

**LEISURE, ENVIRONMENT AND COMMUNITY COMMITTEE**

**WORK PROGRAMME**

**28 November 2018**

No.	Item to be considered	Date of Next Meeting	Purpose of the Report	How the work will be done	Responsible Officer	Outcome Expected
<b>Leisure</b>						
1.	Budget Monitoring Report	13 March 2019	Present financial outturn position Period 6 End September	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.	Play Area for Rickmansworth Park	16 January or 13 March 2019			Leisure Development Manager Project Development Officer	
4.	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..
5.	Watersmeet Presentation	10 July 2019	Update on Watersmeet Performance		Watersmeet Venue Manager	

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6.	Leisure Committee Presentation	21 August / 9 October 2019	Update on Leisure Progress		Leisure Contracts Officer	
7.	Leisure Fees and Charges 2020/21	27 November 2019		Written Report	Leisure Contracts Officer	
8.	Final Service Plans – Leisure and Landscapes	13 March 2019	To consider the final Service Plan for the Lead Member's functions	Written Report	Head of Community Services	To recommend the Leisure and Landscapes Service Plans for 2019-22
9.	Draft Service Plans – Leisure and Landscapes	27 November 2019	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 2020-23
10.	Primrose Hill Play Area Refurbishment	Tbc			Leisure Development Manager	
<b>Environmental Services</b>						
1.	Budget Monitoring Report	13 March 2019	Present financial outturn position – Period 6 End Sept	Written Report from Policy and Resources	Section Head, Accountancy	To note action taken

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2.	Final Service Plan – Environmental Services	13 March 2019	To consider the final Service Plan for the Lead Member's functions	Written Report	Head of Community Services	To recommend the Service plan for 2019-22
3.	Service Level Agreements Review (every three years)	13 March 2019	For Information	Written Report	Partnerships Manager	
4.	Draft Service Plan – Environmental Services	27 November 2019	To consider the draft Service Plan for the Lead Member's functions	Written Report	Head of Community Services	To note and comment on the draft Service Plan for 2020-23
5.	Environmental Services Fees and Charges including Animal Activities Fees and Charges.	27 November 2019	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 and animal activities	Written report	Waste and Environment Manager/Environmental Strategy Manager Animal Welfare & Licensing Inspector	To make recommendations to the Council for the budget.

## Community Safety and Partnerships

1.	Budget Monitoring Report	March 2019	Present financial outturn position – period 6 End September	Written Report from Policy and Resources	Section Head, Accountancy	To note action taken
3.	Final Service Plans – Community Partnerships  Regulatory Services	13 March 2019	To consider the final Service Plans for the Lead Member's functions	Written Report	Head of Community Partnerships  Head of Regulatory Services	To recommend the Environmental Services and Community Partnerships Service Plan for 2019-22
2.	Presentations for Information (after budget monitoring)	27 November 2019	CAB (annual)	Presentation	Head of Community Partnerships  Partnerships Manager	To note the presentations <i>(After the Budget Monitoring Report)</i>
3.	Draft Service Plans – Community Partnerships  Regulatory Services	27 November 2019	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 2020-23
4.	Regulatory Fees and Charges for 2020/21	27 November 2019	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	<i>To recommend the fees and charges to Council as part of the budget setting process</i>