

## WORK PLAN

### 1 SUMMARY

- 1.1 The following table sets out the Committee's work plan for the year as at 9 October 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"> <li>Overall work Programme</li> <li>Building Control</li> <li>Emergency Planning</li> <li>Review of the Constitution</li> </ul>	The Committee set its work programme at its first meeting of the Municipal year.
3 July 2018	<ul style="list-style-type: none"> <li>Treasury Management Annual Review 2017/18</li> <li>Review of the Constitution</li> </ul>	
4 September 2018	Meeting Cancelled	
9 October 2018	<ul style="list-style-type: none"> <li>ICT Outage - Major Incident Report</li> <li>Housing &amp; Homeless Strategy</li> </ul>	

Meeting Dates	Items Scheduled For This Date	Additional Details
	<ul style="list-style-type: none"> <li>Council's Leisure Contract</li> </ul>	
6 November 2018	<ul style="list-style-type: none"> <li>RIPA</li> <li>Council's use of Social Media &amp; Council's Communication Process</li> <li>Removal of payment machines in Council reception areas</li> </ul>	Annual review of Policy and usage
4 December 2018	<ul style="list-style-type: none"> <li>Treasury Management 2018/19 Mid Year Review</li> <li>Operation of the Development Committee</li> </ul>	
8 January 2019	<ul style="list-style-type: none"> <li>Enforcement of Dog Fouling</li> <li>Community Safety Partnership</li> </ul>	Update, as part of the Committee's Crime and Disorder function.
5 February 2019	<ul style="list-style-type: none"> <li>Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Policy Statement 2019/20</li> </ul>	To consider the Council's Treasury Management Strategy prior to its submission to Council.

Meeting Dates	Items Scheduled For This Date	Additional Details
12 March 2019		
2 April 2019	<ul style="list-style-type: none"> <li>Approval of Review Committee's Annual Report</li> </ul>	

## 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.

- Section 151 Officer contract with Essex County Council
- Ongoing Rail works on Southend to Liverpool Street line
- Update on possible closure of Castle Road recycling centre

## 3 Project Teams

Topic	Current Status
Review of the Constitution	A further meeting has taken place
ICT Review	A further meeting has taken place
De Montfort University Local Governance Research Unit report	A further meeting has taken place

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