

# EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20 as at 18<sup>th</sup> June 2018

## 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 quarterly to take account of changes and additional key decisions.

WORKING DRAFT

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 18<sup>th</sup> June 2018**

<b>CHIEF EXECUTIVES</b>							
<b>Subject area and brief description of nature of report</b>	<b>Responsible Officer</b>	<b>Executive Board Member</b>	<b>Date to CMT</b>	<b>Date to PEB</b>	<b>Date to Scrutiny</b>	<b>Date to Executive Board</b>	<b>Date to County Council</b>
<b>QUARTERLY PERFORMANCE REPORT</b>	Wendy Walters Director of Regeneration & Policy	HR	September Oct Feb May	Sept Nov March June 2019	All	N/A	N/A
<b>CCTV</b>	Wendy Walters	Communities & Rural Affairs	May 2018	June 2018		July 2018	
<b>DISPOSALS POLICY</b>	Wendy Walters, Director of Regeneration & Policy/Jason Jones		June	July		Sept	
<b>EQUALITIES REPORT</b>	Wendy Walters, Director of Regeneration & Policy/Gwyneth Ayres	Housing	June	July	July	July	

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<b>COMPLAINTS AND COMPLIMENTS ANNUAL REPORT</b>	Wendy Walters	Deputy Leader	July 2018	Sept 2018	All Sept		
<b>ENVIRONMENT SCRUTINY TASK AND FINISH REPORT</b> 'To review the current provision for the maintenance of highway hedgerows and verges'.	Chair of Environment Scrutiny Committee	Environment		Oct 2018		Oct 2018	
<b>SICKNESS ABSENCE UPDATE</b>	Paul R Thomas	Deputy Leader	July	July	June – monitoring report		
<b>PAY POLICY STATEMENT 2019</b>	Paul Thomas Assistant Chief Executive	Deputy Leader	FEB	N/A	N/A	N/A	MARCH
<b>TRANSFORMATION INNOVATION AND CHANGE ANNUAL REPORT</b>	Jon Owen – TIC MANAGER	Deputy Leader	SEPT	SEPT 18	OCT	OCT 18	

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<b>OUTSIDE BODY – MEMBER FEEDBACK</b>	Linda Rees Jones Head of Administration & Law/Gaynor Morgan Democratic Services Manager	Deputy Leader	SEPT 2018	SEPT 2018	N/A	N/A	N/A
<b>WELLBEING OBJECTIVES</b>	Wendy Walters Director of Regeneration and Policy	Communities and Rural Affairs	OCT	NOV			
<b>ANNUAL REVIEW OF THE CONSTITUTION - CRWG</b>	Linda Rees Jones Head of Administration & Law	N/A CRWG - FEB		MARCH		APRIL	May AGM
<b>ANNUAL PROGRESS REPORT - DIGITAL TRANSFORMATION STRATEGY 2017-2020</b>	Noelwyn Daniel Head of ICT	Deputy Leader	FEBRUARY	MARCH	APRIL	MAY	

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<b>WELSH LANGUAGE ANNUAL REPORT</b>	<b>Wendy Walters, Director of Regeneration &amp; Policy/Gwyneth Ayres</b>	<b>Culture, Sport &amp; Tourism</b>	<b>May</b>	<b>June</b>	<b>June</b>	<b>July</b>	
<b>ANNUAL REVIEW OF COUNCILLORS' &amp; CO-OPTED MEMBERS' ALLOWANCES SCHEME</b>	<b>Gaynor Morgan Democratic Services</b>		<b>N/A</b>		<b>Democratic Services Cttee</b>		<b>May 2019 AGM</b>
<b>WELSH GOVERNMENT CONSULTATION DOCUMENTS</b>	<b>Wendy Walters Director of Regeneration &amp; Policy</b>	<b>Deputy Leader</b>	<b>As and when required</b>	<b>As and when required</b>	<b>If applicable</b>	<b>If applicable</b>	<b>If applicable</b>
<b>REVIEW OF COMMUNITY COUNCIL BOUNDARIES &amp; ELECTORAL ARRANGEMENTS</b>	<b>Wendy Walters, Director of Regeneration &amp; Policy</b>	<b>Resources</b>	<b>N/A</b>	<b>AS AND WHEN REQUIRED</b>	<b>As and when required</b>		

