

**POLICY AND RESOURCES COMMITTEE  
WORK PROGRAMME**

<b>No.</b>	<b>Item to be considered</b>	<b>Link to Strategic Plan</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>
1.	Performance Report		Reported via MIB	Performance report update	Written Report	Performance and Projects Manager	Report to note, this will be reported via the Members' Information Bulletin
2.	Property Investment and Asset Management Strategy		9 December 2019	To consider a report on the asset strategy	Written Report	Property Services and Finance	To consider any recommendations
3.	Draft Service Plans 2020-2023 and Strategic Plan 2020-2023	3.1.1/3.1.1.1 3.3.4/3.3.4.1	9 December 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.
4.	Hertfordshire Growth Board memorandum of understanding.		9 December 2019	To consider a report	Written Report	CEO/DCES	To consider any recommendations
5.	Strategic, Service and Financial Planning 2020-2023 to include Fees and charges		21 January 2020	To receive a report	Written Report	DoF and Service Heads	To recommend the budget to Council

**APPENDIX A**

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6.	Final Service Plans 2020-2023 and Strategic Plan 2020-2023	3.1.1/3.1.1.1 3.3.4/3.3.4.1	9 March 2020	To consider service plans for the heads of service that report to the committee	Written Report	Heads of Service who report to Committee	Recommend the Strategic plan and service plans for approval following approval of the budget by Council.
7.	Budget Monitoring Report		9 March 2020	To monitor the budgetary situation for services		Director of Finance/Head of Finance	To consider the report and make any recommendations to Council
8.	Member Training		15 June 2020	To receive a report	Written report	Principal Committee Manager	To consider any recommendations
9.	Appoint to the Sub-Committees of P&R		15 June 2020	To receive a report	Written Report	Principal Committee Manager	To consider the recommendations
10.	Budget Outturn report 2019/20		15 June 2020	To receive a report	Written Report	Head of Finance	To consider the recommendations
11.	Draft Strategic Plan and Financial planning 2021-2024		7 September 2020	To receive a report	Written Report	Director of Finance/Head of Community Partnerships	To receive a report
12.	Calendar of meetings 2022/23		7 September 2020	To receive a report	Written report	Principal Committee Manager	To recommend the calendar to Council

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13.	Review of Strategic Risks		2 November 2020	To receive a report	Written Report	Emergency Planning and Risks Manager	To consider the recommendations
14.	Community Infrastructure Levy (CIL) once the Government have reviewed CIL		Future meeting	To receive a report	Written report	DCES	To consider any recommendations