

BABERGH DISTRICT COUNCIL

FROM: Director of Corporate Services

REPORT NUMBER

H58

TO: OVERVIEW AND SCRUTINY
(STEWARDSHIP) COMMITTEE

DATE OF MEETING 24 June 2008

WORK PLAN FOR 2008/09

DATE OF COMMITTEE – 12 AUGUST 2008

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
Capital Strategy and Asset Management Plan – Annual Report	To note update on Capital Strategy and asset utilisation	To be determined	Barry Hunter/ Ryan Jones
Finance, Risk and Performance Management – quarterly report	To note update on 2008/09 budget and performance	Decision	Janice Rees/ Homira Javadi
Annual Monitoring of Complaints	To monitor and review all formal complaints	Decision	Andrew Hunkin
Annual Report (Council)	To agree content	Recommendation to Council	Andrew Hunkin/Barry Hunter
Annual Internal Audit Report 2007/08, including work on CAST	To consider findings	To be determined	Barry Hunter
Reports from the Council's Member representatives on the Babergh East LSP, the Western Suffolk LSP and the Haven Gateway Partnership	To receive 6-monthly reports	Decision	Various Members

DATE OF COMMITTEE – 30 SEPTEMBER 2008

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
None currently identified			

DATE OF COMMITTEE – 18 NOVEMBER 2008

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
Use of Resources	To consider the 2008 Audit Commission assessment	Decision	Barry Hunter
Strategic Procurement Framework	To monitor implementation	Decision	Barry Hunter
Finance, Risk and Performance Management – quarterly report	To note update on 2008/09 budget and performance	Decision	Janice Rees/ Homira Javadi
Direction of Travel	To consider progress	To be determined	Janice Rees

DATE OF COMMITTEE – 9 DECEMBER 2008
JOINT MEETING WITH OVERVIEW AND SCRUTINY
(COMMUNITY SERVICES) COMMITTEE (IF REQUIRED)

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
Report of the Service and Financial Planning Group	To consider the Group's recommendations	To be determined	Barry Hunter

DATE OF COMMITTEE – 27 JANUARY 2009

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
Budget Scrutiny	To scrutinise draft budgets for 2009/10	Recommendation to Strategy	Barry Hunter
National Performance Indicator Comparisons 2007/08	To note position	Decision	Janice Rees

DATE OF COMMITTEE – 24 MARCH 2009

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
Internal Audit Work Programme 2009/10	To consider proposed internal audit work programme for the next financial year	Decision	Barry Hunter
Finance, Risk and Performance Management – quarterly report	To note update on 2008/09 budget and performance	Decision	Janice Rees/ Barry Hunter
The Committee's Annual Report	To consider draft Annual Report for 2008/09	Recommendation to Council	Ray Amesbury/ Steve Ellwood

OTHER TOPICS IDENTIFIED FOR FUTURE MEETINGS

Topic	Lead Officer	Proposed Committee Date
Reports from the Council's Member representatives on the Babergh East LSP, the Western Suffolk LSP and the Haven Gateway Partnership	Various Members	To be determined (six-monthly)

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APPENDIX

COPY OF STRATEGY COMMITTEE WORK PLAN INDICATING THE OVERVIEW AND SCRUTINY COMMITTEE WITHIN WHOSE TERMS OF REFERENCE THE ITEM FALLS

DATE OF COMMITTEE – 31 JULY 2008

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer	O&S Committee
Capital Programme 2008/09	To commit uncommitted schemes	Decision	Ryan Jones	S
Proposed development of Kingfisher Leisure Centre	To consider detailed plans and business case	Decision	Paul Little	S and CS
Local Government Review	To consider response to Boundary Committee consultation on possible unitary arrangements	Recommendation	Pat Rockall	S and CS
Review of Financial Strategy	To agree approach on future Council Tax levels and other issues	To be determined	Barry Hunter	S
S106 recreational contributions	To agree a process for spend of funding on recreational facilities	To be determined	Tim Mutum	CS
LDF Annual Monitoring Report	To review 07/08 timetable and amend 08/09 timetable as appropriate	Decision	Rich Cooke	CS
Strategic Plan – Medium Term Action Plans	To approve Action Plans	Decision	Andrew Hunkin	S and CS
BT's plan to remove public phone boxes	To consider Babergh's response	Decision	Neil Henry	CS
Brantham Industrial Area – Planning Position Statement	To consider recommendation of Development Committee	Decision	Rich Cooke / Clare Vint	CS
Proposed Weekly Food Waste Collection Service	To consider Business Case prepared by Joint BDC/MSDC Member and Officer Working Group	To be determined	Malcolm Firth	CS
Proposed Acquisition of New Depot Site	To consider options	Decision	Ryan Jones	S
Haven Gateway IDP – Growth Point Funds	To agree BDC funding allocation	Decision	Rich Cooke	CS
Stansted Airport 2 nd Runway	To comment on planning application	Decision	Rich Cooke/Sandra Scott	CS
Design SPD	To consider Stage 1 for consultation	Decision	Rich Cooke/Patrick Taylor	CS

