><b>Housing Revenue Account 30 year Business Plan (S)</b></p> <p>Approval.</p>	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	<p>Shan L Williams Head of Housing Services</p> <p>Cllr Aled Morris Jones</p>		The Executive 25 January 2016	

\* Key:

*S = Strategic – key corporate plans or initiatives*

*O =Operational – service delivery*

*FI = For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: December 2015 – July 2016

Updated 19.11.15

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>FEBRUARY 2016</b>						
11	<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.	Council Business	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  8 February 2016
12	<b>Gypsy Travellers Accommodation Needs Assessment</b>	The approval of the full Executive is sought before submitting the Accommodation Needs Assessment to Welsh Government.	Community	Shan L Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  8 February 2016
13	<b>Transformation of the Library Service</b>  To decide on a shortlist of options for formal consultation.	A decision is requested from the Executive on the shortlist of options to be subject to statutory consultation by September 2016.	Lifelong Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes	2 February 2016	The Executive  8 February 2016
14	<b>Transformation of the Culture Service</b>  To decide on the options to implement following public consultation and expressions of interest.	A decision is requested from the Executive on the preferred options for implementation in Stage 2 of the transformation programme (from April 2016).	Lifelong Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes	1 February 2016	The Executive  8 February 2016

\* Key:

S = Strategic – key corporate plans or initiatives

O = Operational – service delivery

FI = For information



## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: December 2015 – July 2016

Updated 19.11.15

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)
15 <b>Transformation of the Youth Service</b>  To decide on the preferred option for implementation following full public consultation.	The Executive is requested to agree and decide on the preferred option and the structure and nature of the service from April 2017 onwards.	Lifelong Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes	1 February 2016	The Executive 8 February 2016	
16 <b>Licensing Policy</b>  Approval of policy.	Forms part of the Council's Policy Framework - a collective decision is required to make a recommendation to the full Council.	Sustainable Development	Jim Woodcock Head of Planning and Public Protection  Cllr Richard Dew		The Executive 8 February 2016	10 March 2016
<b>MARCH 2016</b>						
17 <b>2016/17 Budget (S)</b>  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 Hywel Eifion Jones	1 February 2016	The Executive 7 March 2016	10 March 2016
18 <b>Council Tax Premiums for Second Homes and Long Term Empty Property</b>  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.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones		The Executive 7 March 2016	10 March 2016

\* Key:

S = Strategic – key corporate plans or initiatives

O = Operational – service delivery

FI = For information

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: December 2015 – July 2016

Updated 19.11.15

	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)
19	<b>Rent and Service Charge for Council Housing Tenants 2016-2017.</b>  Approval.	This is a matter for the Executive as it falls within the HRA Business Plan and a statutory duty to agree annual rent and service charges levels. 4 weeks' notice required before it becomes operational April 2016.	Community	Shan L Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  7 March 2016	
20	<b>Application to suspend Right To Buy (RTB)</b>  Approval.	The approval of the full Executive is sought before submitting the application to Welsh Government.	Community	Shan L Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  7 March 2016	
21	<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.	Council Business	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  14 March 2016	
22	<b>Corporate Scorecard – Quarter 3, 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.	Corporate Transformation	Scott Rowley Head of Corporate Transformation  Cllr Alwyn Rowlands	14 March 2016	The Executive  14 March 2016	

\* Key:

S = Strategic – key corporate plans or initiatives

O = Operational – service delivery

FI = For information

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: December 2015 – July 2016

Updated 19.11.15

	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)
23	<b>2015/16 Revenue and Capital Budget Monitoring Report – Quarter 3 (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.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones	14 March 2016	The Executive  14 March 2016	
24	<b>Discretionary Housing Payments Policy 2016/17</b>  Report on administration of policy in 2015/16 and any recommended changes – determine policy.	There is a requirement for a collective decision by the Executive in detailing additional help towards housing costs for some benefit claimants.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones		The Executive  14 March 2016	
25	<b>Supporting People Commissioning Plan 2016-2019</b>	The approval of the full Executive is sought before submitting the Commissioning Plan to Welsh Government.	Community	Shan L Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  14 March 2016	
26	<b>Common Allocations Policy –</b> Adoption of final policy, post 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		The Executive  14 March 2016	

\* Key:

S = Strategic – key corporate plans or initiatives

O = Operational – service delivery

FI = For information

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: December 2015 – July 2016

Updated 19.11.15

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>APRIL 2016</b>						
27	<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.	Council Business	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  25 April 2016
<b>MAY 2016</b>						
28	<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.	Council Business	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  .. May 2016
<b>JUNE 2016</b>						
29	<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.	Council Business	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  .. June 2016
<b>JULY 2016</b>						
30	<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.	Council Business	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive  .. July 2016

\* Key:

S = Strategic – key corporate plans or initiatives

O = Operational – service delivery

FI = For information