

# EXECUTIVE BOARD FORWARD WORK PROGRAMME 19/20 as at 30<sup>th</sup> October 2019

## 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 over the next 12 months. It is reviewed and published quarterly to take account of changes and additional key decisions.

WORKING DRAFT

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**CHIEF EXECUTIVES**

Subject area and brief description of nature of report	Responsible Officer	Executive Portfolio	Scrutiny Committee to be consulted	Date of expected decision by Executive Board
QUARTERLY PERFORMANCE REPORT	Wendy Walters Chief Executive	HR	Yes	N/A
STRATEGIC EQUALITIES REPORT	Wendy Walters, Chief Executive/Gwyneth Ayres	Communities & Rural Affairs	Yes	20 <sup>th</sup> January 2020
COMPLAINTS AND COMPLIMENTS ANNUAL REPORT	Wendy Walters Chief Executive	Deputy Leader	All Sept	
INTEGRATED IMPACT ASSESSMENT AND COVER SHEET	Wendy Walters, Chief Executive/Gwyneth Ayres	Deputy Leader	No	20 <sup>th</sup> April 2020
UNREASONABLE COMPLAINTS POLICY	Wendy Walters, Chief Executive/Noelwyn Daniel	Deputy Leader	No	11 <sup>th</sup> May 2020

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ANNUAL PROGRESS REPORT - DIGITAL TRANSFORMATION STRATEGY 2017-2020	Noelwyn Daniel - Head of ICT & Corporate Policy	Deputy Leader	APRIL	MAY
SICKNESS ABSENCE UPDATE	Paul R Thomas – Assistant Chief Executive	Deputy Leader	June – monitoring report	
WELSH LANGUAGE ANNUAL REPORT	Wendy Walters, Chief Executive/Gwyneth Ayres	Culture, Sport & Tourism	June	July
TRANSFORMATION INNOVATION AND CHANGE ANNUAL REPORT	Paul R Thomas – Assistant Chief Executive Jon Owen – TIC MANAGER	Deputy Leader	OCT	OCT
WELLBEING OBJECTIVES	Wendy Walters Chief Executive	Communities and Rural Affairs		

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DIVERSITY CALENDAR	Wendy Walters Chief Executive	Communities & Rural Affairs	Yes	20 JANUARY 2020
BRING YOUR OWN DEVICE POLICY	Noelwyn Daniel - Head of ICT & Corporate Policy	Deputy Leader	Yes	20 JANUARY 2020
ARMED FORCES COVENANT AND DEFENCE RECOGNITION SCHEME	Noelwyn Daniel - Head of ICT & Corporate Policy	Resources	Yes	20 JANUARY 2020
DATA BACK UP POLICY	Noelwyn Daniel - Head of ICT & Corporate Policy	Resources	Yes	20 EBRILL 2020
ANNUAL REVIEW OF COUNCILLORS' & CO-OPTED MEMBERS' ALLOWANCES SCHEME	Gaynor Morgan Democratic Services		Democratic Services Cttee  MARCH	
WELSH GOVERNMENT CONSULTATION DOCUMENTS	Wendy Walters Chief Executive	Deputy Leader	If applicable	If applicable

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Subject area and brief description of nature of report	Responsible Officer	Executive Portfolio	Scrutiny Committee to be consulted	Date of expected decision by Executive Board
REVIEW OF COMMUNITY COUNCIL BOUNDARIES & ELECTORAL ARRANGEMENTS	Wendy Walters, Chief Executive	Resources	As and when required	
REVIEW OF THE CONSTITUTION (LEGISLATION CHANGES) - CRWG	Linda Rees Jones Head of Administration & Law	N/A CRWG - FEB	N/A	AS AND WHEN REQUIRED
CITY DEAL UPDATE (INCLUDING LIFE SCIENCE & WELLNESS PROJECT)	Wendy Walters Chief Executive	Leader		As & When Required

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**COMMUNITY SERVICES**

Subject area and brief description of nature of report	Responsible Officer	Executive Portfolio	Scrutiny Committee to be consulted	Date of expected decision by Executive Board
PENDINE OUTDOOR EDUCATION CENTRE OPTIONS APPRAISAL	Ian Jones – Head of Leisure	Culture Sport & Tourism	No	18/11/2019
PARKING ORDERS OBJECTIONS	Ian Jones – Head of Leisure	Culture Sport & Tourism	No	18/11/2019
ST CLEARS L.C. OPTIONS APPRAISAL	Ian Jones – Head of Leisure	Culture Sport & Tourism	No	18/11/2019

