

BABERGH DISTRICT COUNCIL

From: Ben Staines, Project and Research Officer	Report Number: MOS/17/22
To: Babergh Overview and Scrutiny Committee	Date of meeting: 23 October 2017

DRAFT FORWARD PLAN FOR 2017/2018

The table below is a draft of the forward plan for the Babergh Overview and Scrutiny Committee. This table will be reviewed at each meeting and could be amended in the light of new items arising or as a result of items on the Forthcoming Decisions List being selected for scrutiny. It could also be revised to take account of items previously scrutinised by the Joint Scrutiny Committee and being reviewed at this meeting.

The Council's Constitution also stipulates that the Overview and Scrutiny Committee discharges the function of the Crime and Disorder Committee. The Crime and Disorder Committee is required by legislation to meet at least once every 12 months. The Overview and Scrutiny Committee does not need to arrange a separate meeting to discharge the function of the Crime and Disorder Committee but, as just noted, does need to plan to include this on the agenda for least one meeting every 12 months.

Date of Committee – 20 November 2017

Topic	Purpose	Lead Officer	Joint Strategic plan reference
CIL	Review of the impact and delivery of the CIL regime for Infrastructure	Corporate Manager – Strategic Planning.	Agree where growth goes.
Supporting Business Growth	To look at how business rates retention could be maximised and how the growth of micro-businesses could be supported.	Katherine Steel - Assistant Director – Corporate Resources. Lee Carvell – Corporate Manager - Open for Business.	Engage with and support business to thrive; Increased understanding of local businesses and their needs.

Topic	Purpose	Lead Officer	Joint Strategic plan reference
Review of the effectiveness of preparations for the introduction of the Homelessness Reduction Act	To review the actions that are being taken to prepare for the anticipated impacts of the Homelessness Reduction Act being implemented in April 2018	Heather Sparrow – Corporate Manager - Homeless Prevention and Older Persons	Make best use of our existing Housing assets
Use by the Council of interims, temporary staff and consultants.	To provide assurance that appropriate budgetary controls are applied when using these and their usage is supported by business cases.	Katherine Steel - Assistant Director – Corporate Resources.	Financially Sustainable Councils.
Scoping a review of the Legal Services Partnership.	To identify what the Committee would want to look at in this review and also what the aims, objectives and desired outcomes, of the review would be.	Emily Yule - Assistant Director – Law and Governance.	Financially sustainable Councils; Strengthened and clear governance to enable delivery.

**Date of Committee – 18 December 2017
(Joint meeting with Mid Suffolk O&S Committee)**

Topic	Purpose	Lead Officer	Joint Strategic plan reference
Review of the Legal Services Partnership	To review the effectiveness of the partnership and the	Emily Yule - Assistant Director – Law and Governance.	Financially sustainable Councils; Strengthened and clear governance to enable delivery.
Performance.	Information bulletin to update the Committee on the refined performance measures.	Corporate Manager – Business Improvement.	Intelligence-based community insight and outcome focussed performance management.

Grants Review and External Finding	Information Bulletin to update the Committee on the outcomes of the new Health Check system outlined to the JSC in June 2016.	Corporate Manager – Strong Communities.	Targeted grants and funding to support Community capacity building; Community-led solutions to deliver services and manage assets; Community volunteers are skilled and able.
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Date of Committee – 22 January 2018

Topic	Purpose	Lead Officer	Joint Strategic plan reference
Draft Joint Medium Term Financial Strategy and 2017/18 Budget.	To scrutinise the papers before final presentation to Full Council and to make any suggestions of changes felt appropriate.	Assistant Director – Corporate Resources.	Financially Sustainable Councils; Property investment to generate income and regenerate local areas.
Investment Strategy	To scrutinise the Business Plan before final presentation to Full Council and to make any suggestions felt appropriate.	Assistant Director – Investment and Commercial Delivery.	Financially Sustainable Councils.

Date of Committee – February 2018

Topic	Purpose	Lead Officer	Joint Strategic plan reference
Waste Strategy.	Review the Waste Strategy prior to it going to Cabinet	Assistant Director – Environment.	Financially sustainable Councils.

Topics identified for review by O&S but not currently timetabled:

Babergh and Mid Suffolk Building Services

Plan for this to be reviewed 12 months after the implementation of the services, in April 2018.

Community Infrastructure Levy (CIL)

It was planned for CIL to be reviewed 12 months after it was implemented. This would have been April 2017 but advice from officers was that very little had been collected in the 1st year.

Costs of the move to Endeavour House

This was resolved to be considered 3 months after the move has been completed.

Reviewing the impact the office move has had on staff with the aim of learning points for other future major change activities.

To be timetabled for six months after the move out of the Needham Market and Hadleigh offices has been completed. This to be a joint meeting with Babergh's Overview and Scrutiny.

Pre-application planning process

To be scoped three months after introduction for review after six months (probably in October 2017 and January 2018).

Leisure Strategy

To scrutinise the paper presented to Cabinet

West Suffolk Crime and Disorder Partnership

To be timetabled for review again in September 2018

Authorship:

Ben Staines
Project and Research Officer

Tel: 01449 724572, mobile 07860 829632
E-mail: ben.staines@baberghmidsuffolk.gov.uk