

LEISURE, ENVIRONMENT AND COMMUNITY COMMITTEE

WORK PROGRAMME

| No. | Item to be considered | Date of Next Meeting | Purpose of the Report | How the work will be done | Responsible Officer | Outcome Expected |
|----------------|-------------------------------------------------------|----------------------|-----------------------------------------------------------------|------------------------------------------|---------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| Leisure | | | | | | |
| 1. | Sustainable Tree Resilience strategy – Draft Strategy | 7 July 2021 | To present the draft tree strategy prior to public consultation | | Principal Trees & Landscape Officer | This Item will be presented at Policy and Resources Committee due to budget implications then to LEC Committee |
| 2. | Budget Monitoring Report Period 4 | 13 October 2021 | Present financial position | Written Report from Policy and Resources | Section Head, Accountancy | To note action taken |
| 3. | Leisure Management Contract Presentation | 13 October 2021 | Update on Leisure Management Contracts | | Everyone Active & Leisure Contracts Officer | To note the presentation |
| 4. | Watersmeet Presentation | 24 November 2021 | Update on Watersmeet Performance | Presentation | Watersmeet Venue Manager | To note the presentation and report. |
| 5. | Budget Monitoring Report (Period 6) | 24 November 2021 | Present financial position | Written Report from Policy and Resources | Section Head Accountancy | To note action taken. |
| 6. | Leisure Fees and Charges 2022/23 | 24 November 2021 | To present the proposed fees and charges for 2021/22 | Written Report | Leisure Contracts Officer | To recommend to P&R Committee |

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| 7. | Draft Service Plans – Leisure and Landscapes and any growth bids 2022-2025 | 24 November 2021 | To consider the draft Service Plan for the Lead Member's functions and any growth bids | Written Report | Head of Community Services | To note and comment on the Leisure and Landscapes draft Service Plan for 2022-25 and any growth bids. |
| 8 | Physical Activity Strategy | 24 November 2021 | Recommendations and Health implications of the impact of COVID-19 on local community. With potential funding pots | | | |
| 9. | Sustainable Tree Resilience strategy – Draft Strategy | 24 November 2021 | To present the final tree strategy following public consultation | | Principal Trees & Landscape Officer | This Item will be presented at Policy and Resources Committee due to budget implications then to LEC Committee |
| Environmental Services & Sustainability | | | | | | |
| 1. | Final Service Plan – Environmental Services | 10 March 2021 | To consider the final Service Plan for the Lead Member's functions | Written Report | Head of Community Services | To recommend the Service plan for 2021-24 |
| 2. | Budget Monitoring Report – Period 10 | March 2022 | Present financial position | Written Report from Policy and Resources | Section Head, Accountancy | To note action taken |
| 3. | Report on Cemetery | TBC | | Written Report | | |

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| 4. | Budget Monitoring Report Period 4 | 13 October 2021 | Present financial position | Written Report from Policy and Resources | Section Head, Accountancy | To note action taken |
| 5. | Budget Monitoring Report | 24 November 2021 | Present financial position | Written report from P&R Committee | Section Head Accountancy | To note action taken. |
| 6. | Draft Service Plan – Environmental Services and any growth bids | 24 November 2021 | To consider the draft Service Plan for the Lead Member’s functions and any growth bids | Written Report | Head of Community Services | To note and comment on the draft Service Plan for 2021-24 |
| 7. | Environmental Services Fees and Charges 2022/23 | 24 November 2021 | To receive the fees and charges for the review of Environmental Services to include: Garden Waste, Trade Waste and Clinical Waste | Written report | Waste and Environment Manager/Environmental Strategy Manager | To recommend to P&R Committee |
| 8. | Animal Activities Fees and Charges 2021/22 | 24 November 2021 | To receive the fees and charges review for the services and animal activities | Written report | Animal Welfare & Licensing Inspector | To make recommendations to the Council for the budget. |
| Community Safety and Partnerships | | | | | | |

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| 1. | Budget Monitoring Report Period 4 | 13 October 2021 | Present financial position | Written Report from Policy and Resources | Section Head, Accountancy | To note action taken |
| 2. | Anti-Social Behaviour | Date to be agreed | To receive a report | Written report | Acting Head of Community Partnerships | To receive any recommendations. |
| 3. | Budget Monitoring Report | 24 November 2021 | Present financial position | Written report from P&R Committee | Section Head Accountancy | To note action taken. |
| 4. | Draft Service Plans – Community Partnerships Regulatory Services | 24 November 2021 | To consider the draft Service Plan for the Lead Member's functions and any growth bids | Written Report | Head of Community Partnerships Head of Regulatory Services | To note and comment on the Environmental Services draft Service Plan for 2022-25 and any growth bids. |
| 5. | Regulatory Fees and Charges for 2022/23 | 24 November 2021 | 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 |

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| 6. | Citizen's Advice Service in Three Rivers Annual Report 2020/21 | Citizen's Advice November 2021 | For information | Presentation | CASTR | |
| 7. | Service Level Agreements Review (every three years) | Citizens Advice - November 2022 | For Information | Written Report | Head of Community Partnerships | |