

**POLICY AND RESOURCES COMMITTEE
WORK PROGRAMME**

No.	Item to be considered	Link to Strategic Plan	Date of Next Meeting	Purpose of the Report	How the work will be done	Responsible Officer	Outcome Expected
1.	Performance Report		Reported via MIB	Performance report update	Written Report	Performance and Projects Officer	Report to note, this will be reported via the Members' Information Bulletin
2.	Batchworth Neighbourhood Area Designation Application		18 June 2018	To consider whether the Council should designate the area submitted by Batchworth Community Council as a neighbourhood area.	Written Report	Senior Planning Officer, Local Plans	To consider the recommendations
3.	Review of Strategic Risks		July 2018	To receive a report	Written Report	Emergency Planning and Risks Manager	To consider the recommendations
4.	Outcome of Consultation on public spaces protection order – variation to order requiring Dogs to be kept on a lead		July 2018	To report back to the Committee on the consultation	Written report	Head of Community Partnerships Animal Control Officer Services Manager	To consider the report and decide on the next steps following the consultation

APPENDIX A

No.	Item to be considered	Link to Strategic Plan	Date of Next Meeting	Purpose of the Report	How the work will be done	Responsible Officer	Outcome Expected
5.	Budget Monitoring Report		July 2018	To monitor the budgetary situation for services	Written Report	Director of Finance/Head of Finance	To consider the report and make any recommendations to Council
6.	Draft Strategic Plan and Financial planning		September 2018	To receive a report	Written Report	Director of Finance/Head of Community Partnerships	To receive a report
7.	Asset Register		September 2018	To consider a report on the asset register	Written Report	Property Services and Finance	To consider any recommendations
8.	Member Training		December 2018	To receive an annual report	Written Report	Principal Committee Manager	To consider any recommendations
9.	Draft Service Plans 2019-2022 and Strategic Plan 2019-2022	3.1.1/3.1.1.1 3.3.4/3.3.4.1	December 2018	To consider service plans for the heads of service that report to the committee	Written Report	Heads of Service who report to Committee	Agree the service plans for approval following approval of the budget by Council.
10.	Strategic, Service and Financial Planning 2018-2021 to include Fees and charges		January 2019	To receive a report	Written Report	DoF and Service Heads	To recommend the budget to Council

APPENDIX A

No.	Item to be considered	Link to Strategic Plan	Date of Next Meeting	Purpose of the Report	How the work will be done	Responsible Officer	Outcome Expected
11.	Final Service Plans 2018-2021 and Strategic Plan 2019-2022	3.1.1/3.1.1.1 3.3.4/3.3.4.1	March 2019	To consider service plans for the heads of service that report to the committee	Written Report	Heads of Service who report to Committee	Agree the service plans for approval following approval of the budget by Council.
12.	Budget Outturn report		June 2019	To receive a report	Written Report	Head of Finance	To consider the recommendations