

Corporate Policy Committee Work Programme

Committee Date	Report title	Purpose of Report	Report Author /Senior Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment Required and Published (Y/N)	Part of Budget and Policy Framework (Y/N)	Corporate Plan Priority	Exempt Item and Paragraph Number (Y/N)²
July								
6.7.21	Customer Experience Strategy implementation	To update on the key milestones and benefits	Helen Gerrard/ Alex Thompson	Completed on the Strategy	Completed on the Strategy	Yes – MTFS savings	Open and Enabling Organisation	No
6.7.21	Terms and Conditions Review - scoping	To undertake consultation with TUs on proposed changes.	Sara Barker/Jane Burns	Formal process with TUs	Yes	Yes	Open and Enabling Organisation	Yes
6.7.21	Organisational Culture Change Programme including results of Pulse Survey	To update on the key milestones and benefits	Sara Barker/ Lorraine O'Donnell	Ongoing engagement with staff and TUs	No	Yes - BFTP	Open and Enabling Organisation	No
6.7.21	Shared Service Review with CWAC	To update on the key milestones and benefits of any revised approach.	Heather Grove /Jane Burns	Via the Shared Services Joint Committee. Ongoing engagement with staff and TUs	yes	Yes – MTFS savings	Open and Enabling Organisation	No

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6.7.21	Medium Term Financial Strategy/Corporate Services Budget (via Finance Sub 1 July)	<p>To receive report of the Finance Sub-Committee on the development and approval of the MTFS</p> <p>To receive a report on the capital and revenue budgets for 2021/22</p> <p>To note or approve virements and supplementary estimates as required.</p>	Jo Wilcox / Alex Thompson	yes	yes	Yes	Open and Enabling Organisation	No
6.7.21	Local Council Tax Support Scheme	Approve consultation material	Helen Gerrard/ Alex Thompson	TBC	TBC	Yes	Open and Enabling Organisation	No
6.7.21	Apprenticeship Levy Procurement Framework	To seek approval for the proposed way forward for the procurement of apprenticeship training providers.	Sara Barker/Jane Burns	N/A	N	Yes – apprenticeship levy funds	Open and Enabling Organisation	No

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Sept								
7.9.21	Update on performance scorecard	Part of the performance management framework. Accountability	Phil Christian/Jane Burns	Corporate Health and Safety Forum	no	yes	Open and Enabling Organisation	No
7.9.21	Refreshed Workforce Strategy – Covid Workforce and mobile workforce	To approve the updated strategy	Sara Barker/Jane Burns	Ongoing engagement with staff and TUs	yes	yes	Open and Enabling Organisation	No
7.9.21	Emergency Assistance Scheme	Launch Consultation	Helen Gerrard / Alex Thompson	Begins process	No	No	Open and Enabling Organisation	No
7.9.21	Digital Strategy	To approve the strategy	Helen Gerrard/ Alex Thompson	Yes	Yes	Yes – MTFS savings	Open and Enabling Organisation	No
Nov								
4.11.21	2020/21 Finance – outturn For CEC and Corporate Services	Part of the performance management framework. Accountability	Jo Wilcox / Alex Thompson	no	no	yes	Open and Enabling Organisation	No
4.11.21	Mid-Year Review 2021/22	Part of the performance management framework. Accountability	Jo Wilcox / Alex Thompson	no	no	Yes	Open and Enabling Organisation	No
4.11.21	Corporate Plan review	To update for 2022/23	Jane Burns	Yes	Yes	Yes	Open and Enabling Organisation	No
4.11.21	Committee System Review	Report to Committee prior to November Council report?	Brian Reed/ David Brown	TBC	TBC	No	Open and Enabling Organisation	No

