

**BABERGH DISTRICT COUNCIL**

**FROM: HEAD OF CORPORATE SERVICES**

**REPORT NUMBER    **G27****

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

**DATE OF MEETING    12 June 2007**

**WORK PLAN FOR 2007/08**

**DATE OF COMMITTEE – 24 JULY 2007**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Youth Strategy	To note actions achieved in 2006/07 and approve 2007/08 Action Plan	Decision	Tim Mutum
South Suffolk Leisure Monitoring Report	To note progress	Decision	Chris Foti
Annual Report of Development Committee	To consider report	Decision	Richard Watson
Service and Financial Planning	To consider arrangements for 2007/08	Decision	Barry Hunter
Air Quality	To consider the results of extended monitoring of air quality in Cross Street, Sudbury	To be determined	Malcolm Firth
Asset Management Plan	To consider a new asset management plan	Recommendation to Strategy	Ryan Jones/Barry Hunter

**DATE OF COMMITTEE – 4 SEPTEMBER 2007**  
**(TO BE HELD AT THE QUAY THEATRE)**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Finance and Performance Management – Quarterly Report	To note update on 2007/08 budget and performance	Decision	Andrew Hunkin/Barry Hunter
Quay Theatre	To note annual report for 2006/07	Decision	Chris Foti
Babergh’s Housing Strategy, Homelessness Strategy, HRA Business Plan and Housing Stock Options Appraisal Review	To consider the Housing Panel’s review	Recommendation to Strategy	Chris Foti

**DATE OF COMMITTEE – 16 OCTOBER 2007**

<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 – 4 DECEMBER 2007**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Finance and Performance Management quarterly report	To note update on 2007/08 budget and performance	Decision	Andrew Hunkin/Barry Hunter

**DATE OF COMMITTEE – 11 DECEMBER 2007**  
**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 – 5 FEBRUARY 2008**

<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 2008/09	Recommendation to Strategy	Helen Style
Corporate Plan Scrutiny	To scrutinise draft revised Corporate Plan for 2008/12	Recommendation to Strategy	Andrew Hunkin
Finance and Performance Management	To note update on 2007/08 budget and performance	Decision	Andrew Hunkin/Barry Hunter
National Performance Indicator Comparisons 2006/07	To note position	Decision	Andrew Hunkin

**DATE OF COMMITTEE – 25 MARCH 2008**

<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
Annual Report	To consider draft Annual Report for 2007/08	Recommendation to Council	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.
Report on the possibility of Babergh becoming involved with community sentences, following seminars delivered by Suffolk Magistrates Association	Chris Foti	To be determined
Review of Grants	Tim Mutum	To be determined.
Audit of Babergh's sustainability	Andrew Hunkin	To be determined.
Evaluation of strategic partnerships	Andrew Hunkin/Tim Mutum	To be determined
Monitoring the Emergency Planning Action Plan	Andrew Hunkin	To be determined
Progress report on free travel scheme for senior citizens	Bob Southgate	To be determined
Report listing topics outside the scope of the CAST Programme where it is felt business process engineering benefits/efficiency gains will result in better performance or improved service	Bob Southgate	To be determined

**CONTACT:** Linda Pattle

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**ITEMS IDENTIFIED ON WORK PLAN FOR STRATEGY COMMITTEE WHICH FALL WITHIN TERMS OF REFERENCE OF OVERVIEW AND SCRUTINY (STEWARDSHIP) COMMITTEE****DATE OF COMMITTEE – 28 JUNE 2007**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
Open Space Services Contract	Approval of contractor	Decision	Ryan Jones
Review of Service Standards	To approve the Council's service standards	Decision	Andrew Hunkin
Emergency Planning Action Plan	To agree Joint Emergency Planning Unit's Action Plan	Decision	Andrew Hunkin
Gypsies and Travellers Consultation (EERA)	To agree the Council's response	Decision	Malcolm Firth/ Chris Foti

**DATE OF COMMITTEE – 16 AUGUST 2007**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
Asset Management Plan	To consider a new asset management plan	Decision	Ryan Jones/Barry Hunter

**DATE OF COMMITTEE – 27 SEPTEMBER 2007**

<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 and HRA Business Plan	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
Gypsy and Travellers' Needs Assessment	To consider Babergh's response to the Gypsy and Travellers' Needs Assessment	To be determined	David Clarke
CAST progress update	Report from CAST Board	To be determined	Bob Southgate
Review on informing Members of issues arising in their Wards and dealing with Member complaints	To agree proposed procedure	To be determined	Andrew Hunkin

**DATE OF COMMITTEE – 15 NOVEMBER 2007****DATE OF COMMITTEE – 10 JANUARY 2008**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
2008/12 Draft Corporate Plan	To consider draft Corporate Plan	Decision	Andrew Hunkin
Draft Budget proposals 2008/09	To approve the draft General Fund and HRA budgets and Council Tax	Decision	Barry Hunter

**DATE OF COMMITTEE – 7 FEBRUARY 2008**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
2008/12 Final Corporate Plan	To approve the Corporate Plan	Recommendation	Andrew Hunkin
Final Budget Proposals 2008/09	To approve final proposals	Recommendation	Helen Style

**DATE OF COMMITTEE – 6 MARCH 2008**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
Choice Based Lettings Scheme (CBL)	To consider the implementation plan for a CBL scheme in Babergh	Recommendation	David Clarke
CAST progress update	Report from CAST Board	To be determined	Bob Southgate

**TOPICS IDENTIFIED FOR FUTURE MEETINGS**

<b>TOPIC</b>	<b>LEAD OFFICER</b>	<b>PROPOSED COMMITTEE DATE</b>
Waste Transfer Station – Feasibility Study	Maldolm Firth	To be determined
e-Government Policy including CAST	To be confirmed	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
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
Future of Pin Mill	Ryan Jones	To be determined
Report from the Hadleigh Swimming Pool Steering Group	Tim Mutum	To be determined
Children’s Play Strategy	Tim Mutum	To be determined
Evaluation of Strategic Partnerships	Andrew Hunkin	To be determined

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