

Policy, Improvement and Communications Portfolio Holder's Forward Plan

Timetable	Area	Agenda Item	Decision Path	Responsible Officer
April 2009	Policy	Corporate Plan 2009-2010	Portfolio holder (outside meeting) Cabinet Council	Paul Swift – Policy & Performance Manager
Timetable to be advised pending outcome of the policy and performance service	Policy	Scoping of review of Council policies and procedures	SMT Leaders' Portfolio meeting Cabinet	Denise Lewis – Corporate Manager, Community & Customer Services
Timetable to be advised pending outcome of the policy and performance service	Policy	Investigation of available enabling powers not currently being exercised by the Council ('Horizon Scanning')	SMT Leaders' Portfolio meeting Cabinet	Denise Lewis – Corporate Manager, Community & Customer Services
July 2009	Improvement	Portfolio Holder job descriptions, to support and inform the generic role responsibility set out in the Constitution	Portfolio holder Cabinet	Richard May – Democratic Services Manager
March to May 2009	Improvement	Comprehensive Area Assessment: Receipt and consideration of government guidance	EMT Portfolio holder Cabinet	Paul Swift – Policy & Performance Manager
May 2009	Improvement	Revised ICT Strategy	Portfolio holder	Steve Rayment – Head of ICT
May 2009	Communications	Updated Communications Strategy	Portfolio holder	Georgina Hayward – Communications Manager
May 2009	Communications	Progress on action plan approved at the meeting	Portfolio holder	Richard May – Democratic Services Manager