

LEISURE, ENVIRONMENT AND COMMUNITY COMMITTEE

WORK PROGRAMME

22 August 2018

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.	Budget Monitoring Report	October 2018 November 2018 and March 2019	Present financial outturn position	Written Report from Policy and Resources	Nigel Pollard Section Head, Accountancy	To note action taken
2.	William Penn Usage Information Update	22 August 2018 standard item for 2018 with view of extending if need be			Ray Figg Kelly Barnard Leisure Contracts Manager SLM Reps	
3.	Review of Community Grants	10 October 2018		Written Report	Karl Stonebank Partnership Manager	This has been postponed as it now needs to be based on Priority Needs.
4.	Leisure Grants	10 October 2018 and 13 March 2019	To receive and consider applications for leisure and community grants	Written report	Karl Stonebank Partnership Manager	To determine applications for grants
5.	Cassiobridge Play Area	10 October 2018	To receive a report on the upgrade of the play area	Written report	Charlotte Gomes Leisure Development Manager	To agree the action to be taken.

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6.	Leisure Fees and Charges 2018/19	28 November 2018		Written Report	Kelly Barnard Leisure Contracts Manager	
7.	Draft Service Plans – Leisure and Landscapes	28 November 2018	To consider the draft Service Plan for the Lead Member's functions	Written Report	Ray Figg Head of Community Services	To note and comment on the Leisure and Landscapes draft Service Plan for 2019-22
8.	Open Space Management Plans	28 November 2018 13 March 2019	Proposals to Adopt Various Open Space Management Plans'	Written Report	Julie Hughes	Different site management plans nearer the time
9.	Play Area for Rickmansworth Park	February 2019			Charlotte Gomes, Leisure Development Manager Lisa Cook, Project Development Officer	
Environmental Services						
1.	Budget Monitoring Report	October 2018 November 2018 and March 2019	Present financial outturn position – period 10.	Written Report from Policy and Resources	Nigel Pollard 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	Ray Figg Head of Community Services Andy Stovold, Head of Community Partnerships	To approve the Service Plans for 2019-22

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3.	Environmental Services Fees and Charges	10 October 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	Ray Figg 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	Karl Stonebank 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.
Community Safety and Partnerships						
1.	Budget Monitoring Report	October 2018 November 2018 and March 2019	Present financial outturn position – period 10.	Written Report from Policy and Resources	Nigel Pollard Section Head, Accountancy	To note action taken

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2.	Presentations for Information	28 November 2018	CAB (annual)	Presentation	Andy Stovold, Head of Community Partnerships Karl Stonebank 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)	John Scott Commercial Standards Manager Kimberley Rowley 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	Andy Stovold, Head of Community Partnerships Kimberley Rowley, Head of Regulatory Services	To note and comment on the Environmental Services draft Service Plan for 2019-22