

COMMUNITY SERVICES AND LICENSING COMMITTEE

30 MARCH 2017

6

1. This meeting is the last for the Committee within the civic year 2016/17. Consequently the Committee may wish to consider in anticipation of its next meeting within civic year 2017/18 (anticipated to be 15 June 2017) matters for inclusion in next year's work programme.
2. In accordance with the Council's resolved Guide to Committees (2015), the committee should discuss and resolve its work programme for the year. Although the programme needs to include matters which have to be considered as a matter of law, the content of the programme should be driven by members of the committee. The items listed below, in Table 1, are simply those which the lead officer for the committee considers, or are otherwise anticipated as matters that, will in any event need to be addressed.
3. For the avoidance of doubt the second table below records the committee's Information Sheets which have been circulated to all Members, or as at the date of publication of this report are outstanding.

Table 1 – Preliminary work programme for 2017/18

Date of meeting	Matter to be considered (ie insert report/project title)	Notes (eg lead member & officer)
15.6.17 To be confirmed	Work Programme – 2017/18	Chair/Strategic Head Customer Services
	Director of Public Health – Annual Report	Lead: Sarah Scott
	Appointment of Performance Monitoring Representatives	Chair
	Outside Bodies	Chair
7.9.17 To be confirmed	Work Programme – 2017/18	Chair/Strategic Head Customer Services
	Police and Crime Commissioner Annual Report	PCC/Community and Facilities Manager
	Budget Monitoring	Accountancy Manager
	Performance Monitoring	Lead Member
7.12.17 To be confirmed	Work Programme – 2017/18	Chair/Strategic Head Customer Services
	2017/18 Revised Budget and 2018/19 Original Budget	Accountancy Manager
	Performance Monitoring	Lead Member
1.2.18 To be confirmed	Work Programme – 2017/18	Chair/Strategic Head Customer Services
	Performance Monitoring	Lead Member
29.3.18 To be confirmed	Work Programme – 2018/19	Chair/Strategic Head Customer Services
	Budget Monitoring	Accountancy Manager
	Performance Monitoring	Lead Member

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6

Table 2: Information sheets

Date sent (& reference no)	Topic	Notes (eg responsible officer)
20 May 2016 C-2016/17-001	Community Services and Customer Services Information Sheet	Strategic Head Customer Services
7 June 2016 C-2016/17-002	Community Services and Licensing Committee	Strategic Head Customer Services
29 June 2016 C-2016/17-003	Discretionary Housing Payments (DHP)	Revenue and Benefits Manager
20 July 2016 C-2016/17-004	Gloshomeseeker to Homeseekerplus	Housing Advice Manager
15 November 2016 C-2016/17-005	Benefit Cap	Revenue and Benefits Manager
16 January 2017 C-2016/17-006	Domestic Abuse and Sexual Violence (DASV) Briefing Paper January 2017	Community and Facilities Manager and Senior Housing Strategy Officer
23 January 2017 C-2016/17-007	Tree Policy	Public Space Officer
21 March 2017 C-2016/17-008	Tourism Update	Regeneration Officer (Tourism)