

## WORK PLAN

### 1 SUMMARY

- 1.1 The following table sets out the Committee's work plan for the year as at 16 April 2013. 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
19 June 2012	<ul style="list-style-type: none"> <li>Overall work Programme</li> </ul>	The Committee set its work programme at its first meeting of the Municipal year.
10 July 2012	<ul style="list-style-type: none"> <li>Promotion of Shop at my Local</li> </ul>	To assess whether there is anything more that could be done to promote this service
11 September 2012	<ul style="list-style-type: none"> <li>Citizens Advice Bureau</li> </ul>	Part of the review of How Voluntary and Community Groups function in the District.
9 October 2012	<ul style="list-style-type: none"> <li>Community Safety Partnership</li> <li>Local Strategic Partnership</li> </ul>	Regular half yearly update  Regular half yearly update
13 November 2012	Meeting Cancelled	

Meeting Dates	Items Scheduled For This Date	Additional Details
4 December 2012	<ul style="list-style-type: none"> <li>• SITA UK</li> </ul>	To receive an update on the waste contract.
8 January 2013	<ul style="list-style-type: none"> <li>• Disabled Facilities Grants update</li> <li>• How Voluntary and Community Groups function in the District</li> </ul>	<p>To receive an update one year after the Committee's recommendations.</p> <p>To receive the final report of the project team.</p>
5 February 2013	<ul style="list-style-type: none"> <li>• Rochford District Community Safety Partnership</li> <li>• Treasury Management Strategy Statement, Annual Investment Strategy And Minimum Revenue Provision Policy Statement 2013/14</li> </ul>	<p>Regular half yearly update.</p> <p>To consider the Council's Treasury Management Strategy prior to its submission to Council.</p>
5 March 2013	<ul style="list-style-type: none"> <li>• The emerging structure around health and wellbeing and the changing role of the District Council in this context</li> </ul>	To receive an update on the changes taking place from the 1 April 2013.
16 April 2013	<ul style="list-style-type: none"> <li>• Regulation of Investigatory Powers Act 2000 (RIPA)</li> <li>• Approval of Review Committee's Annual Report</li> </ul>	Annual update, includes review of policy and update regarding use of the policy.

## 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.

- (a) Play / Sports provision in the District
- (b) Virgin Leisure
- (c) Rochford Housing Association
- (d) Flood Risk Management in Essex

## 3 Project Teams

Topic	Current Status
Provision of housing for the District's ageing population	Various visits to sites are being arranged for April 2013 it will be necessary to extend the project into the next municipal year.

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