

# EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20 as at 30<sup>th</sup> July 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 30<sup>th</sup> July 2018**

**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 Director of Regeneration & Policy	HR	All	N/A	N/A
DISPOSALS POLICY	Wendy Walters, Director of Regeneration & Policy/Jason Jones			Sept	
EQUALITIES REPORT	Wendy Walters, Director of Regeneration & Policy/Gwyneth Ayres	Housing	July	July	

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

**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
<b>COMPLAINTS AND COMPLIMENTS ANNUAL REPORT</b>	Wendy Walters	Deputy Leader	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		
<b>SICKNESS ABSENCE UPDATE</b>	Paul R Thomas	Deputy Leader	June – monitoring report		
<b>PAY POLICY STATEMENT 2019</b>	Paul Thomas Assistant Chief Executive	Deputy Leader	N/A	N/A	MARCH
<b>TRANSFORMATION INNOVATION AND CHANGE ANNUAL REPORT</b>	Jon Owen – TIC MANAGER	Deputy Leader	OCT	OCT 18	

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

**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
WELLBEING OBJECTIVES	Wendy Walters Director of Regeneration and Policy	Communities and Rural Affairs			
ANNUAL REVIEW OF THE CONSTITUTION - CRWG	Linda Rees Jones Head of Administration & Law	N/A CRWG - FEB		APRIL	May AGM
ANNUAL PROGRESS REPORT - DIGITAL TRANSFORMATION STRATEGY 2017-2020	Noelwyn Daniel Head of ICT	Deputy Leader	APRIL	MAY	

WORKING DRAFT

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

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

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

**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
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
FORWARD WORK PROGRAMME AND UPDATE QUARTERLY	Gaynor Morgan Democratic Services Manager	Business Manager		APRIL OCT	
CITY DEAL UPDATE (INCLUDING LIFE SCIENCE & WELLNESS PROJECT)	Wendy Walters Director of Regeneration and Policy	Leader			
RURAL AFFAIRS TASK GROUP REPORT	Wendy Walters Director of Regeneration & Policy/Gwyeth Ayres	Communities & Rural Affairs			

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

**COMMUNITY SERVICES**

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to Scrutiny or other Cttee	Date to Executive Board	Date to County Council
ANNUAL REPORT OF THE DIRECTOR OF SOCIAL SERVICES	Silvana Sauro	SC&H	04/07/18 Joint SC&H & E&CS	30/07/18	10/10/18
NON RESIDENTIAL CHARGES 2019-2022	Lyn Walters/ Rhys Page	SC&H		TBC	
REVISED CHARGING POLICY (pre consultation)	Lyn Walters/ Rhys Page	SC&H			
REVIEW OF LICENSING AND GAMBLING POLICIES	Jonathan Morgan (Emyr Jones)	Public Protection	01/10/18 E&PP & Licensing C'ttee 24/10/18	19/11/18	12/12/18
ENVIRONMENTAL PROTECTION SERVICE DELIVERY PLAN	Jonathan Morgan (Sue Watts)	Public Protection	E&PP 01/10/18	22/10/18	NO
TENANT VISION ENGAGEMENT PLAN (PRE CONSULTATION)	Jonathan Morgan (Les James)	Housing		?	No

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

**COMMUNITY SERVICES**

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to Scrutiny or other Cttee	Date to Executive Board	Date to County Council
HOMELESSNESS STRATEGY	Jonathan Morgan	Housing	Community 04/10/18	22/10/18 or 19/11/18	14/11/18 or 12/12/18
UNIVERSAL CREDIT ACTION PLAN	Jonathan Morgan	Housing	Community 04/10/18	22/10/18	
CHS+ DELIVERING WHAT MATTERS BUSINESS PLAN	Jonathan Morgan	Housing	Yes Community Jan 2019	Yes	Yes

