

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

19 JUNE 2018

REPORT OF THE CORPORATE DIRECTOR OPERATIONAL AND PARTNERSHIP SERVICES

FORWARD WORK PROGRAMME

1. Purpose of Report .

- 1.1 The purpose of this report is to seek Cabinet approval for items to be included on the Forward Work Programme for the period 1 July 2018 to 31 October 2018.

2. Connection to Corporate Improvement Objectives.

- 2.1 The active engagement with the public regarding key decisions of the Authority contributes to all of the following Corporate Priorities.
1. **Supporting a successful economy** – taking steps to make the county a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.
 2. **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
 3. **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

3. Background.

- 3.1 The Constitution of the Council explains that the Forward Work Programme will be prepared by the Corporate Director – Operational and Partnership Services to cover a period of four months except when ordinary elections of councillors occur, in which case the forward work programme will cover the period up to the date of the elections.
- 3.2 The Forward Work Programme will contain matters which the Cabinet, Overview and Scrutiny Committees and full Council are likely to consider. It will contain information on:
- (a) the timetable for considering the Budget and any plans, policies or strategies forming part of the Policy Framework and requiring Council approval, and which body is to consider them;

- (b) the timetable for considering any plans, policies or strategies which are the responsibility of the Cabinet;
- (c) any individual matters on which the Cabinet intends to consult in advance of taking a decision, and the timetable for consultation and decision;
- (d) the work programme of the Overview and Scrutiny Committees, to the extent that it is known.

3.3 The Forward Work Programme will be published at least 14 days before the start of the period covered. The Authority is required to publish once a year a notice in at least one newspaper circulating in the area, stating that a forward work programme will be published and giving the publication dates for that year.

3.4 The recent Wales Audit Office report also identifies that the Council should improve the availability and accessibility of information relating to decision-making on significant service change.

4. Current situation / proposal.

4.1 The Forward Work Programme will be considered quarterly by Cabinet at the meetings listed below and published on the dates shown:

Cabinet Meeting Date		Published by	FWP for Period
17 Jul 18	-	17 Sep 18	01 Oct – 31 Jan 19
20 Nov 18	-	18 Dec 18	01 Jan – 30 Apr 19
19 Feb 19	-	18 Mar 19	01 Apr – 31 July 19
21 May 19 To be confirmed	-	15 Jun 19	01 Jul – 31 Oct 19

4.2 Once approved the schedule of publication will be advertised in the Glamorgan Gazette.

4.3 The proposed Forward Work Programmes are described below:

- Cabinet 1 July 2018 to 31 October 2018 - **Appendix 1**
- Council 1 July 2018 to 31 October 2018 - **Appendix 2**
- Overview and Scrutiny - **Appendix 3**

5. Effect upon Policy Framework and Procedure Rules.

5.1 There are no implications relating to the Policy Framework and Procedure Rules

6. Equality Impact Assessment

6.1 There are no negative equality implications arising from this report.

7. Financial Implications.

7.1 There will be an estimated cost of £400 for the notice being placed in a

newspaper and its translation to inform readers of the publication dates of the Forward Work Programme as required in Paragraph 3.3 of the report.

7.2 There will be a translation cost of approximately £60 for each quarterly update of the Forward Work programme when it is published on the Bridgend County Borough Council Website. These will be met from within existing budgets.

8. Wellbeing of Future Generations (Wales) Act 2015

8.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.

9. Recommendation.

9.1 Cabinet is recommended to:

- Approve the Cabinet Forward Work Programme for the period 1 July to 31 October 2018 as shown at Appendix 1;
- Note the Council the Council and Scrutiny Forward Work Programme as shown at Appendix 2 and 3 respectively.

P A Jolley

Corporate Director Operational and Partnership Services

6 June 2018

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Background documents: None