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4.11.21	Terms and Conditions Review	To provide an update	Sara Barker/Jane Burns	Formal process	yes	Yes	Open and Enabling Organisation	No
Dec								
2.12.21	Communications plan for residents	To develop a new approach	Michael Moore/Jane Burns	yes	yes	No	Open and Enabling Organisation	No
2.12.21	Local Council Tax Support Scheme	Recommend Final Scheme to Council	Helen Gerrard/ Alex Thompson	No	Yes	Yes	Open and Enabling Organisation	No
2.12.21	Council Tax Base	Recommend Final Version to Council	Jo Wilcox / Alex Thompson	No	Yes	Yes	Open and Enabling Organisation	No
2.12.21	B4B Post Implementation Review with CWAC	To review lessons learned	Frank Jordan	TBC	TBC	Yes	Open and Enabling Organisation	No
2.12.21	Approach to consultation and engagement	To develop a new approach	Phil Christian	yes	yes	yes	Open and Enabling Organisation	No
Jan								
12.01.22	Third Quarter Review	Part of the performance framework. Accountability	Jo Wilcox / Alex Thompson	no	no	Yes	Open and Enabling Organisation	No
12.01.22	MTFS	Respond to Budget consultation (for Corporate Services)	Jo Wilcox / Alex Thompson	Yes	Yes	Yes	Open and Enabling Organisation	No
12.01.22	Strategic performance and Risk Reporting – Q2	Part of the performance framework. Accountability	DMT/ Jane Burns	no	no	yes	Open and Enabling Organisation	No

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12.01.22	Health and Safety and Workforce Reporting – Q3	Part of the performance framework. Accountability	Josie Griffiths/Jane Burns	Corporate Health and Safety Forum	no	yes	Open and Enabling Organisation	No
12.01.22	Terms and Conditions Review	Scoping review in July, with bi-monthly progress reports	Sara Barker/Jane Burns	Formal process	Yes	Yes	Open and Enabling Organisation	Yes
12.01.22	Emergency Assistance Scheme	Approval final scheme for 2022/23	Helen Gerrard / Alex Thompson	Yes	Yes	Yes	Open and Enabling Organisation	No
Feb								
10.02.22	Medium Term Financial Strategy	To recommend the MTFS and budget for approval at Council	Jo Wilcox / Alex Thompson	Yes	Yes	Yes	Open and Enabling Organisation	No
10.02.22	Corporate Plan	To agree the CP for approval at Council	Jane Burns	Y	Y	YES	Open and Enabling Organisation	No
10.02.22	Shared Services Review	To update on the key milestones and benefits	Heather Grove/Jane Burns	Ongoing engagement with staff and TUs	yes	Yes – MTFS savings	Open and Enabling Organisation	No
Mar								
3.03.22	Health and Safety and Workforce Reporting – Q3	Part of the performance management framework. Accountability	Josie Griffiths/ Jane Burns	Corporate Health and Safety Forum	No	Yes	Open and Enabling Organisation	No
3.03.22	Open data – Annual report	For “implementation in March 22”	Phil Christian/ Jane Burns	TBC	TBC	No	Open and Enabling Organisation	No
3.03.22	Strategic performance and	Part of the performance	DMT/ Jane Burns	no	no	yes	Open and Enabling Organisation	No

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	Risk Reporting – Q3	framework. Accountability						
3.03.22	Terms and Conditions Review	Scoping review in July, with bi-monthly progress reports	Sara Barker/Jane Burns	TBC	TBC	No	Open and Enabling Organisation	No
	As yet unscheduled							
TBA	Commercial/Enterprise Strategy	To approve a new Strategy as part of the BTFP	Nichola Thompson	yes	yes	yes	Open and Enabling Organisation	No
TBA	Ways of working with T&P Councils	TBC	Frank Jordan	yes	yes	yes	Open and Enabling Organisation	No
TBA	Local Members say in local decisions	TBC	David Brown	TBC	TBC	yes	Open and Enabling Organisation	No
TBA	MoD Employer Recognition Award – Gold and Silver Schemes	TBC	TBC	TBC	TBC	yes	Open and Enabling Organisation	No
TBC	ICT Procurements – need to be specified	TBC	Gareth Pawlett	TBC	TBC	yes	Open and Enabling Organisation	No
TBC	EDI Strategy and objectives	Develop and agree an action plan and at least 6 monthly updates	Phil Christian/ Jane Burns	EDI Board	TBC	yes	Open and Enabling Organisation	No
TBC	Corporate Peer Challenge – annual update?	TBC	Jane Burns	TBC	TBC	yes	Open and Enabling Organisation	No

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