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer	O&S Committee
Haven Gateway Green Infrastructure Strategy	To endorse the Strategy	Recommendation	Rich Cooke/Peter Berry	CS

DATE OF COMMITTEE – 18 SEPTEMBER 2008

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer	O&S Committee
Capital Programme 2008/09	To commit uncommitted schemes	Decision	Ryan Jones	S
Babergh's Housing Strategy, 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 be determined	Chris Foti	CS
Local Government Review (if necessary)	Any on-going consultation response issues prior to Boundary Committee deadline (26 Sept?)	Decision, under delegation from Council 2 September	Pat Rockall	S and CS
Review of Service Standards	To approve revised and updated standards for the delivery of services	Decision	Andrew Hunkin/Bob Southgate	CS
Efficiency Plans and Progress	To consider current position and future plans	Decision	Barry Hunter	S
Babergh Community Grants Scheme Policy	To approve the policy	Decision	Neil Henry	CS
Land at Sudbury	To consider options for re-development	Decision	Ryan Jones	S
LDF – Core Strategy Issues and Options	To agree Issues and Options report for public consultation	Decision	Rich Cooke/Sylvia Stannard	CS

DATE OF COMMITTEE – 6 NOVEMBER 2008

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer	O&S Committee
Capital Programme 2008/09	To commit uncommitted schemes	Decision	Ryan Jones	S
Progress report on Discretionary Rate Relief	To receive an update on the new discretionary rate relief policy	Decision	Bob Southgate	S
Affordable Housing Programme	To consider the new five-year plan	Recommendation	Ian Tippett	CS
Local Government Review (if necessary)	To respond if necessary to emerging issues	To be determined	Pat Rockall	S and CS
Design SPD	To adopt SPD (Stage 2)	Decision	Rich Cooke/Patrick Taylor	CS
Affordable Housing SPD	To adopt SPD	Decision	Rich Cooke/Sylvia Stannard	CS

DATE OF COMMITTEE – 15 JANUARY 2009

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer	O&S Committee
Capital Programme 2008/09	To commit uncommitted schemes	Decision	Ryan Jones	S
Draft Strategic Plan	To consider any amendments to the Strategic Plan	Decision	Janice Rees	S and CS
Draft Budget proposals 2009/10	To approve the draft General Fund and HRA budgets and Council Tax	Decision	Barry Hunter	S and CS
Local Government Review	To consider whether to make representations prior to final decision of Secretary of State	To be determined	Pat Rockall	S and CS

DATE OF COMMITTEE – 12 FEBRUARY 2009

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer	O&S Committee
Capital Programme 2008/09	To commit uncommitted schemes	Decision	Ryan Jones	S
Final Strategic Plan	To approve any changes to the Strategic Plan	Recommendation (if necessary)	Janice Rees	S
Final Budget proposals 2009/10	To approve final proposals	Recommendation	Barry Hunter	S and CS
Local Government Review	To consider implications of Secretary of State's decision, if known	To be determined	Pat Rockall	S and CS

DATE OF COMMITTEE – 9 APRIL 2009

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer	O&S Committee
Capital Programme 2008/09	To commit uncommitted schemes	Decision	Ryan Jones	S
Local Government Review	Any necessary decisions/recommendations associated with the Secretary of State's decision	To be determined	Pat Rockall	S and CS
Recreation Strategy/SPD	To adopt Strategy/SPD	Decision	Rich Cooke/ Sandra Scott	CS

TOPICS IDENTIFIED FOR FUTURE MEETINGS

TOPIC	LEAD OFFICER	PROPOSED COMMITTEE DATE	O&S Committee
Waste Transfer Station – Feasibility Study	Malcolm Firth	To be determined	CS
e-Government Policy including CAST	To be confirmed	As and when required	S and CS
Reps on outside bodies LGARC and SPARSE; EERA	Relevant Member	Timely/annual	S and CS
Future of Pin Mill	Ryan Jones	To be determined	CS
Babergh Design Guide Supplementary Planning Document	Malcolm Firth	To be determined	CS
Safeguarding Employment Land Supplementary Planning Document	Malcolm Firth	To be determined	CS
LDF – Further reports on various topics	Rich Cooke	To be determined	CS
Suffolk Development Agency Ltd – Review of Strategic Partnerships	Tim Mutum	To be determined	CS

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