

BABERGH DISTRICT COUNCIL

FROM: HEAD OF CORPORATE SERVICES

REPORT NUMBER **G193**

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

DATE OF MEETING 30 January 2008

WORK PLAN FOR 2007/08

DATE OF COMMITTEE – 25 MARCH 2008

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
Review of Strategic Partnerships	To consider findings of current review	Recommendation to Strategy	Mike Hammond/ Tim Mutum
Finance, Risk and Performance Management – Quarterly Monitoring Report	To scrutinise update on 2007/08 budget and performance, including monitoring of Action Plans	Decision	Barry Hunter/ Janice Rees
The new performance management framework	To scrutinise national performance indicator comparisons and consider proposed Indicator targets for 2008/09	Recommendation to Strategy	Janice Rees
Customer Care and Informal Complaints Handling	To consider proposed measures, resources and timescales for addressing customer satisfaction issues	To be determined	Bob Southgate/ Janice Rees
Business Process Re-engineering (BPR) – interim reports on void properties and enforcement	To note update	Decision	Bob Southgate
Annual Report	To consider draft Annual Report for 2007/08	Recommendation to Council	Steve Ellwood/ Linda Pattle

Air Quality	Follow-up from Annual Air Quality Report – Cross Street and Ballingdon Bridge, Sudbury	To be determined	Malcolm Firth
Unpaid Work Scheme (community sentencing)	To consider the potential for Babergh to participate in the scheme	To be determined	Paul Little
Action Plan for improving satisfaction with street cleansing	To agree proposals for improvements and approve the Action Plan	To be determined	Malcolm Firth

OTHER TOPICS IDENTIFIED FOR FUTURE MEETINGS

Topic	Lead Officer	Proposed Committee Date
Audit of Babergh's sustainability	Andrew Hunkin	To be determined.
Monitoring the Emergency Planning Action Plan	Janice Rees	To be determined
Progress report on free travel scheme for senior citizens	Bob Southgate	To be determined
Report on Leisure Satisfaction	Chris Foti	19 August 2008
Final report on BPR exercise relating to enforcement	Bob Southgate	To be determined
Business Process Re-engineering – final report on void properties	Bob Southgate	20 May 2008
Review of the effectiveness of new enforcement arrangements	Malcolm Firth	20 May 2008
Report on street trading hour restrictions on Sudbury Market Hill during daytime	Malcolm Firth	Late 2008
Reports from representatives on the Babergh East LSP, the Western Suffolk LSP and the Haven Gateway Partnership	Various Members	20 May 2008
Annual Report of South Suffolk Leisure Trust	Chris Foti	1 July 2008

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**ITEMS IDENTIFIED ON WORK PLAN FOR STRATEGY COMMITTEE WHICH FALL
WITHIN TERMS OF REFERENCE OF OVERVIEW AND SCRUTINY (COMMUNITY
SERVICES) COMMITTEE**

DATE OF COMMITTEE – 7 FEBRUARY 2008

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer
2008/12 Final Corporate Plan	To approve the Corporate Plan	Recommendation	Andrew Hunkin
Final Budget Proposals 2008/09	To approve final proposals	Recommendation	Barry Hunter
Waiver of Discount Repayment – Right to Buy Scheme	To agree policy	Decision	Kathryn Saward

DATE OF COMMITTEE – 6 MARCH 2008

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer
Choice Based Lettings Scheme (CBL)	To consider the implementation plan for a CBL scheme in Babergh	Recommendation	David Clarke
CAST progress update	Report from CAST Board	To be determined	Bob Southgate
Conservation Area Appraisal – Stratford St Mary	To adopt as Supplementary Planning Guidance	Decision	Malcolm Firth
Conservation Area Appraisal – Glemsford	To adopt as Supplementary Planning Guidance	Decision	Malcolm Firth
The re-development of Tenterpiece, Lavenham	To consider the results of the feasibility study	Recommendation	Barry Hunter/ Task Group
Suffolk Coast and Heaths AONB	To consider consultation paper	Decision	Peter Berry
Performance Management Targets	Details of Member involvement in the development and setting of targets	Decision	Janice Rees

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer
Review of Service Standards	To approve the Council's service standards	Decision	Andrew Hunkin/ Bob Southgate
Review on informing Members of issues arising from their Wards	To agree proposed procedure	Decision	Andrew Hunkin

TOPICS IDENTIFIED FOR FUTURE MEETINGS

TOPIC	LEAD OFFICER	PROPOSED COMMITTEE DATE
Waste Transfer Station – Feasibility Study	Malcolm Firth	To be determined
e-Government Policy including CAST	To be confirmed	As and when required
Reps on outside bodies LGARC & SPARSE; EERA	Relevant Member	Timely/annual
Re-organisation of local government	Pat Rockall	To be determined
Future of Pin Mill	Ryan Jones	To be determined
Evaluation of Strategic Partnerships	Mike Hammond/Tim Mutum	1 May 2008
Emergency Planning progress report	Janice Rees	To be determined
Babergh Design Guide Supplementary Planning Document	Malcolm Firth	To be determined
Safeguarding Employment Land Supplementary Planning Document	Malcolm Firth	To be determined

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