



# **BABERGH DISTRICT COUNCIL**

## **FORWARD PLAN**

## BABERGH DISTRICT COUNCIL

<b>From: Henriette Holloway – Governance Support Officer</b>	<b>Report Number: JOS/17/12</b>
<b>To: Babergh Overview and Scrutiny Committee</b>	<b>Date of meeting: 15 February 2018</b>

### FORWARD 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.

**19 March 2018**

Topic	Purpose	Lead Officer	Joint Strategic plan reference
The Five-year Land Supply	To receive a report based on the scoping exercise conducted 15 February	Tom Barker – Assistant Director – Planning for Growth	
Cost of the move to Endeavour House	To scrutinise the cost effectiveness of moving to Endeavour House	Arthur Charvonia Chief Executive/Head of Paid Service  Katherine Steel – Assistant Director, Corporate Resources  Melissa Evans Corporate Manager – Financial Services	Financially sustainable Councils
Information Bulletin	Voids times in Council Properties	Sue Lister – Corporate Manager – Housing Options  Justin King – Interim Consultant for the Voids Team	

**19 April 2018**  
**Joint Committee with Mid Suffolk District Council**  
**Chair: Chair Gasper**

<b>Topic</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Joint Strategic plan reference</b>
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	
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	Enabled and Efficient Organisation
Leisure Strategy (key Decision for Cabinet Dec 2017)	To scrutinise the paper presented to Cabinet	Chris Fry Assistant Director - Environments and Commercial Partnerships	
Investment Strategy for BMS Invest and CIFCO	To scrutinise the Business Plan before final presentation to Full Council and to make any suggestions felt appropriate	Louise Rawsthorne Managing Director – BMS Invest	Financially sustainable Councils
Information Bulletin	Voids times in Council Properties	Sue Lister – Corporate Manager – Housing Options  Justin King – Interim Consultant for the Voids Team	

21 May 2018

<b>Topic</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Joint Strategic plan reference</b>
Scoping of Pre-planning Application	To conduct a scoping exercise to review the newly introduced Pre-planning Application	Philip Isbell Corporate Manager – Growth and Sustainable Planning  Gemma Walker – Senior Planning Officer	
Information Bulletin	Voids times in Council Properties	Sue Lister – Corporate Manager – Housing Options  Justin King – Interim Consultant for the Voids Team	
Review of Shared Legal Services	To review the progress and communication following the presentation in December	Emily Yule Assistant Director, Law and Governance	
Waste Strategy	Report based on the scoping exercise conducted in February	Chris Fry Assistant Director – Environment and Commercial Partnership	Financially sustainable Councils.
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	

**Future Babergh Overview and Scrutiny Committee Meetings:**

<p><b>18 June 2018</b></p> <p>Voids – A review of the time it takes to re-let a property</p> <p>Pre-planning Application report</p>	<p><b>17 December 2018</b></p>
<p><b>23 July 2018</b></p> <p>Waste Strategy</p> <p>Members to receive a updated forecast of how to reduce the BDC deficit based on the 1<sup>st</sup> quarter of 2017/18 figures</p>	<p><b>21 January 2018</b></p>

<b>20 August 2018</b> The HQ Sites - The Investment Business Case for the Development	<b>18 February 2018</b>
<b>17 September 2018</b> Crime and Disorder Panel meeting Investment Strategy To scrutinise the Business Plan	<b>18 March 2018</b>
<b>22 October 2018</b> An update on the Homelessness Reduction Act (2017) (Six months review after the implementation of the Act)	<b>15 April 2018</b>
<b>19 November 2018</b>	<b>20 May 2018</b>

**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**

**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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