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REVIEW OF THE CONSTITUTION (LEGISLATION CHANGES) - CRWG	Linda Rees Jones Head of Administration & Law	N/A CRWG - FEB	N/A	AS AND WHEN REQUIRED	N/A	AS AND WHEN REQUIRED	AS AND WHEN REQUIRED
CONFERENCE APPLICATIONS/REPORTS	Gaynor Morgan Democratic Services Manager	Leader	N/A	AS AND WHEN REQUIRED	N/A	N/A	N/A
FORWARD WORK PROGRAMME AND UPDATE BI-ANNUALLY	Gaynor Morgan Democratic Services Manager	Business Manager		MARCH SEPT		APRIL OCT	
CITY DEAL UPDATE (INCLUDING LIFE SCIENCE & WELLNESS PROJECT)	Wendy Walters Director of Regeneration and Policy	Leader		AS AND WHEN REQUIRED			
RURAL AFFAIRS TASK GROUP REPORT	Wendy Walters Director of Regeneration & Policy/Gwyeth Ayres	Communities & Rural Affairs	April 2019	April 2019			

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<b>COMMUNITY SERVICES</b>							
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<b>THEATRES &amp; ARTS STRATEGY 2018-2022</b>	Ian Jones (Jane Davies)	Cllr. P. Hughes Griffiths	22/05/18	18/06/18	25/06/18 Communities	02/07/18	NO
<b>ANNUAL REPORT OF THE DIRECTOR OF SOCIAL SERVICES</b>	Silvana Sauro	Cllr. J. Tremlett	05/06/18	18/06/18	04/07/18 Joint SC&H & E&CS	30/07/18	10/10/18
<b>NON RESIDENTIAL CHARGES 2019-2022</b>	Lyn Walters/ Rhys Page	Cllr. J. Tremlett	10/07/18 TBC ?	30/07/18 TBC		TBC	
<b>REVISED CHARGING POLICY (pre consultation)</b>	Lyn Walters/ Rhys Page	Cllr. Jane Tremlett		30/07/18 TBC			
<b>REVIEW OF LICENSING AND GAMBLING POLICIES</b>	Jonathan Morgan (Emyr Jones)	Cllr. P. Hughes	24/07/18	10/09/18	01/10/18 E&PP & Licensing C'ttee 24/10/18	19/11/18	12/12/18
<b>ENVIRONMENTAL PROTECTION SERVICE DELIVERY PLAN</b>	Jonathan Morgan (Sue Watts)	Cllr. P. Hughes	31/07/18	10/09/18	E&PP 01/10/18	22/10/18	NO
<b>TENANT VISION ENGAGEMENT PLAN (PRE CONSULTATION)</b>	Jonathan Morgan (Les James)	Cllr. Linda Evans				?	No

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HOMELESSNESS STRATEGY	Jonathan Morgan	Cllr. Linda Evans	11/09/18	24/09/18	Community 04/10/18	22/10/18 or 19/11/18	14/11/18 or 12/12/18
UNIVERSAL CREDIT ACTION PLAN	Jonathan Morgan	Cllr. L. Evans	11/09/18	24/09/18	Community 04/10/18	22/10/18	
CHS+ DELIVERING WHAT MATTERS BUSINESS PLAN	Jonathan Morgan	Cllr. Linda Evans	Yes	Yes	Yes Community Jan 2019	Yes	Yes

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<b>CORPORATE SERVICES</b>							
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BI-MONTHLY REVENUE AND CAPITAL BUDGET MONITORING REPORTS	Chris Moore Director of Corporate Services	RESOURCES	MARCH MAY JULY SEPT NOVR JAN	APRIL JUNE SEPT NOV JAN MARCH	N/A	APRIL JUNE SEPT NOV JAN MARCH	N/A
QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT	Chris Moore Director of Corporate Services	RESOURCES	JULY OCT JAN	JULY OCT JAN	N/A	JULY OCT JAN	N/A
ANNUAL TREASURY MANAGEMENT & PRUDENTIAL INDICATOR REPORT	Chris Moore Director of Corporate Services	RESOURCES	N/A	BEG. JULY	N/A	JULY	
RESERVES STRATEGY	Chris Moore Director of Corporate Services	RESOURCES	Sept	Sept		OCT	N/A
5 YEAR CAPITAL PROGRAMME	Chris Moore Director of Corporate Services	RESOURCES	NOV	NOV	ALL DEC/ JAN	NOV	N/A

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**CORPORATE SERVICES**

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5-YEAR CAPITAL RECEIPT STRATEGY	Wendy Walters, Director of Regeneration & Policy	RESOURCE S	Sept	Oct 17	n/a	n/a	n/a
COUNCIL TAX SETTING REPORT	Chris Moore Director of Corporate Services	RESOURCE S	March	n/a	n/a	n/a	march
COUNCIL TAX BASE	Chris Moore / John Gravelle	RESOURCE S	N/A	N/A	N/A	NOV	MARCH
Council Tax Reduction Scheme	Chris Moore / John Gravelle	RESOURCE S	N/A	Nov/Dec	N/A	N/A	JAN
BUDGET STRATEGY (Revenue and Capital)	Chris Moore Director of Corporate Services	RESOURCE S	NOV	NOV	ALL DEC/ JAN	NOV	N/A
HIGH STREET RATE RELIEF	Chris Moore /John Gravelle	RESOURCE S	end April/early May	MAY	N/A	End May/ early June	N/A
RISK STRATEGY	Chris Moore / Helen Pugh	RESOURCE S	TBC		TBC – Audit Committee		

