

EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17 as at 7th March 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.

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**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
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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
PAY POLICY STATEMENT	Paul Thomas Assistant Chief Executive	Cllr Mair Stephens	N/A	FEBRUARY	MARCH
WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015	Wendy Walters, Assistant Chief Executive	Cllr Pam Palmer		MARCH 2016	
CARMARTHENSHIRE WELL-BEING ASSESSMENT OF NEED	Wendy Walters, Assistant Chief Executive	Cllr Pam Palmer		March 2016	
CARMARTHENSHIRE COMPLIANCE STRATEGY FOR NEW WELSH LANGUAGE STANDARDS	Wendy Walters, Assistant Chief Executive	Cllr. Mair Stephens	N/A	Feb 2016 Sept 2016	March 2016
DRAFT LOCAL GOVERNMENT (WALES) BILL	Wendy Walters, Assistant Chief Executive	Cllr Emlyn Dole		February 2016	

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CORPORATE ASSESSMENT ACTION PLAN	Wendy Walters Assistant Chief Executive/Noelwyn Daniel	Cllr E. Dole/Cllr Pam Palmer		21 ST MARCH	N/a
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 4TH	JULY 13TH
CORPORATE STRATEGY	Wendy Walters Assistant Chief Executive	Cllr Pam Palmer/Cllr Mair Stephens	P&R Scrutiny	JULY	SEPTEMBER

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FORWARD WORK PROGRAMME AND UPDATE BI-ANNUALLY	Gaynor Morgan Democratic Services Manager	Cllr Pam Palmer		MARCH SEPT	
ANNUAL REVIEW OF COUNCILLORS' & CO-OPTED MEMBERS' ALLOWANCES SCHEME	Gaynor Morgan Democratic Services	Cllr Mair Stephens	Democratic Services Cttee MARCH	APRIL	May AGM
ANNUAL REPORT SCRUTINY COMMITTEES	Gaynor Morgan Democratic Services Manager	N/A	P&R JULY	N/A	SEPT / OCT
ANNUAL REVIEW OF THE CONSTITUTION - CRWG	Linda Rees Jones Head of Administration & Law	N/A CRWG - FEB		APRIL	May AGM
HOW CARMARTHENSHIRE'S RESULTS COMPARE TO OTHER COUNCILS IN WALES	Wendy Walters Assistant Chief Executive	Cllr Pam Palmer/Cllr Mair Stephens	OCT	NOV	NOV

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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	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		
SWANSEA BAY CITY REGION PROGRESS REPORT	Helen Morgan / Stuart Walters Interim Economic Dev Manager	Cllr Meryl Gravel	November	March 2016	
REVIEW OF COMMUNITY COUNCIL BOUNDARIES & ELECTORAL ARRANGEMENTS	Wendy Walters, Assistant Chief Executive	Cllr Pam Palmer	As and when required		

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COUNCIL CONSULTATION & ENGAGEMENT 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

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COMMUNITY SERVICES

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AFFORDABLE HOUSING DELIVERY PLAN	Robin Staines (Jonathan Morgan)	Cllr. Linda Evans	12/02/16	22/02/16	10/03/16
CHS+ DELIVERING WHAT MATTERS <i>(Previously known as HRA BUSINESS PLAN)</i>	Robin Staines (Jonathan Morgan)	Cllr. Linda Evans	12/02/16	22/02/16	10/03/16
CHARGING FOR FLEXI BEDS	Lyn Walters	Cllr. J. Tremlett		TBA	TBA
AIR QUALITY (LLANELLI) (POST CONSULTATION)	Robin Staines Sue Watts	Cllr. Jim Jones	E&PP 15/04/2016	25/04/16	11/05/16
AIR QUALITY (CARMARTHEN) (POST CONSULTATION)	Robin Staines Sue Watts	Cllr. Jim Jones	E&PP 15/04/2016	25/04/16	11/05/16

