

BABERGH DISTRICT COUNCIL

FROM: Director of Corporate Services

REPORT NUMBER

H88

TO: OVERVIEW AND SCRUTINY
(STEWARDSHIP) COMMITTEE

DATE OF MEETING 12 August 2008

WORK PLAN FOR 2008/09

DATE OF COMMITTEE – 30 SEPTEMBER 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

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 Strategic 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
Annual Audit and Inspection Plan 2008/09 – progress of PFK's work programme	Barry Hunter/PKF	To be determined
2007/08 Financial Outturn and Statement of Accounts – results of further investigation into (1) publicity expenditure (2) creditors	(1) Barry Hunter/Strategic and Financial Planning Group (2) Barry Hunter	To be determined

Topic	Lead Officer	Proposed Committee Date
Customer Services – opportunities for Improvement - to consider any variations arising from the Action Plan identified by CAST Board	Andrew Hunkin/Bob Southgate/CAST Board	To be determined

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

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
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	S and 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
Facilities in Hadleigh	To report progress	To be determined	Mike Hammond/Ryan Jones/Tim Mutum	S and CS
Conservation Areas – Hadleigh and Woolverstone	To adopt	Decision	Malcolm Firth	CS
Policy for Allocation contributions secured under S106 Planning Obligations for Affordable Housing	To consider recommendations from Housing Panel	Decision	Tim Mutum	S and 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
Affordable Housing SPD	To adopt SPD	Decision	Rich Cooke/Sylvia Stannard	CS
LDF Annual Monitoring Report	To approve	Decision	Malcolm Firth	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
Planning Enforcement Policy	To consider results of Consultation and adopt policy	Decision	Malcolm Firth	CS
Direction of Travel	To consider recommendations of O&S Committees on progress	To be determined	Janice Rees	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
Annual Report for 2007/08 (Council)	To consider recommendations of O&S Committees	Recommendation	Andrew Hunkin	S and 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
Future Use of Calais Street Pavilion site	Chris Foti/Tim Mutum	To be determined	S and CS
Key messages from O&S Committees' scrutiny of variations in 2007/08 BVPIs	Andrew Hunkin	To be determined	S and CS
Options to purchase land at Belle Vue Sudbury – to agree terms	Ryan Jones	To be determined	S
Air Quality in Cross Street/Ballingdon Street/Church Street – results of consultation/ to approve Action Plan	Malcolm Firth	To be determined	CS
Customer Service – Opportunities for Improvement – to consider any significant variations identified by CAST Board	Andrew Hunkin/Bob Southgate	As required	S and CS

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