

EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17

as at 19th October 2016

Introduction

This plan is published to encourage and enable greater understanding between the Executive, all Councillors, the public and other stakeholders. It assists the Scrutiny Committees in planning their contribution to policy development and holding the executive to account.

The plan gives the public and stakeholders a chance to see the forthcoming major decisions to be made by the Executive Board and the County Council over the next 12 months. It is reviewed and published bi-annually to take account of changes and additional key decisions.

WORKING DRAFT

EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 19th October 2016

CHIEF EXECUTIVE					
Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to Scrutiny	Date to Executive Board	Date to County Council
CORPORATE ASSESSMENT ACTION PLAN	Wendy Walters Assistant Chief Executive	Cllr Emlyn Dole			
5-YEAR CAPITAL RECEIPT STRATEGY	Wendy Walters, Assistant Chief Executive	Cllr D Jenkins/M. Gravell	n/a	n/a	n/a
COMMUNICATIONS STRATEGY - UPDATE	Wendy Walters, Assistant Chief Executive	Cllr. Pam Palmer/Cllr Mair Stephens	As and when required	As and when required	As and when required
PAY POLICY STATEMENT	Paul Thomas Assistant Chief Executive	Cllr Mair Stephens	N/A	CHWEFROR	MAWRTH

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CHIEF EXECUTIVES					
Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to Scrutiny	Date to Executive Board	Date to County Council
QUARTERLY PERFORMANCE REPORT	Wendy Walters Assistant Chief Executive	Cllr. Mair Stephens/ Cllr Pam Palmer	P & R Scrutiny SEPT MARCH	N/A	N/A
ARIP ANNUAL REPORT AND IMPROVEMENT PLAN	Wendy Walters Assistant Chief Executive	Cllr Emlyn Dole/Cllr Pam Palmer	JUNE	JULY	JULY 13TH
FORWARD WORK PROGRAMME AND UPDATE BI-ANNUALLY	Gaynor Morgan Democratic Services Manager	Cllr Pam Palmer		APRIL OCT	
ANNUAL REVIEW OF COUNCILLORS' & CO-OPTED MEMBERS' ALLOWANCES SCHEME	Gaynor Morgan Democratic Services	Cllr Mair Stephens	Democratic Services Cttee MARCH	APRIL	May AGM
ANNUAL REVIEW OF THE CONSTITUTION - CRWG	Linda Rees Jones Head of Administration & Law	N/A CRWG - FEB		APRIL	May AGM

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CHIEF EXECUTIVES

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to Scrutiny	Date to Executive Board	Date to County Council
HOW CARMARTHENSHIRE'S RESULTS COMPARE TO OTHER COUNCILS IN WALES	Wendy Walters Assistant Chief Executive	Cllr Pam Palmer/Cllr Mair Stephens	OCT	NOV	NOV
REVIEW OF THE CONSTITUTION (LEGISLATION CHANGES) - CRWG	Linda Rees Jones Head of Administration & Law	N/A CRWG - FEB	N/A	AS AND WHEN REQUIRED	AS AND WHEN REQUIRED
CONFERENCE APPLICATIONS/REPORTS	Gaynor Morgan Democratic Services Manager	Leader	N/A	N/A	N/A
EUROPEAN FUNDING PROGRAMMES AND REGIONAL ENGAGEMENT TEAM PROGRESS	Helen Morgan Interim Economic Dev Manager	Cllr Meryl Gravel	October		
REVIEW OF COMMUNITY COUNCIL BOUNDARIES & ELECTORAL ARRANGEMENTS	Wendy Walters, Assistant Chief Executive	Cllr Pam Palmer	As and when required		

