

**BABERGH DISTRICT COUNCIL**

**FROM:** Director of Corporate Services

**REPORT NUMBER**

**H146**

**TO:** OVERVIEW AND SCRUTINY  
(STEWARDSHIP) COMMITTEE

**DATE OF MEETING** 18 November 2008

**WORK PLAN FOR 2008/09**

**DATE OF COMMITTEE – 9 DECEMBER 2008**  
**JOINT MEETING WITH OVERVIEW AND SCRUTINY**  
**(COMMUNITY SERVICES) COMMITTEE**

<b>Topic</b>	<b>Purpose</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Report of the Strategic and Financial Planning Group	To consider the Group's recommendations	To be determined	Barry Hunter

**DATE OF COMMITTEE – 27 JANUARY 2009**

<b>Topic</b>	<b>Purpose</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Budget Scrutiny	To scrutinise draft budgets for 2009/10	Recommendation to Strategy	Barry Hunter
Use Of Resources	To consider the 2008 Audit Commission assessment	Decision	Barry Hunter
National Performance Indicator Comparisons 2007/08	To note position	Decision	Janice Rees
Direction of Travel	To consider progress	To be determined	Janice Rees
Significant Business Risk Refresh – Quarterly Report	To monitor Management Action Plans	Decision	Barry Hunter
Strategic Procurement Framework	To monitor implementation	Decision	Ryan Jones

**DATE OF COMMITTEE – 24 MARCH 2009**

<b>Topic</b>	<b>Purpose</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
Internal Audit Work Programme 2009/10	To consider proposed internal audit work programme for the next financial year	Decision	Barry Hunter
Finance, Risk and Performance Management – quarterly report	To note update on 2008/09 budget and performance	Decision	Janice Rees/ Barry Hunter
The Committee's Annual Report	To consider draft Annual Report for 2008/09	Recommendation to Council	Ray Amesbury/ Steve Ellwood

**OTHER TOPICS IDENTIFIED FOR FUTURE MEETINGS**

<b>Topic</b>	<b>Lead Officer</b>	<b>Proposed Committee Date</b>
Annual Audit and Inspection Plan 2008/09 – progress of PFK's work programme	Barry Hunter/PKF	To be determined
2007/08 Financial Outturn and Statement of Accounts – results of further investigation into (1) publicity expenditure (2) creditors	(1) Barry Hunter/Strategic and Financial Planning Group (2) Barry Hunter	To be determined
Customer Services – opportunities for Improvement - to consider any variations arising from the Action Plan identified by CAST Board	Andrew Hunkin/Bob Southgate/CAST Board	To be determined
Service Standards – Review of the first quarter's results (August 09)	Andrew Hunkin/Bob Southgate	To be determined

**CONTACT:** Steve Ellwood

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**COPY OF STRATEGY COMMITTEE WORK PLAN INDICATING THE OVERVIEW AND  
SCRUTINY COMMITTEE WITHIN WHOSE TERMS OF REFERENCE THE ITEM FALLS**

**DATE OF COMMITTEE – 8 DECEMBER 2008**

<b>Topic</b>	<b>Purpose</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>	<b>O&amp;S Committee</b>
Regional Spatial Strategy	To consider the Regional Spatial Strategy and submit comments by 12 December deadline	Decision	Rich Cooke/Sylvia Stannard	CS

**DATE OF COMMITTEE – 15 JANUARY 2009**

<b>Topic</b>	<b>Purpose</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>	<b>O&amp;S Committee</b>
Capital Programme 2008/09	To commit uncommitted schemes	Decision	Ryan Jones	S
Draft Strategic Plan	To consider any amendments to the Strategic Plan	Decision	Janice Rees	S and CS
Draft Budget proposals 2009/10	To approve the draft General Fund and HRA budgets and Council Tax	Decision	Barry Hunter	S and CS
Local Government Review	To consider whether to make representations prior to final decision of Secretary of State	To be determined	Pat Rockall	S and CS
Planning Enforcement Policy	To consider results of Consultation and adopt policy	Decision	Malcolm Firth	CS
Conservation Area – Sudbury	To adopt	Decision	Malcolm Firth	CS
Efficiency Plans and Progress	To consider current position and future plans	Decision	Barry Hunter	S
Future of Calais Street Recreation Ground	To consider proposals from Housing Panel	To be determined	Chris Foti	CS

**DATE OF COMMITTEE – 12 FEBRUARY 2009**

<b>Topic</b>	<b>Purpose</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>	<b>O&amp;S Committee</b>
Capital Programme 2008/09	To commit uncommitted schemes	Decision	Ryan Jones	S
Final Strategic Plan	To approve any changes to the Strategic Plan	Recommendation (if necessary)	Janice Rees	S
Final Budget proposals 2009/10	To approve final proposals	Recommendation	Barry Hunter	S and CS
Local Government Review	To consider implications of Secretary of State's decision, if known	To be determined	Pat Rockall	S and CS
Direction of Travel	To consider recommendations of O&S Committees on progress	To be determined	Janice Rees	S and CS

**DATE OF COMMITTEE – 9 APRIL 2009**

<b>Topic</b>	<b>Purpose</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>	<b>O&amp;S Committee</b>
Capital Programme 2008/09	To commit uncommitted schemes	Decision	Ryan Jones	S
Local Government Review	Any necessary decisions/recommendations associated with the Secretary of State's decision	To be determined	Pat Rockall	S and CS
Recreation Strategy/SPD	To adopt Strategy/SPD	Decision	Rich Cooke/ Sandra Scott	CS
Annual Report for 2007/08 (Council)	To consider recommendations of O&S Committees	Recommendation	Andrew Hunkin	S and CS
Final review of the CAST Programme	To measure outcomes against original objectives	Recommendation	Bob Southgate	S and CS

**TOPICS IDENTIFIED FOR FUTURE MEETINGS**

<b>TOPIC</b>	<b>LEAD OFFICER</b>	<b>PROPOSED COMMITTEE DATE</b>	<b>O&amp;S Committee</b>
Waste Transfer Station – Feasibility Study	Malcolm Firth	To be determined	CS
e-Government Policy including CAST	To be confirmed	As and when required	S and CS
Reps on outside bodies LGARC and SPARSE; EERA	Relevant Member	Timely/annual	S and CS
Future of Pin Mill	Ryan Jones	To be determined	CS
Babergh Design Guide Supplementary Planning Document	Malcolm Firth	To be determined	CS
Safeguarding Employment Land Supplementary Planning Document	Malcolm Firth	To be determined	CS
LDF – Further reports on various topics	Rich Cooke	To be determined	CS
LDF – Core Strategy Issues and Options	Rich Cooke/Sylvia Stannard	To be determined	CS
LDF – Annual Monitoring Report	Malcolm Firth	To be determined	CS
Suffolk Development Agency Ltd – Review of Strategic Partnerships	Tim Mutum	To be determined	CS
Future Use of Calais Street Pavilion site	Chris Foti/Tim Mutum	To be determined	S and CS
Key messages from O&S Committees' scrutiny of variations in 2007/08 BVPIs	Andrew Hunkin	To be determined	S and CS
Air Quality in Cross Street/Ballingdon Street/Church Street – results of consultation/ to approve Action Plan	Malcolm Firth	To be determined	CS
Options to purchase land at Belle Vue Sudbury – to agree terms	Ryan Jones	To be determined	S
Disposal of land at Sudbury	Steve Ellwood	To be determined	S
Affordable Housing Programme	Ian Tippet	Recommendation	CS
Affordable Housing SPD	Malcolm Firth	To be determined	CS

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