

BABERGH DISTRICT COUNCIL

FROM: : Head of Legal and Administrative Services

REPORT NUMBER **E107**

**TO: OVERVIEW AND SCRUTINY
(COMMUNITY SERVICES) COMMITTEE**

DATE OF MEETING 23 August 2005

WORK PLAN

DATE OF COMMITTEE – 4 OCTOBER 2005

Topic	Overview of Decision	Decision or Recommendation to Strategy/Council	Lead Officer
Reports from representatives on outside bodies	To receive six-monthly reports	Decision	Various Members
Annual Report of Development Committee	To consider report.	Decision	Richard Watson
Future Use and Occupation of East House	To consider outcome of Review	Recommendation to Strategy	Tim Mutum/Steve Ellwood
Closure of Walnuttree Hospital	To consider consultation document from Suffolk West Primary Care Trust	To be determined	Mike Hammond
Leisure NPDO	To receive update from Procurement Task Group	Decision	Tim Mutum

DATE OF COMMITTEE – 29 NOVEMBER 2005

PERFORMANCE MANAGEMENT

Topic	Overview of Decision	Decision or Recommendation to Strategy/Council	Lead Officer
Service Standards	To consider the service standards recommended for the Council's services	Recommendation to Strategy	Dawn Williams
Performance Management – Quarterly Report	Update on 2005/06 BV Performance Indicators and Service Plan targets	Decision	Andrew Hunkin
Capital Programme Monitoring	To note position	To be determined	Barry Hunter/Ryan Jones

DATE OF COMMITTEE – 12 DECEMBER 2005

**JOINT MEETING WITH OVERVIEW & SCRUTINY
(STEWARDSHIP) COMMITTEE**

Topic	Overview of Decision	Decision or Recommendation to Strategy/Council	Lead Officer
Report of Service and Financial Planning Group	To consider the Group's recommendations	To be determined	Geoff Kistner

DATE OF COMMITTEE – 7 FEBRUARY 2006

BUDGET REVIEW

Topic	Overview of Decision	Decision or Recommendation to Strategy/Council	Lead Officer
Budget Scrutiny	To scrutinise draft budgets	Recommendation to Strategy	Geoff Kistner
Corporate Plan Scrutiny	To scrutinise draft revised Corporate Plan	Recommendation to Strategy	Andrew Hunkin

PERFORMANCE MANAGEMENT

Topic	Overview of Decision	Decision or Recommendation to Strategy/Council	Lead Officer
Progress Report on Quay Theatre	To receive update.		Tim Mutum
Performance Management – Quarterly Report	Update on 2005/06 BV performance Indicators and Service Plan targets.	To be determined	Andrew Hunkin

DATE OF COMMITTEE – 28 MARCH 2006

Topic	Overview of Decision	Decision or Recommendation to Strategy/Council	Lead Officer
Anti-Social Behaviour initiatives	Annual monitorin	To be determined	Tim Mutum
Reports from representatives on outside bodies	To receive six-monthly reports	Decision	Various Members

PERFORMANCE MANAGEMENT

Topic	Overview of Decision	Decision or Recommendation to Strategy/Council	Lead Officer
National Performance Indicator Comparisons	To note position	Decision	Andrew Hunkin

OTHER TOPICS IDENTIFIED FOR FUTURE MEETINGS

Topic	Lead Officer	Proposed Committee Date
Review of Grants	Tim Mutum	
Atkins Fulford Planning Appeal	Richard Watson	To be determined.
Review of Council's contribution to promoting healthy living and reducing health inequalities	Malcolm Firth	April 2006

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APPENDIX**ITEMS IDENTIFIED ON WORK PLAN FOR STRATEGY COMMITTEE WHICH FALL WITHIN TERMS OF REFERENCE OF OVERVIEW AND SCRUTINY (COMMUNITY SERVICES) COMMITTEE****DATE OF COMMITTEE – 15th SEPTEMBER 2005**