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COMMUNITY SERVICES					
Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to Scrutiny	Date to Executive Board	Date to County Council
ORIEL MYRDDIN	Ian Jones -	Cllr. M. Gravell		7/11/16 TBC	
ALTERNATIVE SERVICE DELIVERY MODELS IN ASC – PROJECT UPDATE	Robin Staines (Gareth Miller)	Cllr. Jane Tremlett			
GWENDRAETH SPORTS HALL	Ian Jones	Cllr. M. Gravell		TBC	
CARMS CYCLING STRATEGY	Ian Jones	Cllr. M. Gravell		21/11/16 or 19/12/16 TBC	
REVIEW OF ACCESS TO SOCIAL HOUSING POLICY (POST CONSULTATION) (ALLOCATIONS POLICY)	Jonathan Willis	Cllr. Linda Evans	03/11/16 Community	21/11/16	14/12/16
PREVENTION STRATEGY	Communities	Cllr. Jane Tremlett		21/11/16	
REVISED CHARGING POLICY (pre consultation)	Lyn Walters/ Rhys Page	Cllr. Jane Tremlett		TBC	
CHILD MEASUREMENT PROGRAMME					

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MENTAL HEALTH TRANSFORMATION	Avril Bracey	Cllr. Jane Tremlett			
CHS+ DELIVERING WHAT MATTERS <i>(Previously known as HRA BUSINESS PLAN)</i>	Jonathan Morgan	Cllr. Linda Evans	20/01/17 Communities	06/02/17	22/02/17
REVISED CHARGING POLICY (post consultation)	Lyn Walters / Rhys Page	Cllr. Jane Tremlett	SC&H 06/03/17 TBC	27/03/17 TBC	26/04/17 TBC
TENANT VISION ENGAGEMENT PLAN (PRE CONSULTATION)	Robin Staines (Les James)	Cllr. Linda Evans	30/03/17 Community (as part of consultation)	27/02/17	
MEETING THE REQUIREMENTS OF THE GYPSY & TRAVELLERS ACCOMMODATION NEEDS ASSESSMENT	Robin Staines (Rachel Davies)	Cllr. Linda Evans			
TENANT VISION ENGAGEMENT PLAN (POST CONSULTATION)	Robin Staines (Les James)	Cllr. Linda Evans		Autumn 2017	
ANNUAL REPORT OF THE DIRECTOR OF SOCIAL SERVICES 2016-17	Jake Morgan	Cllr. Jane Tremlett	Joint E&CS & SC&H 22/05/17 TBC	26/06/17	19/07/16

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CORPORATE SERVICES					
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RESERVES STRATEGY	Chris Moore Director of Corporate Services	Cllr. D. Jenkins		OCT 2016	N/A
BI-MONTHLY REVENUE AND CAPITAL BUDGET MONITORING REPORTS	Chris Moore Director of Corporate Services	Cllr. D. Jenkins	N/A	APRIL JUNE SEPT NOV JAN MARCH	N/A
QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT	Chris Moore Director of Corporate Services	Cllr D. Jenkins	N/A	JULY OCT JAN	N/A
ANNUAL TREASURY MANAGEMENT & PRUDENTIAL INDICATOR REPORT	Chris Moore Director of Corporate Services	Cllr D. Jenkins	N/A	JULY	FEB
5 YEAR CAPITAL PROGRAMME	Chris Moore Director of Corporate Services	Cllr D. Jenkins	ALL DEC/ JAN	NOV	N/A

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PROCUREMENT STRATEGY 2016 – 2020 (Including update on NPS)	Phil Sexton, Head of Audit, Procurement & ICT	Cllr D Jenkins	Draft to Scrutiny Jan / Feb	FEB	N/A
5-YEAR CAPITAL RECEIPT STRATEGY	Wendy Walters, Assistant Chief Executive	Cllr D Jenkins	n/a	n/a	n/a
COUNCIL TAX SETTING REPORT	Chris Moore Director of Corporate Services	Cllr D Jenkins	n/a	n/a	march
COUNCIL TAX BASE	Chris Moore / John Gravelle	Cllr D Jenkins	N/A	NOV	MARCH
COUNCIL TAX PREMIUMS	Chris Moore / John Gravelle	Cllr. D Jenkins		√ (date unclear)	√ (date unclear)
Council Tax Reduction Scheme	Chris Moore / John Gravelle	Cllr D Jenkins	N/A	N/A	JAN
BUDGET STRATEGY (Revenue and Capital)	Chris Moore Director of Corporate Services	Cllr D. Jenkins	ALL DEC/ JAN	NOV	N/A

