

OPERATIONAL SERVICES COMMITTEE
ANNUAL AGENDA PLAN

AGENDA ITEM NO. 20

LEAD OFFICER: Emma Grima, Director Commercial

DEMOCRATIC SERVICES OFFICER: Tracy Couper

| Mon 13 June 2022 4:30pm | | Mon 11 July 2022 CANCELLED | | Mon 12 September 2022 4:30pm | |
|--|---|-----------------------------------|------------|--|--|
| Report deadline | 4pm Thurs 26 May | Report deadline | n/a | Report deadline | 4pm Fri 26 Aug |
| Agenda despatch | Mon 30 May 2022 | Agenda despatch | n/a | Agenda despatch | Wed 31 Aug 2022 |
| Quarter 4 – Waste Performance | James Khan (Head of Street Scene) | | | Service Presentation – Customer Services | Annette Wade (Customer Services Manager) |
| Community Safety Partnership Update | Lewis Bage (Communities & Partnerships) | | | Quarter 1 – Waste Performance | James Khan (Head of Street Scene) |
| Housing Enforcement Policy | Liz Knox (Environmental Services) | | | Outdoor Sports Facilities & Playing Pitch Strategies | Victor Le Grand (Senior Leisure Services Officer) |
| Food Health and Safety Service Delivery Plan | Liz Knox (Environmental Services) | | | Progress Report Youth Strategy Action Plan | Lewis Bage (Communities & Partnerships) Angela Parmenter (Housing & Community Safety Manager) Liz Knox (Environmental Services Manager) |
| Environment Action Plan 2022 | Richard Kay (Strategic Planning Manager) | | | ECSS Annual Accounts | Finance Manager ECSS |
| Annual Reports of Representatives on Outside Bodies | DSO | | | Housing Renewal Policy | Liz Knox (Environmental Services) |
| ARP Joint Committee Minutes – 1 st March 2022 | DSO | | | Housing Enforcement Policy Consultation Results | Liz Knox (Environmental Services) |
| Forward Agenda Plan | DSO | | | Budget Monitoring Report | Anne Wareham (Senior Accountant) |

Notes:

1. Agenda items which are likely to be “urgent” and therefore not subject to call-in are marked *
2. Agenda items in italics are provisional items / possible items for future meetings.

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| | | | | VCAEC -Service Level Agreement Update | Mark Goldsack (presentation) |
| | | | | Sports Grants | Victor Le Grand (Senior Leisure Services Officer) |
| | | | | Building Control Fees & Charges | Building Control Manager |
| | | | | ARP Joint Committee Minutes – 21 June 2022 | DSO |
| | | | | Forward Agenda Plan | DSO |
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| Mon 14 November 2022 4:30pm | | Mon 16 January 2023 4:30pm | | Mon 27 March 2023 4:30pm | |
|---|--|-------------------------------------|--|---------------------------------|--------------------------------------|
| Report deadline | 4pm Mon 31 Oct | Report deadline | 4pm Fri 30 Dec | Report deadline | 4pm Mon 13 March |
| Agenda despatch | Wed 2 Nov 2022 | Agenda despatch | Wed 4 Jan 2023 | Agenda despatch | Wed 15 March 2023 |
| Review of Parking Enforcement Activity | Director Commercial | Quarter 3 – Waste Performance | James Khan (Head of Street Scene) | Service Delivery Plans 2023/24 | Service Leads |
| Quarter 2 – Waste Performance | James Khan (Head of Street Scene) | Community Safety Partnership Update | Lewis Bage (Communities & Partnerships) | ECSS Business Plan | James Khan (Head of Street Scene) |
| Service Delivery Plans – 6 Month Performance Monitoring | Service Leads | Budget Monitoring Report | Anne Wareham (Senior Accountant) | ARP Joint Committee Minutes | DSO |
| Budget Monitoring Report | Anne Wareham (Senior Accountant) | ARP Joint Committee Minutes | DSO | Forward Agenda Plan | DSO |
| ARP Joint Committee Minutes | DSO | Forward Agenda Plan | DSO | | |
| Forward Agenda Plan | DSO | | | | |
| Local Heritage List | Christopher Partrick (Conservation Officer) | | | | |
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