

BABERGH DISTRICT COUNCIL

FROM: Director of Corporate Services

REPORT NUMBER: **J6**

TO: COUNCIL

DATE OF MEETING: 21 April 2009

ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY (COMMUNITY SERVICES) COMMITTEE

1. PURPOSE OF REPORT

- 1.1 In accordance with the Constitution, the Overview and Scrutiny (Community Services) Committee must report annually to Council on its work during the last year and make recommendations for future work programmes and if appropriate, amended working methods.

2. RECOMMENDATIONS

- 2.1 That the Overview and Scrutiny (Community Services) Committee's Annual Report for 2008/09 be noted.
- 2.2 That the Overview and Scrutiny (Community Services) Committee's Work Plan for 2009/10 be approved.

3. FINANCIAL IMPLICATIONS

- 3.1 There have been no financial implications to date other than the costs of officer time and normal allowances for Members that are included in the budget.
- 3.2 Any development of the work of in-depth scrutiny, including items such as the payment of out of pocket expenses for expert and other witnesses, can be accommodated within existing budgets for 2009/10. The position for future years will be addressed through the Strategic Financial Planning Process, if that is necessary.

4. RISK MANAGEMENT

This report is an update on work completed during 2008/09, together with a draft programme for 2008/09. Risk management considerations for individual topics will be included in reports to the Committee as the year progresses.

5. KEY INFORMATION

5.1 WORK IN 2008/09

Appendix 1 outlines the Committee's main areas of work in 2008/09. The following is a brief summary of the Committee's main achievements during the year:

- The Committee has considered the Council's response to BT's proposal to remove 43 telephone boxes in the Babergh area.

- The Committee has considered the annual review of the Babergh Community Safety Partnership.
- A considerable amount of work has been undertaken by the Strategic Financial Planning Task Group to ensure that draft budgets for 2009/10 reflect the Council's priorities and approved policies. A joint meeting of the two Overview and Scrutiny Committees was held to consider the Budget Framework and the two Committees then scrutinised the draft budget proposals before final approval by Strategy Committee and Council.
- The Committee has approved a Street Cleansing Action Plan and this has been reviewed in conjunction with the first year of operation of the Open Space Management Contract.
- The Committee has considered a review of the effectiveness of new Enforcement arrangements. The Committee has recommended the adoption of a Planning Enforcement Policy to Strategy Committee. The Committee has also considered a review of street trading in Babergh and recommended the adoption of a Street Trading Enforcement Policy to Strategy Committee.
- The Committee has considered the annual report of the Development Committee for 2007/08.
- The Committee has endorsed the proposals to progress a detailed assessment of Air Quality in Cross Street, Church Street and Ballingdon Street, Sudbury.
- The Committee endorsed the approach taken to improve customer service and agreed an action plan to address the issues identified by a general user satisfaction survey in 2006/07. The Committee also agreed an action plan for improving the management of informal complaints.
- The Committee has considered the 2007/08 end of year Finance and Performance Management report and the first quarter report for 2008/09.
- The Committee has considered reports on performance in respect of Planning, Private Sector Housing and Non-Domestic Rate Collection.
- The Committee considered the key performance indicator basket for 2008/09 and agreed to continue to scrutinise these on a quarterly basis. The target setting arrangements for 2009/10 have also been considered and a joint Working Group established to scrutinise the proposed targets.
- The Housing Panel's 2008 Housing Review has been considered by the Committee. The Committee has also considered a review of the Council's Affordable Housing Programme.
- The Committee considered the progress made in 2007/08 by the District Resilience Forum and agreed an Action Plan for 2008/09.
- The Committee has considered a report and Action Plan following a Suffolk wide review of flood management.

- The Committee has considered reports and presentations relating to the West Suffolk Local Strategic Partnership, the Babergh East Local Strategic Partnership and the Haven Gateway Partnership.
- The Committee has considered various reports detailing the progress and work of the following Community Development Partnerships: South Suffolk Leisure; Active South Suffolk; The Quay Theatre.

5.2 WORK PLAN FOR 2009/10

Appendix 2 sets out a list of items of work that Members and Officers have identified for consideration by the Committee during 2009/10.

6. APPENDICES

Appendix 1 - Overview and Scrutiny (Community Services) Committee:
Resume of Work in 2008/09

Appendix 2 - Overview and Scrutiny (Community Services) Committee:
Proposed Work Plan for 2009/10

7. BACKGROUND PAPERS REFERRED TO

None.

CONTACT: Steve Ellwood
Karen Sayer

E-MAIL: steve.ellwood@babergh.gov.uk
karen.sayer@babergh.gov.uk

OVERVIEW AND SCRUTINY (COMMUNITY SERVICES) COMMITTEE

RESUME OF WORK 2008/09

1.1 Strategic Financial Planning and Draft Budget 2009/10

At the joint meeting on 9 December 2008 Members considered a report from the Strategic Financial Planning (SFP) Task Group setting out proposals for the 2009/10 Budget. They recommended these for approval by Strategy Committee subject to a number of the potential Medium-Term Plan priorities being further reviewed by the SFP Task Group. A Council Tax increase of no more than 3.5% was also supported in principle.