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CORPORATE SERVICES					
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BUDGET OUTLOOK (Revenue and Capital)	Chris Moore Director of Corporate Services	Cllr D. Jenkins	ALL DEC/ JAN	NOV	N/A
TREASURY MANAGEMENT POLICY AND STRATEGY	Chris Moore Director of Corporate Services	Cllr D. Jenkins	N/A	FEB	FEB
FINAL BUDGET	Chris Moore Director of Corporate Services	Cllr D Jenkins	N/A	FEB	FEB
HOUSING REVENUE ACCOUNT BUDGET AND RENT SETTING REPORT	Chris Moore Director of Corporate Services	Cllr D Jenkins	HOUSING	FEB	FEB
BUDGET OUTLOOK 2017/20	Chris Moore Director of Corporate Services	Cllr D Jenkins	N/A	JULY/SEPT	N/A
CORPORATE ASSET MANAGEMENT PLAN 2016 - 2019	Jonathan Fearn, Head of Corporate Prop	Cllr D Jenkins	APRIL	MAY	N/A

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EDUCATION & CHILDREN					
Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to Scrutiny	Date to Executive Board	Date to County Council
MODERNISING EDUCATION PROGRAMME - QUARTERLY PROGRESS REPORTS	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones	N/A	N/A	N/A
PROPOSAL TO DISCONTINUE LLANGENNECH INFANTS AND LLANGENNECH JUNIOR SCHOOL AND CREATE ONE WELSH MEDIUM 3-11 PRIMARY SCHOOL.	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones	21/11/2016	19/12/2016	18/01/2017
ACCOMMODATING LOOKED AFTER CHILDREN – COMMISSIONING & COSTS	Stefan Smith Head of Children's Services	Cllr. G.O. Jones			
CSSIW INSPECTION, EVALUATION & REVIEW OF LOCAL AUTHORITY SERVICES	Stefan Smith – Head of Children's Services	Cllr. G.O. Jones			

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EDUCATION & CHILDREN

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SCHOOL IMPROVEMENT PANEL ANNUAL REPORT	Gareth Morgans – Head of Education	Cllr. G.O. Jones			
ESTYN REPORT – QUARTERLY SYNOPSIS	Gareth Morgan	Cllr G.O. Jones			
REVIEW OF BEHAVIOUR MANAGEMENT SERVICES	Gareth Morgan	Cllr G.O. Jones	TBC	TBC	TBC
WELSH IN EDUCATION STRATEGIC PLAN	Gareth Morgans	Cllr G.O. Jones	10/10/2016 & 22/12/2016	23/01/2017	

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ENVIRONMENT					
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FLOOD RISK MANAGEMENT PLANS	Ruth Mullen Director of Environment /Head of Street Scene	Cllr Hazel Evans		19 th Dec 16	
ROAD SAFETY PRIORITISATION MODEL	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Cllr Hazel Evans	TBC	December 16	
INTEGRATED PARKING STRATEGY	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Cllr Hazel Evans		6th February 17	
LTF Bids 2017/18	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Cllr Hazel Evans		19 th Dec	

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WALKING & CYCLING STRATEGY	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Cllr Hazel Evans		19 TH Dec	
ANNUAL PERFORMANCE REPORT (PLANNING SERVICES)	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens	November 2016	N/A	N/A
LOCAL DEVELOPMENT PLAN ANNUAL MONITORING REPORT	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens	November 2016	N/A	N/A
COMMUNITY INFRASTRUCTURE LEVY	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens	TBC	January 2017	February 2017

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SPGS (INCL. RENEWABLE ENERGY AND EDUCATION CONTRIBUTIONS)	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens		February 2017	March 2017
LOCAL DEVELOPMENT ORDER	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens		December 2016	January 2017
CHARGING SCHEDULE FOR PLANNING INPUT REGARDING DEVELOPMENTS OF NATIONAL SIGNIFICANCE	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens	TBC	TBC	TBC
WASTE TREATMENT CONTRACT – PROCUREMENT STRATEGY RECOMMENDATION	Ruth Mullen Director of Environment / A Williams Head of Waste & Env. Services	Cllr H Evans		TBC	