RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

COUNCIL

27TH JUNE 2018

COUNCIL WORK PROGRAMME: 2018-2019 MUNICIPAL YEAR

REPORT OF THE SERVICE DIRECTOR, CABINET & PUBLIC RELATIONS

Author: Emma Wilkins, Executive and Regulatory Business Unit (01443 424110)

1. PURPOSE OF THE REPORT

1.1 To present, for Members' comment and approval, a draft Work Programme on the proposed list of matters requiring consideration by Council over the 2018-19 Municipal Year.

2. RECOMMENDATIONS

It is recommended that Members:

2.1 Note and comment on the draft Work Programme attached as Appendix 1 to the report; and

2.2 Subject to Members' comments, approve the Work Programme for the 2018-19 Municipal Year (with appropriate amendment where necessary) and thereafter receive further updates as appropriate.

3. REASONS FOR RECOMMENDATIONS

3.1 As agreed at the Council AGM on the 23rd May, 2018, a Council Committee Work programme should be provided for Members going forward, to assist Members in viewing items that are coming forward to Council and for other Committees to utilise to prevent duplication of work and assist with pre-scrutiny.

3.2 The Work Programme will also be made available in a central location on the Council website to improve transparency and public engagement.

4. COUNCIL REPORTS

4.1 The proposed Work Programme is a rolling work programme for the 2018-19 Municipal Year, which would be reported to Council on a frequent basis to allow for regular updates and amendments.

4.2 In accordance with Rule 12.2 of the Access to Information Procedure Rules (Part 4 of the Council's Constitution) the Work Programme will contain information in respect of the timetable for considering the budget and any plans forming part of the policy framework and requiring Council approval.

4.3 During the period outlined, the Work Programme may be subject to further change to take into account any additional/deleted reports, including any new consultative documents or legislative initiatives from the Welsh Government, which require urgent attention.

4.4 The Work Programme will also assist Members if any items have been referred to a Committee or service area for consideration / action and relevant updates are required by Council (e.g. Action required in respect of a Notice of Motion considered by Council).

4.5 A draft Work Programme is attached as Appendix 1 to this report for Members' comment.

4.6 Subject to agreement, a link to the agreed work programme will be added to every Council meeting agenda for Members information, to allow Members to be kept updated on any amendments to the programme going forward.

5. CONSULTATION

5.1 The Work Programme has been compiled by members of the Senior Leadership Team in discussion with the Mayor.

6. EQUALITY AND DIVERSITY IMPLICATIONS

6.1 An Equality Impact Assessment is not needed because the contents of the report are for information purposes only.

7. FINANCIAL IMPLICATIONS

7.1 There are no financial implications aligned to this report.

8. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

8.1 The report has been prepared in accordance with Rule 12.1 of the Access to Information Procedure Rules (found in Part 4 of the Council's Constitution).

9. LINKS TO THE COUNCILS CORPORATE PLAN / OTHER CORPORATE PRIORITIES.

9.1 The Council Work Programme encompasses all of the Council priorities as it indicates reports coming forward across the Directorates which may impact upon the Council's corporate priorities and others. It also

embraces the Future Generations Act as all future decisions taken by Council seek to improve the social, economic, environmental and cultural well-being of the County Borough.

10. CONCLUSION

10.1 The development of a Council Work Programme for the 2018-19 Municipal Year will assist in transparency for both Members and for public engagement.

Other Information:-

Relevant Scrutiny Committee – Overview & Scrutiny Committee

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

COUNCIL

27TH JUNE 2018

REPORT OF THE SERVICE DIRECTOR, CABINET & PUBLIC RELATIONS.

Item: COUNCIL WORK PROGRAMME: 2018- 19 MUNICIPAL YEAR.

Background Papers

- Rule 12.1 and 12.2 of the Access to Information Procedure Rules (Found in Part 4 of the Council's Constitution.)
- Council AGM – 23rd May, 2018.

Officer to contact: Emma Wilkins, Executive and Regulatory Business Unit

DRAFT Council Work Programme.

Forward plan of proposed Council Business for the 2018/19 Municipal Year

Specific Period: -May 2018 – April 2019.

(Summary of proposed Key Decisions coming forward for Members consideration.)