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<b>FINANCIAL PROCEDURE RULES</b>	<b>Chris Moore / Helen</b>	<b>RESOURCE S</b>	<b>TBC</b>		<b>TBC – Audit Committee</b>		
<b>BUDGET OUTLOOK (Revenue and Capital)</b>	<b>Chris Moore Director of Corporate Services</b>	<b>RESOURCE S</b>	<b>NOV</b>	<b>NOV</b>	<b>ALL DEC/ JAN</b>	<b>NOV</b>	<b>N/A</b>
<b>TREASURY MANAGEMENT POLICY AND STRATEGY</b>	<b>Chris Moore Director of Corporate Services</b>	<b>RESOURCE S</b>	<b>N/A</b>	<b>END OF JAN</b>	<b>N/A</b>	<b>FEB</b>	<b>FEB</b>
<b>FINAL BUDGET</b>	<b>Chris Moore Director of Corporate Services</b>	<b>RESOURCE S</b>	<b>JAN</b>	<b>END OF JAN</b>	<b>N/A</b>	<b>FEB</b>	<b>FEB</b>
<b>HOUSING REVENUE ACCOUNT BUDGET AND RENT SETTING REPORT</b>	<b>Chris Moore Director of Corporate Services</b>	<b>RESOURCE S</b>	<b>JAN</b>	<b>JAN</b>	<b>HOUSING</b>	<b>FEB</b>	<b>FEB</b>
<b>BUDGET OUTLOOK</b>	<b>Chris Moore Director of Corporate Services</b>	<b>RESOURCE S</b>	<b>JUN</b>	<b>JULY</b>	<b>N/A</b>	<b>JULY/SEPT</b>	<b>N/A</b>

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<b>EDUCATION &amp; CHILDREN</b>							
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<b>MODERNISING EDUCATION PROGRAMME - QUARTERLY PROGRESS REPORTS</b>	<b>Simon Davies - Modernisation Services Manager</b>	<b>E&amp;C</b>		<b>JAN MARCH JUNE SEPT</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>ACCOMMODATING LOOKED AFTER CHILDREN – COMMISSIONING &amp; COSTS</b>	<b>Stefan Smith - Head of Children’s Services</b>	<b>E&amp;C</b>					
<b>CSSIW INSPECTION, EVALUATION &amp; REVIEW OF LOCAL AUTHORITY SERVICES</b>	<b>Jake Morgan – Director of Communities</b>	<b>E&amp;C/SC&amp;H</b>					
<b>SCHOOL VISITS REPORT</b>	<b>Andi Morgan – Interim Head of Education Services</b>	<b>E&amp;C</b>					
<b>ESTYN REPORT – ANNUAL SYNOPSIS</b>	<b>Andi Morgan – Interim Head of Education Services</b>	<b>E&amp;C</b>					

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<b>FLOOD RISK MANAGEMENT PLAN</b>	Ruth Mullen Director of Environment / Ainsley Williams Head of Waste & Environmental Services	Environment		July		July 18	
<b>LDP ANNUAL MONITORING REPORT</b>	Ruth Mullen Director of Environment / Llinos Quelch Head of Planning	Deputy Leader	July	Sept	Special Community Scrutiny	24th Sept	10th Oct
<b>PARKING STRATEGY</b>	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Environment	15TH May	2nd July	30th July		

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LDP ADVISORY PANEL MINUTES	Ruth Mullen Director of Environment/Li nos Quelch Head of Planning	Deputy Leader	26 <sup>th</sup> June	16 <sup>th</sup> July			
CONSOLIDATION AND AMENDMENT OF THE USE CLASSES ORDER AND THE PERMITTED DEVELOPMENT ORDER	Ruth Mullen Director of Environment/Li nos Quelch Head of Planning	Deputy Leader		30 <sup>TH</sup> July			
HIGHWAYS DESIGN GUIDE	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Environment		Oct 18		Oct 18	

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<b>WASTE DISPOSAL CONTRACT AWARD</b>	<b>Ruth Mullen Director of Environment / Ainsley Williams Head of Waste &amp; Environmental Services</b>	<b>Environment</b>	<b>TBC</b>	<b>TBC</b>			

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<b>ANNUAL MONITORING REPORT PLANNING</b>	Ruth Mullen Director of Environment / Llinos Quelch Head of Planning	Deputy Leader	31/07	10/09		24/09	10/10
<b>LDP PREFERRED STRATEGY</b>	Ruth Mullen Director of Environment / Llinos Quelch Head of Planning	Deputy Leader	18/09	08/10	22/10	14/11	
<b>ROWIP</b>	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Environment	TBC				

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