WORKING DRAFT



**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

<b>CORPORATE SERVICES</b>					
<b>Subject area and brief description of nature of report</b>	<b>Responsible Officer</b>	<b>Executive Board Member</b>	<b>Date to Scrutiny</b>	<b>Date to Executive Board</b>	<b>Date to County Council</b>
<b>BI-MONTHLY REVENUE AND CAPITAL BUDGET MONITORING REPORTS</b>	<b>Chris Moore Director of Corporate Services</b>	<b>RESOURCES</b>	<b>N/A</b>	<b>APRIL JUNE SEPT NOV JAN MARCH</b>	<b>N/A</b>
<b>QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT</b>	<b>Chris Moore Director of Corporate Services</b>	<b>RESOURCES</b>	<b>N/A</b>	<b>JULY OCT JAN</b>	<b>N/A</b>
<b>ANNUAL TREASURY MANAGEMENT &amp; PRUDENTIAL INDICATOR REPORT</b>	<b>Chris Moore Director of Corporate Services</b>	<b>RESOURCES</b>	<b>N/A</b>	<b>JULY</b>	
<b>RESERVES STRATEGY</b>	<b>Chris Moore Director of Corporate Services</b>	<b>RESOURCES</b>		<b>OCT</b>	<b>N/A</b>
<b>5 YEAR CAPITAL PROGRAMME</b>	<b>Chris Moore Director of Corporate Services</b>	<b>RESOURCES</b>	<b>ALL DEC/ JAN</b>	<b>NOV</b>	<b>N/A</b>

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

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

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

**CORPORATE 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
FINANCIAL PROCEDURE RULES	Chris Moore / Helen	RESOURCES	TBC – Audit Committee		
BUDGET OUTLOOK (Revenue and Capital)	Chris Moore Director of Corporate Services	RESOURCES	ALL DEC/ JAN	NOV	N/A
TREASURY MANAGEMENT POLICY AND STRATEGY	Chris Moore Director of Corporate Services	RESOURCES	N/A	FEB	FEB
FINAL BUDGET	Chris Moore Director of Corporate Services	RESOURCES	N/A	FEB	FEB
HOUSING REVENUE ACCOUNT BUDGET AND RENT SETTING REPORT	Chris Moore Director of Corporate Services	RESOURCES	HOUSING	FEB	FEB
BUDGET OUTLOOK	Chris Moore Director of Corporate Services	RESOURCES	N/A	JULY/SEPT	N/A

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

**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 - Modernisation Services Manager	E&C	N/A	N/A	N/A
ACCOMMODATING LOOKED AFTER CHILDREN – COMMISSIONING & COSTS	Stefan Smith - Head of Children's Services	E&C			
CSSIW INSPECTION, EVALUATION & REVIEW OF LOCAL AUTHORITY SERVICES	Jake Morgan – Director of Communities	E&C/SC&H			
SCHOOL VISITS REPORT	Andi Morgan – Interim Head of Education Services	E&C			
ESTYN REPORT – ANNUAL SYNOPSIS	Andi Morgan – Interim Head of Education Services	E&C			

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

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

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

**ENVIRONMENT**

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
HIGHWAYS DESIGN GUIDE	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Environment		Oct 18	
WASTE DISPOSAL CONTRACT AWARD	Ruth Mullen Director of Environment / Ainsley Williams Head of Waste & Environmental Services	Environment			

WORKING DRAFT

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2018/19/20  
as at 30<sup>th</sup> July 2018**

<b>ENVIRONMENT</b>					
<b>Subject area and brief description of nature of report</b>	<b>Responsible Officer</b>	<b>Executive Board Member</b>	<b>Date to Scrutiny</b>	<b>Date to Executive Board</b>	<b>Date to County Council</b>
<b>ANNUAL MONITORING REPORT PLANNING</b>	Ruth Mullen Director of Environment / Llinos Quelch Head of Planning	Deputy Leader		24/09	10/10
<b>LDP PREFERRED STRATEGY</b>	Ruth Mullen Director of Environment / Llinos Quelch Head of Planning	Deputy Leader	22/10	14/11	
<b>ROWIP</b>	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Environment			