



BABERGH DISTRICT COUNCIL

WORK PLAN

05 June 2018

BABERGH DISTRICT COUNCIL

COMMITTEE: Babergh Overview and Scrutiny Committee	REPORT NUMBER: XXXX
FROM: N/A	DATE OF MEETING: 18 June 2018
OFFICER: Henriette Holloway Governance Support Officer	KEY DECISION REF NO. None

WORK PLAN FOR 2018/19

The table below is a draft of the work 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.

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.	Justin Wright - Newton Corporate Manager - BMBS	Cllr Jan Osborne	Intelligence based community insight and outcome - focused performance management Make best use of our existing Housing assets
Local Tourism Strategy	To scrutinise the Local Tourism Strategy	Lee Carvell Corporate Manger – Open for Business	Cllr John Ward	Further develop local economy and market towns to thrive

18 June continued

Information Bulletin	<p>Staff Turnover and Welfare</p> <p>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.</p>	<p>Anne Conway Corporate Manager HR & OD</p> <p>Katherine Steel Assistant Director – Corporate Resources</p>	Cllr Derek Davis	Strengthened and clear governance to enable delivery
Information Bulletin	<p>Off-payroll Costs Review</p> <p>A review of Off-payroll Cost following on from the update presented 18 December 2017</p>	<p>Katherine Steel Assistant Director – Corporate Resources</p>	Cllr Peter Patrick	<p>Financially sustainable Councils</p> <p>Manage our corporate assets effectively</p>
Information Bulletin	Voids times in Council Properties	<p>Lee Crowdell Corporate Manager – Tenant Services</p> <p>Justin King – Interim Consultant for the Voids Team</p>	Cllr Jan Osborne	Make best use of our existing Housing assets
Start Times for the Committee	A discussion of the start time for the Committee	Henriette Holloway – Governance Support Officer		
Members to agree the BDC Work Plan for 2018/19		Henriette Holloway – Governance Support Officer		

28 June 2018 Joint Committee with MSDC

Topic	Purpose	Lead Officer	Cabinet Member	Joint Strategic plan reference
CIFCO	Members to comment on the report	Jonathan Stephenson – Strategic Director	Cllr Frank Lawrenson Cllr Nick Gowrley	Financially sustainable Councils Manage our corporate assets effectively

23 July 2018 Joint Committee with MSDC

Topic	Purpose	Lead Officer	Cabinet Member	Joint Strategic plan reference
Scoping of Pre-Planning Application –	To scope a review of the newly introduced pre-planning application fees. (P Isbell/ G Walker)	Phillip Isbell Professional Lead - Growth and sustainable Planning Gemma Walker – Area Planning Manager	Cllr Nick Ridley Cllr David Whybrow	Community Capacity and Building Engagement Alternative Service Delivery models
Review of Shared Legal Service	Review of Shared Legal Service – To review the progress and communication following the meeting 18 December.	Emily Yule – Corporate Manager – Law and Governance	Cllr Darek Davis Cllr Glen Horn	Enabled and Efficient Organisation
Joint Housing Strategy	To comment and agree recommendations	Robert Hobbs Corporate Manager - Strategic Planning	Cllr Jan Osborne Cllr Jill Wilshaw	Housing Delivery
Information Bulletin	Five-year Housing Land Supply	Tom Barker Assistant Director – Planning for Growth Robert Hobbs Corporate Manager - Strategic Planning	Cllr Nick Ridley	Unlock barriers to growth Agree where growth goes
Information Bulletin	Voids times in Council Properties	Lee Crowdell Corporate Manager – Tenant Services	Cllr Jan Osborne	Make best use of our existing Housing assets

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

	17 December 2018
	Five-year Housing Land Supply – Information Bulletin – Half Year update
20 August 2018	17 January 2019 - Joint
<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>	Budget Report
20 September 2018 - Joint	18 February 2019
<p>Crime and Disorder Panel</p> <p>The HQ Sites - The Investment Business Case for the Development</p>	
22 October 2018	18 March 2019 - Joint
<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 - Joint	15 April 2019
<p>CIL Expenditure Framework The Joint Member Panel to be part of the Scrutiny Process</p>	
	16 May 2019 - Joint

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

Authorship:

Henriette Holloway
Governance Support Officer

Tel: 01449 724681

E-mail: henriette.holloway@baberghmidsuffolk.gov.uk