

**LEISURE, ENVIRONMENT AND COMMUNITY COMMITTEE**

**WORK PROGRAMME**

**10 October 2018**

<b>No.</b>	<b>Item to be considered</b>	<b>Date of Next Meeting</b>	<b>Purpose of the Report</b>	<b>How the work will be done</b>	<b>Responsible Officer</b>	<b>Outcome Expected</b>
<b>Leisure</b>						
1.	Budget Monitoring Report	November 2018 and March 2019	Present financial outturn position	Written Report from Policy and Resources	Section Head, Accountancy	To note action taken
2.	William Penn Usage Information Update	Standard item until a decision has been made			Leisure Contracts Officer SLM Reps	
3.	Leisure Fees and Charges 2018/19	28 November 2018		Written Report	Leisure Contracts Officer	
4.	Draft Service Plans – Leisure and Landscapes	28 November 2018	To consider the draft Service Plan for the Lead Member's functions	Written Report	Head of Community Services	To note and comment on the Leisure and Landscapes draft Service Plan for 2019-22
5.	Open Space Management Plans	28 November 2018 13 March 2019	Proposals to Adopt Various Open Space Management Plans'	Written Report	Principal Landscape Officer	Different site management plans nearer the time

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6.	Play Area Updates	13 March 2019	To receive a report on the upgrade of the play area	Written Report	Leisure Development Manager	To agree the action to be taken..
7.	Play Area for Rickmansworth Park	February 2019			Leisure Development Manager Project Development Officer	
8.	Watersmeet Presentation	June / July 2019	Update on Watersmeet Performance		Watersmeet Venue Manager	
9.	Leisure Committee Presentation	August / September 2019	Update on Leisure Progress		Leisure Contracts Officer	
<b>Environmental Services</b>						
1.	Budget Monitoring Report	November 2018 and March 2019	Present financial outturn position – period 10.	Written Report from Policy and Resources	Section Head, Accountancy	To note action taken
2.	Draft Service Plans	28 November 2018	To consider the final Service Plans for the Committee's functions	Written Report	Head of Community Services Head of Community Partnerships	To approve the Service Plans for 2019-22

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3.	Environmental Services Fees and Charges	28 November 2018	To receive the fees and charges for Environmental Services to include: Garden Waste, Trade Waste and Clinical Waste and to include a review of the services	Written report	Waste and Environment Manager/Environmental Strategy Manager	To make recommendations to the Council for the budget.
4.	Draft Service Plans – Environmental Services	28 November 2018	To consider the draft Service Plan for the Lead Member's functions	Written Report	Head of Community Services	To note and comment on the Environmental Services draft Service Plan for 2019-22
5.	Service Level Agreements Review (every three years)	13 March 2019	For Information	Written Report	Partnerships Manager	
6.	Service and Financial Planning, 2018-21	13 March 2019	To recommend the service plans and budgets relating to Environmental Protection and Community Safety.	Written report	Service Heads	To recommend the service plans.
<b>Community Safety and Partnerships</b>						
1.	Budget Monitoring Report	November 2018 and March 2019	Present financial outturn position – period 10.	Written Report from Policy and Resources	Section Head, Accountancy	To note action taken

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2.	Presentations for Information	28 November 2018	CAB (annual)	Presentation	Head of Community Partnerships  Partnerships Manager	To note the presentations
3.	Commercial Licensing Fees and Charges for 2018/19	28 November 2018	For information and for audit trail	Written Report (includes fees and charges under the Deregulation Act 2015)	Commercial Standards Manager  Head of Regulatory Service Management	To recommend the fees and charges to Council as part of the budget setting process
4.	Draft Service Plans – Community Partnerships  Regulatory Services	28 November 2018	To consider the draft Service Plan for the Lead Member's functions	Written Report	Head of Community Partnerships  Head of Regulatory Services	To note and comment on the Environmental Services draft Service Plan for 2019-22
5.	County Lines	28 November 2018		Written Report	Head of Community Partnerships	