N.B – ***The work programme is subject to change to take account of any additional / deletion of reports, including any new consultative documents or legislative initiatives from the Welsh Government, which require urgent attention.***

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
MAY				**23.05.18**
Appointments of Committee / Quasi Judicial Bodies / Ad hoc Committees / Standards Committee	To appoint the Council's Committees for the 2018-19 Municipal Year	Director, Legal & Democratic Services	Open	
Political Balance of the Council	To advise Members of the outcome of the review of political balance of the Authority	Director, Legal & Democratic Services	Open	
Appointment of Chairs & Vice Chairs	To appoint the Chairs and Vice-Chairs for the Council's Committees for the 2018-19 Municipal Year	Director, Legal & Democratic Services	Open	
Members Salaries & Allowances	To inform Members of the Independent Remuneration Panel For Wales' latest annual report and seek approval for Members' salaries and allowances for 2018-19 Municipal Year	Group Director, Corporate & Frontline Services Director, Legal & Democratic Services	Open	
Calendar of Meetings	To receive the Calendar of meetings schedule for the 2018-19 Municipal Year	Director, Legal & Democratic Services	Open	
Scrutiny Annual Report	To receive the Scrutiny Annual Report for the 2017-18 Municipal Year	Chair of Overview & Scrutiny	Open	All Scrutiny Committees
Changes to the Council Constitution	To endorse the proposed Changes to the Council Constitution, as approved by the Councils Corporate Governance & Constitutional Committee at its meeting on the 10th May, 2018.	Director, Legal & Democratic Services Service Director, Cabinet & Public Relations		Cabinet / Overview & Scrutiny Committee Corporate Governance & Constitution Committee
***				

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
JUNE				**27.06.18**
Council Work Programme	To receive the Draft Council Work Programme for the 2018-19 Municipal Year.	Service Director, Cabinet & Public Relations	Open	
Presentation by Transport for Wales	To provide information in respect of the Metro and the Franchise	Transport for Wales	Open	
***				
JULY				**25.07.18**
Presentation by the Local Democracy and Boundary Commission For Wales	To provide Members with an overview of the process and procedures for conducting the Rhondda Cynon Taf CBC 2018 Electoral Review	Local Democracy and Boundary Commission For Wales	Open	
Urgent Executive Decisions	To present, for Members' information an overview of the Urgent Decisions taken forward by the Cabinet Committee and the Urgent Key Officer Delegated Decisions taken forward outside of the Cabinet Committee during the period April – June 2018.	Service Director, Cabinet & Public Relations	Open	Cabinet
Annual Treasury Management Review	To provide Members with information on: • the Council's Treasury Management activity during 2017/18; and • the actual Prudential and Treasury Indicators for 2017/18 As statutory required.	Group Director, Corporate & Frontline Services	Open	Finance & Performance Scrutiny

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
Council's Corporate Performance Report	To provide Members with the Council's Corporate Performance Report.	Chief Executive	Open	Cabinet
Medium Term Financial Plan – Update	To provide Members with an update on the Medium Term Financial Plan for 2018/19 – 2021/2022	Group Director, Corporate & Frontline Services	Open	Cabinet
Cardiff Capital Region City Deal Joint Overview and Scrutiny Committee - Membership	To endorse the recommendations of the Overview & Scrutiny Committee in respect of the establishment of a CCRCD JOSC and the appointed representative.	Director, Legal & Democratic Services	Open	Overview & Scrutiny
Local Carbon Vehicle (LCV) infrastructure in Rhondda Cynon Taf – Notice of Motion Update	To receive an update in respect of the Notice of Motion relating to the development of a plan to support Local Carbon Vehicle (LCV) infrastructure in Rhondda Cynon Taf	Group Director, Corporate & Frontline Services	Open	Council – 28.02.18
***				
AUGUST – RECESS				
SEPTEMBER				**05.09.18**
Statement of Accounts	To ensure that the Authority complies with the legal requirements relating to the production of a "Statement of Accounts" for the financial year ended 31st March 2018	Group Director, Corporate & Frontline Services	Open	Audit Committee
RCT Audit of Financial Statements	To receive the External Auditors report	Report of the External Auditor	Open	Audit Committee

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
RCT Audit of financial Statements – RCT Pension Board	To receive the External Auditors Report	Report of the External Auditor	Open	Audit Committee
Annual Improvement Audit	To receive the External Auditors report	External Auditors report	Open	
***				
OCTOBER				**24.10.18**
Leaders Annual Debate	To receive & participate in the Leaders Annual Debate	Leader of the Council	Open	
Urgent Executive Decisions	To present, for Members' information an overview of the Urgent Decisions taken forward by the Cabinet Committee and the Urgent Key Officer Delegated Decisions taken forward outside of the Cabinet Committee during the period July – September 2018.	Service Director, Cabinet & Public Relations	Open	Cabinet
Council's Revenue Budget – Provisional Settlement	To receive the report providing Members with information in respect of the 2019-2020 Provisional Local Government Settlement, and initial comments on its likely implications for the delivery of Council services	Group Director, Corporate & Frontline Services	open	Cabinet
Council Tax Discount	To receive the report providing Members with proposals in respect of Council Tax discount	Group Director, Corporate & Frontline Services		
Council Investment Priorities	To consider any potential investment opportunities	Group Director, Corporate & Frontline Services	Open	Cabinet
Development Plan	To consider the next steps to develop a planning policy for the area/region.	Director, Regeneration, Planning & Housing	Open	Cabinet
***				

