

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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