

**BABERGH DISTRICT COUNCIL**

**FROM:** : Head of Legal and Administrative Services

**REPORT NUMBER** **E163**

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

**DATE OF MEETING** 4 October 2005

**WORK PLAN**

**DATE OF COMMITTEE – 29 NOVEMBER 2005**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
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
The Children Act	To consider the implications for Babergh	To be determined	Tim Mutum

**DATE OF COMMITTEE – 12 DECEMBER 2005**

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

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

**DATE OF COMMITTEE – 7 FEBRUARY 2006**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision or Recommendation to Strategy/Council</b>	<b>Lead Officer</b>
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
Progress Report on Quay Theatre	To receive update.	To be determined	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**

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

**OTHER TOPICS IDENTIFIED FOR FUTURE MEETINGS**

<b>Topic</b>	<b>Lead Officer</b>	<b>Proposed Committee Date</b>
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
Overview and Scrutiny – findings of Review group	Head of Legal and Administrative Services	To be determined.

**CONTACT:** Linda Pattle

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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 – 10<sup>th</sup> NOVEMBER 2005**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
Capital Programme 2005/06	To commit uncommitted schemes	Decision	Ryan Jones
Babergh NPDO for Leisure	To consider funding and buildings	Recommendation	Tim Mutum
Future use and occupation of East House	To consider outcome of review	Decision	Tim Mutum/Steve Ellwood

**DATE OF COMMITTEE – 12<sup>TH</sup> JANUARY 2006**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
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
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 – 9<sup>TH</sup> FEBRUARY 2006**

<b>Topic</b>	<b>Overview of Decision</b>	<b>Decision by Strategy or Recommendation to Council</b>	<b>Lead Officer</b>
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 – 9<sup>TH</sup> MARCH 2006**

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

**TOPICS IDENTIFIED FOR FUTURE MEETINGS**

<b>TOPIC</b>	<b>LEAD OFFICER</b>	<b>PROPOSED COMMITTEE DATE</b>
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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