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
NOVEMBER				**28.11.18**
2018-19 Mid Year Treasury Management Stewardship Report	To provide Members with information on: • The Council's Treasury Management activity during the first 6 months of 2018-19 and • Prudential and Treasury Indicators for the same period.	Group Director, Corporate & Frontline Services	Open	
DECEMBER				**NO MEETING SCHEDULED**
JANUARY				**16.01.19**
Welsh Church Act Annual Report	To approve the statement of Accounts for the Welsh Church Act Fund for the financial year ended 31st March 2018, as statutory required.	Group Director, Corporate & Frontline Services	Open	Audit Committee
Urgent Executive Decisions	To present, for Members' information an overview of the Urgent Decisions taken forward by the Cabinet Committee and the Urgent Key Officer Delegated Decisions taken forward outside of the Cabinet Committee during the period October - December 2018.	Service Director, Cabinet & Public Relations	Open	Cabinet

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
Council Tax Reduction Scheme	The need to consider whether to revise or replace the Council existing Council Tax Reduction Scheme (CTRS) and the requirement to adopt a scheme by 31st January 2019.	Group Director, Community & Children's Services	Open	
Community Infrastructure Levy	To receive details in respect of the Community Infrastructure Levy	Director, Regeneration Planning & Housing	Open	Public Service Delivery, Communities & Prosperity Scrutiny Committee
***				
FEBRUARY				**20.02.19**
Freedom of the Borough Nominations	To receive and endorse the nominations from the Freedom of the Borough Working Group	Service Director, Cabinet & Public Relations	Open	Freedom of the Borough Working Group
***				
MARCH				**06.03.19 & 27.03.18**
Revenue Budget Strategy	To provide information to Members in respect of the Council's Revenue Budget, together with the level of Council Tax, for the year ending 31st March 2020.	Group Director, Corporate & Frontline Services.	Open	Finance and Performance Scrutiny Cabinet
Council Tax Resolution	To provide Members with the details of the calculation of the Authority's Council Tax for the financial year ending 31st March 2020 prior to passing the necessary statutory resolutions	Group Director, Corporate & Frontline Services	Open	Cabinet
Capital Programme	To set out the Council's proposed Capital	Group Director, Corporate &	Open	Cabinet

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
	Programme for 2019-20 to 2021-22, following confirmation of the local government settlement for 2019-20.	Frontline Services		
The Council's Pay Policy Statement	To provide Members with information in respect of the Council's 2019-2020 Pay Policy Statement	Director of Human Resources Director of Legal & Democratic Services	Open	
Treasury Management Strategy	To provide Members with information in respect of treasury Management Strategy, Incorporating Investment Strategy, Prudential Indicators & MRP Statement for 2019/20.	Group Director, Corporate & Frontline Services	Open	Finance & Performance
***				
APRIL				**10.04.19**
Urgent Executive Decisions	To present, for Members' information an overview of the Urgent Decisions taken forward by the Cabinet Committee and the Urgent Key Officer Delegated Decisions taken forward outside of the Cabinet Committee during the period January - March 2019.	Service Director, Cabinet & Public Relations	Open	Cabinet
***				

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
MISCELLANEOUS (the following items to be considered as and when appropriate / necessary during the Municipal Year)				
Changes to Committee Membership	To consider the changes to Committee Memberships as advised	Director, Legal & Democratic Services	Open	
Welsh Government Consultations	To consider the Council's response to relevant Welsh Government Consultations	Director, Legal & Democratic Services Service Director, Cabinet & Public Relations	Open	
Wales Audit Office Reports	To consider reports brought forward by the Wales Audit Office	As applicable		
Corporate Plan – the Way Ahead	To receive details of the Councils Corporate Plan and its delivery	Chief Executive	Open	
Freedom of the Borough	To award the Freedom of the Borough following endorsement of the FOB Working Group recommendations	Service Director, Cabinet & Public Relations	Open	Freedom of the Borough Working Group.
Notices of Motion	To consider Notices of Motions / Amendments to the Motion as received and in accordance with the Council Constitution.		Open	
Members Questions	To consider the Questions put to Members as received and in accordance with the Council Constitution		Open	

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
Cardiff Capital Region City Deal	To provide Members with updates / information in respect of the Cardiff Capital Region City Deal.	Chief Executive		
Scrutiny Working Groups	To receive details of Scrutiny Working Group reviews Undertaken.			
Council Work Programme	To receive updates on the 2018-19 Council Work Programme	Service Director, Cabinet & Public Relations	Open	

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?