

WORK PLAN

1 SUMMARY

- 1.1 The following table sets out the Committee's work plan for the year as at 3 July 2018. It is subject to alteration as the planning of reviews is ongoing.
- 1.2 Members are requested to note and approve the Work Plan making appropriate amendments.

Meeting Dates	Items Scheduled For This Date	Additional Details
12 June 2018	<ul style="list-style-type: none">• Overall work Programme• Building Control• Emergency Planning• Review of the Constitution	The Committee set its work programme at its first meeting of the Municipal year.
3 July 2018	<ul style="list-style-type: none">• Treasury Management Annual Review 2017/18• Review of the Constitution	
4 September 2018	<ul style="list-style-type: none">• Community Safety Partnership• Housing & Homeless Strategy	Update, as part of the Committee's Crime and Disorder function.

Meeting Dates	Items Scheduled For This Date	Additional Details
	Communication Process	
9 October 2018	<ul style="list-style-type: none"> • RIPA • Council's use of Social Media & Council's • Council's Leisure Contract 	Annual review of Policy and usage
6 November 2018		
4 December 2018	<ul style="list-style-type: none"> • Treasury Management 2018/19 Mid Year Review 	
8 January 2019	<ul style="list-style-type: none"> • 	
5 February 2019	<ul style="list-style-type: none"> • Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Policy Statement 2019/20 	To consider the Council's Treasury Management Strategy prior to its submission to Council.
12 March 2019	<ul style="list-style-type: none"> • Community Safety Partnership 	Update, as part of the Committee's Crime and Disorder function.
2 April 2019	<ul style="list-style-type: none"> • Approval of Review Committee's Annual Report 	

2 Additional work items to be considered / programmed at a later stage

2.1 The following items have been identified by the Committee / Officers as needing to be considered but have not been programmed into the Committee's work plan.

- Operation of the Development Committee.
- Section 151 Officer contract with Essex County Council
- Enforcement of Dog Fouling
- Ongoing Rail works on Southend to Liverpool Street line
- Update on possible closure of Castle Road recycling centre
- Removal of payment machines in Council reception areas

3 Project Teams

Topic	Current Status
Review of the Constitution	A further meeting has been scheduled to take place
ICT Review	A further meeting has been scheduled to take place.
De Montfort University Local Governance Research Unit report	A meeting of the team has taken place.

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