



MID SUFFOLK DISTRICT COUNCIL
WORK PLAN

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From: Henriette Holloway – Governance Support Officer	Report Number: JOS/17/19
To: Mid Suffolk Overview and Scrutiny Committee	Date of meeting: 21 May 2018

WORK PLAN FOR 2017/2018

The table below is a draft of the forward plan for the Mid Suffolk 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.

14 June 2018

Topic	Purpose	Lead Officer	Cabinet Member	Joint Strategic plan reference
Overview and Scrutiny Training for Members of the Committee		Janice Robinson Corporate Manager – Law and Governance		Enabled and Efficient Organisation
Babergh and Mid Suffolk Building Services (BMBS)	12 months review after the implementation of the services This to include reporting back to the committee on progress in implementing the actions drawn up to reduce the days council properties are void.	Justin Wright - Newton Corporate Manager - BMBS	Jill Wilshaw	Intelligence based community insight and outcome - focused performance management Strengthened and clear governance to enable delivery
Staff Turnover and Welfare	Reviewing the impact, the office move has had on staff and the financial impact of the move to Endeavour House, with the aim of learning points for other future major change activities.	Anne Conway Corporate Manager HR & OD Katherine Steel Assistant Director – Corporate Resources		Intelligence based community insight and outcome - focused performance management Strengthened and clear governance to enable delivery
Members to agree the MSDC Work Plan for 2018/19		Henriette Holloway – Governance Support Officer		

WORK PLAN 2018/19 for Mid Suffolk Overview and Scrutiny Committee:

19 July 2018	20 December 2018
<p>Scoping of Pre-Planning Application – to scope a review of the newly introduced pre-planning application fees. (P Isbell/ G Walker)</p> <p>Review of Shared Legal Service – To review the progress and communication following the December</p>	<p>MRF Procurement Process Officer to report back to the committee on the outcome of the MRF Procurement Contract. (JOS/17/8)</p>
16 August 2018	17 January 2019
<p>Voids – A review of the time it takes to re-let a property</p> <p>Pre-planning Application report</p>	Budget
20 September 2018	14 February 2019
<p>Crime and Disorder Panel meeting</p> <p>The HQ Sites – the Investment Business Case for Development (TBC)</p> <p>Review of public attendance at public committee meetings</p>	
18 October 2018	14 March 2019
<p>Investment Strategy to scrutinise the Business Plan for BMS Invest CIFCO</p> <p>An update on the Homeless Reduction Act (2017) Six months after the implementation of the Act</p> <p>Waste Strategy Scrutiny of the outcome of Waste Services Review and possible extension of the Joint Waste Contract, prior of report going to Cabinet. (JOS/17/8)</p> <p>The Five-year Housing Land Supply A report to review the recalculation of the Five-year Housing Land Supply</p>	
15 November 2018	18 April 2019
<p>CIL Expenditure Framework The Joint Member Panel to be part of the Scrutiny Process</p>	
	16 May 2019
	Annual Review of BMS Invest Business Plan

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

Universal Credit

To review steps for implementation of Universal Credit and ensure the Council is fully prepared for the roll-out in May 2018 (if scrutinise after May, to check it was fully prepared)
Officers: Amy Mayes and Andrew Wilcock (SCC)

Community Grant

Strong and safe communities was asked to report back following a 'health check' of the groups receiving grants. (to be an Information Bulletin) **TBC**

Crime and Disorder Panel meeting

Required to take place at least once a year, provisionally agreed to take place in **September** of each year.

Enforcement

Enforcement for parking, planning etc to be discussed with Babergh Overview and Scrutiny Committee and Kathy Nixon – Strategic Director to decide how to approach this area.
Community

Transport Services

To scrutinise the services provided by SCC and consider what Overview and Scrutiny can add to these services

Authorship:

Henriette Holloway
Governance Support Officer

Tel: 01449 726481
E-mail: henriette.holloway@baberghmidsuffolk.gov.uk