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REVIEW OF ACCESS TO SOCIAL HOUSING POLICY (POST CONSULTATION)	Robin Staines Jonathan Willis	Cllr. Linda Evans	Community as part of consultation 15/01/16	21/03/16	13/04/16
ANNUAL REPORT OF THE DIRECTOR OF SOCIAL SERVICES 2015/16	Jake Morgan	Cllr. Jane Tremlett	SCH&H 16/05/16 E&CS 23/05/16	20/06/16	13/07/16
LATC BUSINESS CASE	Robin Staines	Cllr. Linda Evans	20/06/16 ? ? Joint with SC&H ?	25/07/17	14/09/16
CSSIW ANNUAL REVIEW AND EVALUATION OF PERFORMANCE FOR 2015/16	Jake Morgan	Cllr. Jane Tremlett	SC&H & E&CS Jnt	Dec 16	Jan 17
MEETING THE REQUIREMENTS OF THE GYPSY & TRAVELLERS ACCOMMODATION NEEDS ASSESSMENT	Robin Staines (Rachel Davies)	Cllr. Linda Evans			

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ANIMAL ESTABLISHMENT LICENSING FEES & CONDITIONS (POST CONSULTATION)	Robin Staines (Rachel Davies)	Cllr. Jim Jones			
TENANT VISION/ ENGAGEMENT PLAN (PRE-CONSULTATION)	Clare Tinkler	Cllr. Linda Evans			
TENANT VISION/ ENGAGEMENT PLAN	Clare Tinkler				

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CORPORATE SERVICES

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RESERVES STRATEGY	Chris Moore Director of Corporate Services	Cllr. D. Jenkins	APRILL 2016	MAY 2016	JUNE 2016
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	MAY JULY OCT JAN	N/A
BUDGET STRATEGY (Revenue)	Chris Moore Director of Corporate Services	Cllr D. Jenkins	ALL DEC/ JAN	NOV	N/A
5 YEAR CAPITAL PROGRAMME	Chris Moore Director of Corporate Services	Cllr D. Jenkins	ALL DEC/ JAN	NOV	N/A

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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
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 Reduction Scheme	Chris Moore / John Gravelle	Cllr D Jenkins	N/A	N/A	JAN

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Council Tax Premiums - Vacant Properties & Second Homes	Chris Moore / John Gravelle	Cllr D Jenkins	TBC	MARCH 2016	MARCH 2016
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	MAY JULY OCT JAN	N/A
BUDGET STRATEGY (Revenue and Capital)	Chris Moore Director of Corporate Services	Cllr D. Jenkins	ALL DEC/ JAN	NOV	N/A
BUDGET OUTLOOK (Revenue and Capital)	Chris Moore Director of Corporate Services	Cllr D. Jenkins	ALL DEC/ JAN	NOV	N/A

CORPORATE SERVICES

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TREASURY MANAGEMENT POLICY AND STRATEGY	Chris Moore Director of Corporate Services	Cllr D. Jenkins	N/A	FEB	FEB
NON-DOMESTIC RATES RETAIL RELIEF SCHEME	Chris Moore / John Gravelle	Cllr D Jenkins	N/A	JUN/JUL	N/A
BUDGET OUTLOOK 2016/19	Chris Moore Director of Corporate Services	Cllr D Jenkins	N/A	JULY/SEPT	N/A
PROCUREMENT STRATEGY 2016 – 2020 (Including update on NPS)	Phil Sexton, Head of Audit, Procurement & ICT	Cllr D Jenkins	Draft to Scrutiny 22 nd April	JULY	N/A
5-YEAR CAPITAL RECEIPT STRATEGY	Jonathan Fearn, Head of Corporate Property	Cllr D Jenkins	n/a	n/a	n/a

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COMMUNITY ASSET TRANSFER – PARKS & PLAYGROUNDS	Jonathan Fearn, Head of Corporate Property	Cllr D Jenkins	n/a	23rd MAY	n/a
CORPORATE ASSET MANAGEMENT PLAN 2016 - 2019	Jonathan Fearn, Head of Corporate Property	Cllr D Jenkins	22nd APRIL	23rd MAY	N/A

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EDUCATION & CHILDREN

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MEP BIENNIAL REVIEW	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones	21/1/16	1/2/16	10/2/16
MODERNISING EDUCATION PROGRAMME - QUARTERLY PROGRESS REPORTS	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones	N/A	N/A	N/A
Proposal to discontinue Copperworks Infants and Lakefield Primary Schools and create one dual stream 3-11 primary school in the Seaside area of Llanelli.	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones			
Request to consult on a proposal for the future provision of education in the area served by Llanedi CP School and instigate statutory procedures.	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones	09/03/16 (TBC)	11/04/16 (TBC)	11/05/16 (TBC)

