



BABERGH DISTRICT COUNCIL

WORK PLAN

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From: Henriette Holloway – Governance Support Officer	Report Number: JOS/17/18
To: Babergh 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.

18 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	Jan Osborne	Intelligence based community insight and outcome - focused performance management Strengthened and clear governance to enable delivery Make best use of our existing Housing assets
Local Tourism Strategy	To scrutinise the Local Tourism Strategy	Lee Carvell Corporate Manger – Open for Business	John Ward	Further develop local economy and market towns to thrive

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		Strengthened and clear governance to enable delivery
Off-payroll Costs Review	A review of Off-payroll Cost following on from the update presented 18 December 2017	Katherine Steel Assistant Director – Corporate Resources	Peter Patrick	Financially sustainable Councils Manage our corporate assets effectively
Information Bulletin	Voids times in Council Properties	Sue Lister – Corporate Manager – Housing Options Justin King – Interim Consultant for the Voids Team		Make best use of our existing Housing assets
Members to agree the BDC Work Plan for 2018/19		Henriette Holloway – Governance Support Officer		

WORK PLAN 2018/19 for Babergh Overview and Scrutiny Committee:

23 July 2018	17 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>Five-year Housing Land Supply – Information Bulletin – Half Year update</p>
20 August 2018	21 January 2019
<p>Voids – A review of the time it takes to re-let a property</p> <p>Members to receive an updated forecast of how to reduce the BDC deficit based on the 1st quarter of 2017/18 figures</p> <p>Pre-planning Application report</p>	<p>Budget</p>
17 September 2018	18 February 2019
<p>Crime and Disorder Panel meeting</p> <p>The HQ Sites - The Investment Business Case for the Development</p>	
22 October 2018	18 March 2019
<p>Investment Strategy To scrutinise the Business Plan for BMS Invest and CIFCO</p> <p>An update on the Homelessness Reduction Act (2017) (Six months review 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>	
19 November 2018	15 April 2019
<p>CIL Expenditure Framework The Joint Member Panel to be part of the Scrutiny Process</p>	
	20 May 2019

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

Information Bulletin: Customer Access Activity Update

An update on the customer activity Information Bulletin presented 18 December 2017 **TBC**

Information Bulletin: Community Engagement – update to be provided quarterly (sept 2017) **TBC**

Community Grants

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

Fuel Poverty

Reporting back to the Committee on the changes incorporated into the Joint Fuel Poverty Strategy – To consider if further action is needed at this stage, in the light of it being incorporated into a Suffolk-wide strategy

CIL

Update on the outcome from the Joint Overview and Scrutiny Committee 18 December 2018

Crime and Disorder Panel meeting

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

Void times in Council Properties – Monthly Information Bulletin

Other topics identified:

- Home ownership review

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