

**REGULATORY & SUPPORT SERVICES COMMITTEE**

**Lead Officers: Jo Brooks, Director, Operations**

**ANNUAL AGENDA PLAN**

**Democratic Services Officer: Adrian Scaites-Stokes**

Meeting on: <b>27<sup>th</sup> June 2016</b> 4:30pm		Meeting on: <b>25<sup>th</sup> July 2016</b> 4:30pm		Meeting on: <b>12<sup>th</sup> September 2016</b> 4:30pm	
Agenda Planning meeting*: <b>13<sup>th</sup> June 2016, 3:00pm</b>		Agenda Planning Meeting*: <b>12<sup>th</sup> July 2016, 10:00am</b>		Agenda Planning Meeting*: <b>30<sup>th</sup> August 2016, 10:00am</b>	
Deadline for reports <b>15<sup>th</sup> June 2016</b>		Deadline for reports <b>13<sup>th</sup> July 2016</b>		Deadline for reports <b>31<sup>st</sup> August 2016</b>	
<ul style="list-style-type: none"> <li>• Forward Agenda Plan</li> <li>• Appointments, Transfers, Resignations EXEMPT</li> <li>• LA Pay Comparison &amp; National Living Wage Implementation</li> <li>• Performance Related Increments Scheme – Annual Update</li> <li>• Outside Bodies Annual Report</li> <li>• Performance Management – Year End Performance &amp; New Service Plans                             <ul style="list-style-type: none"> <li>- Customer Services</li> <li>- Human Resources</li> <li>- Information Technology</li> <li>- Legal Services</li> <li>- Planning</li> <li>- Waste Services</li> </ul> </li> <li>• Health &amp; Safety Policies</li> </ul>	<p>AS-S N Pema</p> <p>N Pema N Pema</p> <p>J Murfet H Thornton</p> <p>A Wade N Pema M Chadwick M Camp R Saunt D White</p> <p>S Clark</p>	<ul style="list-style-type: none"> <li>• Forward Agenda Plan</li> <li>• Appointments, Transfers, Resignations EXEMPT</li> <li>• Finance Monitoring</li> </ul>	<p>AS-S</p> <p>N Pema</p> <p>I Smith</p>	<ul style="list-style-type: none"> <li>• Forward Agenda Plan</li> <li>• Appointments, Transfers, Resignations EXEMPT</li> <li>• Review of CRM System</li> <li>• Avoidable Contacts</li> <li>• Transformation Programme Sub-Committee – Minutes 12 July 2016</li> <li>• Disabled Facility Grant Review</li> </ul>	<p>AS-S</p> <p>N Pema</p> <p>A Wade</p> <p>A Wade</p> <p>AS-S</p> <p>L Knox</p>

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**Lead Officers: Jo Brooks, Director, Operations**

**ANNUAL AGENDA PLAN**

**Democratic Services Officer: Adrian Scaites-Stokes**

Meeting on: <b>7<sup>th</sup> November 2016</b> <b>4:30pm</b>		Meeting on: <b>5<sup>th</sup> December 2016</b> <b>4:30pm</b>		Meeting on: <b>23<sup>rd</sup> January 2017</b> <b>4:30pm</b>	
Agenda Planning meeting*: <b>24<sup>th</sup> October 2016,</b> <b>10:00am</b>		Agenda Planning Meeting*: <b>21<sup>st</sup> November 2016, 10:00am</b>		Agenda Planning meeting*: <b>TBA</b>	
Deadline for reports <b>26<sup>th</sup> October 2016</b>		Deadline for reports <b>23<sup>rd</sup> November 2016</b>		Deadline for reports <b>11<sup>th</sup> January 2017</b>	
<ul style="list-style-type: none"> <li>• Forward Agenda Plan</li> <li>• Appointments, Transfers, Resignations EXEMPT</li> <li>• Finance Monitoring</li> <li>• Transformation Programme Sub-Committee – Minutes 26 September 2016</li> <li>• Review of Contaminated Land Strategy</li> <li>• Change to Performance Management Template</li> </ul>	<p>AS-S</p> <p>N Pema</p> <p>I Smith</p> <p>AS-S</p> <p>L Knox</p> <p>H Thornton</p>	<ul style="list-style-type: none"> <li>• Forward Agenda Plan</li> <li>• Appointments, Transfers, Resignations EXEMPT</li> <li>• Health &amp; Wellbeing Action Plan – Annual Update</li> <li>• Complaints Update Report</li> <li>• Private Sector Housing Renewal Policy</li> </ul>	<p>AS-S</p> <p>N Pema</p> <p>L Knox</p> <p>A Wade</p> <p>L Knox</p>	<ul style="list-style-type: none"> <li>• Forward Agenda Plan</li> <li>• Appointments, Transfers, Resignations EXEMPT</li> <li>• Waste Options</li> <li>• Finance Monitoring</li> <li>• Transformation Programme Sub-Committee – Minutes 21 November 2016</li> </ul>	<p>AS-S</p> <p>N Pema</p> <p>D White</p> <p>I Smith</p> <p>AS-S</p>

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**Lead Officers: Jo Brooks, Director, Operations**

**ANNUAL AGENDA PLAN**

**Democratic Services Officer: Adrian Scaites-Stokes**

Meeting on: <b>27<sup>th</sup> February 2017 4:30pm</b>		Meeting on: <b>20<sup>th</sup> March 2017 4:30pm</b>		Meeting on: <b>24<sup>th</sup> April 2017 4:30pm</b>	
Agenda Planning meeting*: 13 <sup>th</sup> February 2017, 10:00am		Agenda Planning meeting*: TBA		Agenda Planning meeting*: TBA	
Deadline for reports 15 <sup>th</sup> February 2017		Deadline for reports 8 <sup>th</sup> March 2017		Deadline for reports TBC	
<ul style="list-style-type: none"> <li>• Forward Agenda Plan</li> <li>• Appointments, Transfers, Resignations EXEMPT</li> </ul>	AS-S  N Pema	<ul style="list-style-type: none"> <li>• Forward Agenda Plan</li> <li>• Appointments, Transfers, Resignations EXEMPT</li> <li>• Performance Management – New Service Delivery Plans</li> <li>• Forward Agenda Plan</li> </ul>	AS-S  N Pema  H Thornton  AS-S	<ul style="list-style-type: none"> <li>• Forward Agenda Plan</li> <li>• Appointments, Transfers, Resignations EXEMPT</li> </ul>	AS-S  N Pema