EDUCATION & CHILDREN

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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
Request to consult on a proposal for the future provision of education in the area served by Llanmiloe CP and Tremoilet VC Schools and instigate statutory procedures.	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones	09/03/16 (TBC)	11/04/16 (TBC)	11/05/16 (TBC)
Request to consult on a proposal for the future provision of education in the area served by Bancffosfelen CP School instigate statutory procedures.	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones	09/03/16 (TBC)	11/04/16 (TBC)	11/05/16 (TBC)
Proposal to extend the age range of Ysgol Carreg Hirfaen from 4-11 to 3-11	Simon Davies, Schools Modernisation	Cllr Gareth Jones	09/03/16 (TBC)	11/04/16 (TBC)	11/05/16 (TBC)

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Request to consult on 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			
Proposal to extend the age range of Betws CP, Bynea CP, Pembrey CP and Pwll CP Schools from 4-11 to 3-11 to support the seamless transition of pupils through the Flying Start programme to school admission.	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones	09/03/16 (TBC)	11/04/16 (TBC)	11/05/16 (TBC)
Request to consult on a proposal to change the language category of Ysgol Bro Myrddin from bilingual (2A) to welsh medium (1).	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones	6/7/15 & 21/01/16	1/9/15	14/10/15

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ACCOMMODATING LOOKED AFTER CHILDREN – COMMISSIONING & COSTAS	Stefan Smith Head of Children's Services	Cllr. G.O. Jones			
REVIEW OF SOCIAL WORK CASELOADS	Stefan Smith Head of Children's Services	Cllr. G.O. Jones			
EARLY YEARS REVIEW	Gareth Morgans Head of Education	Cllr. G.O. Jones			
DRAFT LOCAL CURRICULUM	Aeron Rees Head of Learner Programmes	Cllr. G.O. Jones			
FAMILY SUPPORT STRATEGY	Stefan Smith – Head of Children's Services	Cllr. G.O. Jones			
WELSH IN EDUCATION STRATEGIC PLAN	Gareth Morgans – Head of Education	Cllr. G.O. Jones			

EDUCATION & CHILDREN

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CSSIW INSPECTION, EVALUATION & REVIEW OF LOCAL AUTHORITY SERVICES	Stefan Smith – Head of Children’s Services	Cllr. G.O. Jones			
11-19 STRATEGIC REVIEW	Aeron Rees Head of Learner Programmes	Cllr. G.O. Jones	21/01/16	01/02/16	10/02/16
SCHOOL IMPROVEMENT PANEL ANNUAL REPORT	Gareth Morgans – Head of Education	Cllr. G.O. Jones			
ELECTIVE HOME EDUCATION	Gareth Morgans – Head of Education	Cllr. G.O. Jones	09/03/16		
WELSH LANGUAGE & BILINGUALISM FOR CHILDREN WITH ADDITIONAL LEARNING NEEDS On hold	Gareth Morgans – Head of Education	Cllr. G.O. Jones	TBC	TBC	TBC
CORPORATE PARENTING & SAFEGUARDING PANEL ANNUAL REPORT	Stefan Smith – Head of Children’s Services	Cllr. G.O. Jones	14/04/16	14/04/16	
EDUCATION & CHILDREN					

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PLAY SUFFICIENCY REPORT	Stefan Smith – Head of Children’s Services	14/04/16		14/04/16	

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ENVIRONMENT

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DOG CONTROL ORDERS	Ruth Mullen Director of Environment /Head of Street Scene	Cllr T J Jones		21 st March	
FLOOD RISK MANAGEMENT PLANS	Ruth Mullen Director of Environment /Head of Street Scene	Cllr Hazel Evans		21 st March	
SCHOOL TRANSPORT APPEALS MECHANISM	Ruth Mullen Director of Environment / Steve Pilliner Transport & Engineering	Cllr Hazel Evans	--	April 16	
ROAD SAFETY PLAN	Ruth Mullen Director of Environment / Steve Pilliner Transport & Engineering	Cllr Hazel Evans	June 16	June 16	

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ROAD SAFETY INVESTMENT PROGRAMME	Ruth Mullen Director of Environment / Steve Pilliner Transport & Engineering	Cllr Hazel Evans	June 16	July 16	
INTEGRATED PARKING STRATEGY	Ruth Mullen Director of Environment / Steve Pilliner Transport & Engineering	Cllr Hazel Evans		February 17	
LTF Bids 2017/18	Ruth Mullen Director of Environment / Steve Pilliner Transport & Engineering	Cllr Hazel Evans		Nov	