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**COMMUNITY SERVICES**

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ENVIRONMENTAL PROTECTION SERVICE DELIVERLY PLAN 2019/20 & ANNUAL REPORT 18/19	Jonathan Morgan - Head of Homes and Safer Communities	Public Protection	Yes	18/11/2019
CHS+ DELIVERING WHAT MATTERS BUSINESS PLAN	Jonathan Morgan - Head of Homes and Safer Communities	Housing	Yes	03/02/2020
CBL – CANFOD CARTREFI (Update on 1 <sup>st</sup> year)	Jonathan Morgan - Head of Homes and Safer Communities	Housing	Yes	20/04/2020
DIRECTOR OF SOCIAL SERVICES ANNUAL REPORT 2019/20	Jake Morgan – Director of Communities	Social Care & Health	Yes	13/07/2020
DOG BREEDERS LICENCE UPDATE	Jonathan Morgan - Head of Homes & Safer Communities	Public Protection	NO	13/07/2020

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**CORPORATE SERVICES**

Subject area and brief description of nature of report	Responsible Officer	Executive Portfolio	Scrutiny Committee to be consulted	Date of expected decision by Executive Board
BI-MONTHLY REVENUE AND CAPITAL BUDGET MONITORING REPORTS	Chris Moore Director of Corporate Services	RESOURCES	N/A	APRIL JUNE SEPT NOV JAN MARCH
QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT	Chris Moore Director of Corporate Services	RESOURCES	N/A	JULY OCT JAN
ANNUAL TREASURY MANAGEMENT & PRUDENTIAL INDICATOR REPORT	Chris Moore Director of Corporate Services	RESOURCES	N/A	JULY
5 YEAR CAPITAL PROGRAMME	Chris Moore Director of Corporate Services	RESOURCES	ALL DEC/ JAN	NOV



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<b>COUNCIL TAX BASE</b>	Chris Moore / Helen Pugh	RESOURCES	N/A	DEC
<b>Council Tax Reduction Scheme</b>	Chris Moore / Helen Pugh	RESOURCES	N/A	FEB
<b>BUDGET STRATEGY (Revenue and Capital)</b>	Chris Moore Director of Corporate Services	RESOURCES	ALL DEC/ JAN	NOV
<b>HIGH STREET RATE RELIEF</b>	Chris Moore / Helen Pugh	RESOURCES	N/A	End May/ early June
<b>CORPORATE RISK REGISTER</b>	Chris Moore / Helen Pugh	RESOURCES	– Audit Committee March & SEPT	

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FINANCIAL PROCEDURE RULES	Chris Moore /Helen Pugh	RESOURCES	TBC – Audit Committee	
TREASURY MANAGEMENT POLICY AND STRATEGY	Chris Moore Director of Corporate Services	RESOURCES	N/A	FEB
FINAL BUDGET Revenue & Capital	Chris Moore Director of Corporate Services	RESOURCES	N/A	FEB
HOUSING REVENUE ACCOUNT BUDGET AND RENT SETTING REPORT	Chris Moore Director of Corporate Services	RESOURCES	HOUSING	FEB
BUDGET OUTLOOK	Chris Moore Director of Corporate Services	RESOURCES	N/A	JULY/SEPT

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**EDUCATION & CHILDREN**

Subject area and brief description of nature of report	Responsible Officer	Executive Portfolio	Scrutiny Committee to be consulted	Date of expected decision by Executive Board
Modernising Education Programme Proposal to change the nature of provision at Ysgol Rhys Prichard	Simon Davies – Head of Education Access to Education	Education & Children	Yes	18 November 2019
Modernising Education Programme Proposal to change the nature of provision at Ysgol y Ddwylan, Ysgol Griffith Jones, Ysgol Llangynnwr and Ysgol Lllys Hywel.	Simon Davies – Head of Education Access to Education	Education & Children	Yes	18 November 2019
Modernising Education Programme – Consultation Document – Proposal to relocate Ysgol Heol Goffa to new site and increase its capacity from 75 to 120	Simon Davies – Head of Education Access to Education	Education & Children	Yes	18 November 2019
LA Education Services Self Evaluation	Aneirin Thomas – Head of Education	Education & Children	Yes	February 2020

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**ENVIRONMENT**

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