



**MID SUFFOLK DISTRICT COUNCIL**

**WORK PLAN**

**04 June 2018**

## MID SUFFOLK DISTRICT COUNCIL

<b>COMMITTEE: Mid Suffolk Overview and Scrutiny Committee</b>	<b>REPORT NUMBER: MOS/18/3</b>
<b>FROM: N/A</b>	<b>DATE OF MEETING: 14 June 2018</b>
<b>OFFICER: Henriette Holloway Governance Support Officer</b>	<b>KEY DECISION REF NO. None</b>

### WORK PLAN FOR 2018/19

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

<b>Topic</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Cabinet Member</b>	<b>Joint Strategic plan reference</b>
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 Jill Wilshaw	Intelligence based community insight and outcome - focused performance management  Strengthened and clear governance to enable delivery
Information Bulletin	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	Cllr Glen Horn	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		
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## 28 June 2018 Joint Committee with BDC

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

## 23 July 2018 Joint Committee with BDC

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 David Whybrow  Cllr Nick Ridley	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 Glen Horn  Cllr Darek Davis	Enabled and Efficient Organisation

Joint Housing Strategy	To comment and agree Recommendations	Robert Hobbs Corporate Manager - Strategic Planning	Cllr Jill Wilshaw Cllr Jan Osborne	Housing Delivery
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### WORK PLAN 2018/19 for Mid Suffolk Overview and Scrutiny Committee:

	<b>20 December 2018</b>
	<b>MRF Procurement Process</b> Officer to report back to the committee on the outcome of the MRF Procurement Contract. (JOS/17/8)
<b>16 August 2018</b>	<b>17 January 2019 - Joint</b>
<b>Voids</b> – A review of the time it takes to re-let a property  <b>Pre-planning Application report</b>	<b>Budget Report</b>
<b>20 September 2018 - Joint</b>	<b>14 February 2019</b>
<b>Crime and Disorder Panel</b>  <b>The HQ Sites</b> – the Investment Business Case for Development (TBC)  <b>Review of public attendance at public committee meetings</b>	
<b>18 October 2018</b>	<b>18 March 2019 - Joint</b>
<b>Investment Strategy</b> - To scrutinise the Business Plan for BMS Invest CIFCO  <b>An update on the Homeless Reduction Act (2017)</b> Six months after the implementation of the Act  <b>Waste Strategy</b> 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)  <b>The Five-year Housing Land Supply</b> A report to review the recalculation of the Five-year Housing Land Supply	
<b>19 November 2018 - Joint</b>	<b>18 April 2019</b>
<b>CIL Expenditure Framework</b> The Joint Member Panel to be part of the Scrutiny Process	
	<b>16 May 2019 - Joint</b>
	<b>Annual Review of BMS Invest Business Plan</b>

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**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

**Disable Facilities Grant**

To scrutinise a review of the Disable Facilities Grant

Authorship:

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