Topic	Overview of Decision	Decision by Strategy or Recommendation to Council	Lead Officer
Nuisance Vehicles	Approval of policy	Decision	Malcolm Firth
Review of Housing Strategy, HRA Business Plan and Homelessness Strategy	To consider the Housing Panel's Review	Decision	Chris Foti
Capital Programme 2005/06	To commit uncommitted schemes	Decision	Ryan Jones
Procurement Action Plan	To approve the plan	Decision	Barry Hunter
Hadleigh Swimming Pool	To consider future	To be determined	Tim Mutum
Conservation Area	To look at property implications	Recommendation	Head of Planning Policy & Economic Development
Future of Clibbon House, Great Cornard	To consider results of feasibility study	Recommendation	Ryan Jones/Chris Foti
Babergh NPDO for Leisure	To consider Service Delivery Plan	Decision	Tim Mutum

DATE OF COMMITTEE – 10th NOVEMBER 2005

Topic	Overview of Decision	Decision by Strategy or Recommendation to Council	Lead Officer
Capital Programme 2005/06	To commit uncommitted schemes	Decision	Ryan Jones
Review of Grants Provision	To consider the outcome of the Review	Decision	Tim Mutum
Conservation Area	To look at property implications	Recommendation	Head of Planning Policy & Economic Development
Babergh NPDO for Leisure	To consider funding and buildings	Recommendation	Tim Mutum

DATE OF COMMITTEE – 12TH JANUARY 2006

Topic	Overview of Decision	Decision by Strategy or Recommendation to Council	Lead Officer
Draft 2006/07 Corporate Plan	To approve draft Plan	Decision	Andrew Hunkin
Monitoring the CPA Improvement Plan	To review progress and approve any remedial action	To be determined	Andrew Hunkin
Procurement Action Plan	Update on progress	Decision	Barry Hunter
Capital Programme 2005/06	To commit uncommitted schemes	Decision	Ryan Jones
Draft budget proposals 2006/07	To approve the draft General Fund and HRA budgets and Council Tax	Decision	Geoff Kistner
Service and Financial Planning	To consider report from Service and Financial Planning Group	To be determined	Geoff Kistner
Future use and occupation of East House	To consider outcome of Review	Decision	Tim Mutum/Steve Ellwood
CAST – final recommendations	To consider final proposals for the Customer Access and Service Transformation project	To be determined	John Raine
Service Standards	To consider standards for the Council's services	To be determined	Dawn Williams

DATE OF COMMITTEE – 9TH FEBRUARY 2006

Topic	Overview of Decision	Decision by Strategy or Recommendation to Council	Lead Officer
2006/07 Corporate Plan	Annual review	Recommendation	Andrew Hunkin
Capital Programme 2005/06	To commit uncommitted schemes	Decision	Ryan Jones
Painting Tenders	To approve acceptance	Decision subject to budget	Ryan Jones
Final budget proposals 2006/07	To approve final proposals	Recommendation	Geoff Kistner

DATE OF COMMITTEE – 9TH MARCH 2006

Topic	Overview of Decision	Decision by Strategy or Recommendation to Council	Lead Officer
Capital Programme 2005/06 and 2006/07	To commit uncommitted schemes	Decision	Ryan Jones

TOPICS IDENTIFIED FOR FUTURE MEETINGS

TOPIC	LEAD OFFICER	PROPOSED COMMITTEE DATE
Waste Transfer Station – Feasibility Study	Malcolm Firth	To be determined
Housing Stock Options Appraisal	Chris Foti	April 2006
Suffolk Development Agency – Proposed Service Level Agreement	Head of Planning Policy and Economic Development	To be determined
Economic Development Strategy Review	Head of Planning Policy and Economic Development	To be determined
e-Government Policy including CAST	John Raine	As and when required
Dual Use Sports Centres – Management Arrangements	Tim Mutum	To be determined
Reps on outside bodies LGARC & SPARSE; EERA	Relevant Member	Timely/annual

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