At its meeting on 3 February 2009 the Committee scrutinised the draft budget for 2009/10. Members discussed the bid items not included by the SFP Task Group in their final recommendations to Strategy Committee and expressed the view that some of them should be reinstated, resulting in a Council Tax increase of 3.5% unless additional savings could be found elsewhere.

1.2 Budget and Performance Monitoring

At its meeting on 1 July 2008 the Committee considered the 2007/08 end of year Finance and Performance Management report. It was noted that the format followed that of the Corporate Plan to show the linkages to the Council's corporate priorities.

A Quarter 1 Monitoring Report on Finance and Performance Management for 2008/09 was considered by the Committee at its meetings on 19 August 2008.

At its meeting on 3 February 2009 the Committee considered reports on performance in respect of Planning, Private Sector Housing and Non-Domestic Rate Collection.

1.3 Key Performance Indicator Baskets 2008/09 and 2009/10

At its meeting on 1 July 2008 the Committee considered the key performance indicator basket for 2008/09 and agreed to continue to scrutinise these on a quarterly basis.

At its meeting on 3 February 2009 the Committee considered the target setting arrangements for 2009/10 and agreed that a Working Group be established jointly with the Overview and Scrutiny (Stewardship) Committee to scrutinise the proposed targets. The Committee appointed 3 possible Members to sit on the Working Group.

At its meeting on 31 March 2009 the Committee approved the key performance indicator basket recommended by the Working Group and the proposed targets were recommended to Strategy Committee for approval.

1.4 Review of Enforcement Arrangements

At its meeting on 20 May 2008 the Committee considered a report providing an update of enforcement activity and reviewing the effectiveness of new enforcement arrangements.

At its meeting on 25 November 2008 the Committee reviewed street trading controls in Babergh and agreed that no changes be made to the current arrangements. A Street Trading Enforcement Policy was recommended to Strategy Committee for adoption.

At its meeting on 3 February 2009 the Committee considered a formal Planning Enforcement Policy for dealing with reports of unauthorised developments and recommended to Strategy Committee that it be adopted.

1.5 Open Space Management Contract and Street Cleansing Action Plan

At its meeting on 20 May 2008 the Committee approved the Street Cleansing Action Plan and agreed that the Open Space Management Contract be reviewed after the first year.

Consequently, at its meeting on 3 February 2009 the Committee received a report reviewing the first year operation of the Open Space Management Contract and acknowledged the improvement in performance and measures taken under the Street Cleansing Improvement Action Plan.

1.6 Babergh Community Safety Partnership Annual Review

At its meeting on 20 May 2008 the Committee considered the progress and work of the Babergh Community Safety Partnership.

1.7 BT Phone Box Removal Consultation

At its meeting on 20 May 2008 the Committee considered a report relating to BT's proposal to remove 43 telephone boxes in the Babergh District, together with details of the consultation programme.

1.8 Annual Report of the Development Committee

At its meeting on 1 July 2008 the Committee adopted the annual report of the Development Committee for 2007/08. Members requested that future annual reports include statistics on breach of planning conditions. Members noted information with regard to training matters and requested that training also be made available to substitute Development Committee Members.

1.9 Air Quality in Cross Street, Church Street and Ballingdon Street, Sudbury

At its meeting on 1 July 2008 the Committee considered a report presenting the findings of a 12 month detailed assessment of nitrogen dioxide concentrations particularly in Cross Street, Church Street and Ballingdon Street, Sudbury. Members endorsed the proposals for progressing this matter which would include a consultation exercise with all relevant parties including residents.

1.10 Customer Service – Opportunities for Improvement

At its meeting on 1 July 2008 the Committee endorsed the approach taken to improve customer service and agreed an Action Plan for improving the management of informal complaints in response to findings from the General User Satisfaction Survey 2006/07.

1.11 The Housing Panel's 2008 Housing Review and Review of the Council's Affordable Housing Programme

At its meeting on 19 August 2008 the Committee considered the Housing Panel's 2008 review of the Council's Housing Strategy, Homelessness Strategy and the Housing Revenue Account Business Plan.

At its meeting on 25 November 2008 the Committee considered the Housing Panel's report on the progress to date on achieving the affordable housing target. Members also considered the core findings of the Strategic Housing Market Assessment and the Housing Needs Survey.

1.12 Babergh's District Resilience Forum – Progress Report 2007/08 and Action Plan for 2008/09

At its meeting on 19 August 2008 the Committee considered a report on the progress made to date by the District Resilience Forum (DRF) in relation to Emergency Planning and highlighting the actions planned to further develop the Council's emergency preparedness. Members approved the Action Plan for 2008/09.

1.13 Review of Flood Management

At its meeting on 19 August 2008 the Committee considered a report and Action Plan following a Suffolk wide review of flood management. Members agreed that progress against the final Action Plan be monitored at the end of 2008/09.

