

**BABERGH DISTRICT COUNCIL**

**FROM:** Head of Corporate Services

**REPORT NUMBER** **F58**

**TO:** **OVERVIEW AND SCRUTINY  
(COMMUNITY SERVICES)  
COMMITTEE**

**DATE OF MEETING** 25 July 2006

**WORK PLAN FOR 2006/07**

**DATE OF COMMITTEE – 5 SEPTEMBER 2006**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Review of Call-In procedures	To consider a Working Group report	To be determined	Helen Style
Performance Management – Quarterly Report	Update on 2006/07 Performance Indicators	Decision	Andrew Hunkin
Annual Report of Development Committee	To consider report.	Decision	Richard Watson
Children Act	Update on progress	Decision	Tim Mutum
Babergh's Crime and Disorder Reduction Partnership	To receive an update	To be determined	Chris Foti
Emergency Planning	To consider Emergency Planning Action Plan	Decision	Andrew Hunkin

**DATE OF COMMITTEE – 17 OCTOBER 2006**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Reports from representatives on outside bodies	To receive six-monthly reports	Decision	Various Members

**DATE OF COMMITTEE – 5 DECEMBER 2005**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Performance Management quarterly report	Update on 2006/07 Performance Indicators	Decision	Andrew Hunkin
Monitoring the Emergency Planning Action Plan	To monitor progress	Decision	Andrew Hunkin

**DATE OF COMMITTEE – 11 DECEMBER 2006**  
**JOINT MEETING WITH OVERVIEW AND SCRUTINY**  
**(STEWARDSHIP) COMMITTEE (IF REQUIRED)**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Report of the Service and Financial Planning Group	To consider the Group's recommendations	To be determined	Helen Style

**DATE OF COMMITTEE – 6 FEBRUARY 2007**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Budget Scrutiny	To scrutinise draft budgets for 2007/08	Recommendation to Strategy	Helen Style
Corporate Plan Scrutiny	To scrutinise draft revised Corporate Plan for 2007/11	Recommendation to Strategy	Andrew Hunkin
National Performance Indicator Comparisons 2005/06	To note position	Decision	Andrew Hunkin

**DATE OF COMMITTEE – 27 MARCH 2007**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Performance Management – Quarterly Report	Update on 2006/07 Performance Indicators	Decision	Andrew Hunkin
Reports from representatives on outside bodies	To receive six-monthly reports	Decision	Various Members
Monitoring the Emergency Planning Action Plan	To monitor progress	Decision	Andrew Hunkin

**OTHER TOPICS IDENTIFIED FOR FUTURE MEETINGS**

<b>Topic</b>	<b>Lead Officer</b>	<b>Proposed Committee Date</b>
Review of Process for Managing Void Properties	Chris Foti/Ryan Jones	To be undertaken when Council agrees to a full Business Process Re-engineering exercise.
Review of Council's contribution to promoting healthy living and reducing health inequalities	Malcolm Firth	To be carried out when current re-allocation of duties is completed.
Service cost comparisons with other local authorities	Barry Hunter	To be determined
Report on the possibility of Babergh becoming involved with community sentences, following seminars delivered by Suffolk Magistrates Association	Chris Foti	To be determined
Progress report on free travel scheme for senior citizens	Dawn Williams	To be determined
Review of Grants	Tim Mutum	To be determined.
Annual Report on Quay Theatre	Chris Foti	Summer 2007
Audit of Babergh's sustainability	To be determined	Late 2006

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**ITEMS IDENTIFIED ON WORK PLAN FOR STRATEGY COMMITTEE WHICH FALL WITHIN TERMS OF REFERENCE OF OVERVIEW AND SCRUTINY (COMMUNITY SERVICES) COMMITTEE****DATE OF COMMITTEE – 17 AUGUST 2006**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
Review of Housing Strategy, Sheltered Housing Service, Homelessness Strategy, HRA Business Plan and Housing Stock Options Appraisal Review	To review the Strategies and Business Plan, evaluate progress on implementing Action Plans, and consider whether any policy changes are required. To review the current position on Stock Options.	To be determined	Chris Foti
Future of Pin Mill	To consider report by Pin Mill Task Group	To be determined	Ryan Jones
Asbestos Management Plan	To approve plan	Decision	Ryan Jones
Capital Programme 2006/07	To commit uncommitted schemes	Decision	Ryan Jones

**DATE OF COMMITTEE – 28 SEPTEMBER 2006**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
CAST	Update	Recommendation	John Raine
Review of Call-In Procedures	Results of review by Overview and Scrutiny Committees	Recommendation	Helen Style
Review of Service Standards	To approve the Council's service standards	Decision	Andrew Hunkin
Review on informing Members of issues arising in their wards and dealing with Members' complaints	Results of review carried out by Overview and Scrutiny (Stewardship) Committee	To be determined	Andrew Hunkin

**DATE OF COMMITTEE – 16 NOVEMBER 2006**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
Evaluation of Strategic Partnerships	To consider an evaluation of the Council's strategic partnerships	To be determined	Andrew Hunkin

**DATE OF COMMITTEE – 11 JANUARY 2007**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
2007/11 Draft Corporate Plan	To consider draft Corporate Plan	Decision	Andrew Hunkin
Children's Play Strategy	To adopt a Children's Play Strategy for the District	Decision	Tim Mutum

**DATE OF COMMITTEE – 8 FEBRUARY 2007**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
2007/11 Final Corporate Plan	To approve the Corporate Plan	Recommendation	Andrew Hunkin
Final Budget Proposals 2007/08	To approve final proposals	Recommendation	Barry Hunter

**DATE OF COMMITTEE – 8 MARCH 2007**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
CAST	Update	Recommendation	John Raine

**TOPICS IDENTIFIED FOR FUTURE MEETINGS**

<b>TOPIC</b>	<b>LEAD OFFICER</b>	<b>PROPOSED COMMITTEE DATE</b>
Waste Transfer Station – Feasibility Study	Malcolm Firth	To be determined
Suffolk Development Agency – Proposed Service Level Agreement	Rich Cooke	To be determined
e-Government Policy including CAST	John Raine	As and when required
Dual Use Sports Centres – Management Arrangements	Tim Mutum	To be determined
Reps on outside bodies LGARC & SPARSE; EERA	Relevant Member	Timely/annual
Review of Grants Provision	Tim Mutum	To be determined
Re-organisation of local government	Pat Rockall	To be determined
Statement of Community Involvement – recommendation to Council	Rich Cooke	To be determined
Clean Neighbourhoods & Environment Act 2005 – recommendation from O&S(Community Services) – Min No. 63, Paper E268	Malcolm Firth	To be determined
Clean Neighbourhoods & Environment Act 2005 – further implications	Malcolm Firth	To be determined

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