1.14 Reports from Representatives on Outside Bodies

At its meeting on 19 August 2008 the Committee considered reports from Member representatives on the Babergh East Local Strategic Partnership (LSP) and the Haven Gateway Partnership.

At its meeting on 31 March 2009 the Committee considered reports from Member representatives on the Babergh East Local Strategic Partnership (BELSP), the Western Suffolk Local Strategic Partnership (WSLSP) and the Haven Gateway Partnership.

1.15 West Suffolk Local Strategic Partnership – Progress on the Action Plan

At its meeting on 25 November 2008 the Committee considered a report on the progress being made on the West Suffolk LSP Action Plan. Colin Spence, Member representative and David Wood, Manager were present at the meeting and answered Members questions.

1.16 South Suffolk Leisure

At its meeting on 7 October 2008 the Committee considered the South Suffolk Leisure (SSL) annual report for 2007/08. Adrian Shorten, SSL Business and Finance Manager and Tracey Copping, Interim Chief Executive were present at the meeting and answered Members questions.

At its meeting on 25 November 2008 the Committee considered a report outlining the progress being made to strengthen the strategic relationship between Babergh and SSL in light of the Audit Commission's recommendations. Tracey Copping, Interim Chief Executive and Mike Hill, Managing Director Leisure Net Solutions were present at the meeting and answered Members questions.

1.17 Active South Suffolk

At its meeting on 7 October 2008 the Committee considered the Active South Suffolk Action Plan for 2008/09.

1.18 The Quay Theatre, Sudbury

At its meeting on 7 October 2008 the Committee considered the annual report of The Quay Theatre. Robert Benton, Chief Executive Officer was present at the meeting and answered Members questions.

BABERGH DISTRICT COUNCIL**FROM:** Director of Corporate Services**REPORT NUMBER:****TO:** OVERVIEW AND SCRUTINY
(COMMUNITY SERVICES)
COMMITTEE**DATE OF MEETING:****DRAFT WORK PLAN FOR 2009/10****DATE OF COMMITTEE – 26 MAY 2009**

Topic	Purpose	Decision Recommendation Strategy/Council	or to	Lead Officer
Babergh Community Safety Partnership – Annual Review	To consider progress	Decision		Paul Little
Flood Management	To consider progress against the 2008/09 Action Plan and consider actions for 2009/10	Decision		Andrew Hunkin
Finance and Performance Management	To receive any necessary reports on significant variances arising from the last monitoring report	Decision		Barry Hunter/ Andrew Hunkin
Councillor Call for Action	To adopt Protocol	To be determined		Steve Ellwood

DATE OF COMMITTEE – 30 JUNE 2009

Topic	Purpose	Decision Recommendation Strategy/Council	or to	Lead Officer
Annual Report of Development Committee	To consider report	Decision		Nick Ward
Finance and Performance Management	To receive any necessary reports on significant variances arising from the last monitoring report	Decision		Barry Hunter/ Andrew Hunkin

DATE OF COMMITTEE – 18 AUGUST 2009

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
The Housing Panel's 2009 Housing Review	To consider the Housing Panel's review	Decision	Chris Foti

DATE OF COMMITTEE – 6 OCTOBER 2009

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
Community Development Partnerships	To consider annual reports of the South Suffolk Leisure Trust, Active South Suffolk and the Quay Theatre	Decision	Chris Foti
Reports from representatives on: Western Suffolk LSP Babergh East LSP Haven Gateway Partnership	To receive six-monthly reports	Decision	Member representatives
Finance and Performance Management	To receive any necessary reports on significant variances arising from the last monitoring report	Decision	Barry Hunter/ Andrew Hunkin

DATE OF COMMITTEE – 24 NOVEMBER 2009

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
Babergh District Resilience Forum	To review progress against the Emergency Planning Action Plan	Decision	Andrew Hunkin

DATE OF COMMITTEE – 8 DECEMBER 2009
JOINT MEETING WITH OVERVIEW AND SCRUTINY
(STEWARDSHIP) COMMITTEE (IF REQUIRED)

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

DATE OF COMMITTEE – 3 FEBRUARY 2010

Topic	Purpose	Decision Recommendation Strategy/Council	or to	Lead Officer
Budget Scrutiny	To scrutinise draft budgets for 2009/10	Recommendation to Strategy		Barry Hunter
Finance and Performance Management	To receive any necessary reports on significant variances arising from the last monitoring report	Decision		Barry Hunter/ Andrew Hunkin
Performance Management – Target Setting 2010/11	To consider proposed approach	Decision		Andrew Hunkin

DATE OF COMMITTEE – 30 MARCH 2010

Topic	Purpose	Decision Recommendation Strategy/Council	or to	Lead Officer
Annual Report	To consider draft Annual Report for 2008/09	Recommendation to Council		Steve Ellwood/ Karen Sayer
Reports from representatives on: Western Suffolk LSP Babergh East LSP Haven Gateway Partnership	To receive six-monthly reports	Decision		Member representatives

CONTACT: Karen Sayer

DIRECT LINE: 01473 826652

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