

BABERGH DISTRICT COUNCIL

FROM: Director of Corporate Services

REPORT NUMBER: **J138**

TO: OVERVIEW AND SCRUTINY
(STEWARDSHIP) COMMITTEE

DATE OF MEETING: 17 November 2009

WORK PLAN FOR 2009/10

DATE OF COMMITTEE – 26 JANUARY 2010
JOINT MEETING WITH OVERVIEW AND SCRUTINY
(COMMUNITY SERVICES) COMMITTEE

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

DATE OF COMMITTEE – 26 JANUARY 2010

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
Performance Management Framework	To receive reports on finance and performance variances identified in Quarter 2	To be determined	Peter Quirk/ Barry Hunter
Performance Management – Target Setting 2010/11	To consider proposed approach	Decision	Peter Quirk
Risk Management Quarterly Monitoring Report	To provide an update on the management of significant business risks	Decision	Barry Hunter
Corporate Improvement Plan	To consider progress	Decision	Barry Hunter/ Andrew Hunkin
Service Standards	To monitor performance	Decision	Bob Southgate
Report from Programme Board	Overview of progress on current major projects and programmes	To be determined	Ryan Jones

DATE OF COMMITTEE – 23 MARCH 2010

Topic	Purpose	Decision or Recommendation to Strategy/Council	Lead Officer
Internal Audit Work Programme 2010/11	To consider proposed work programme	Decision	Barry Hunter
2010/11 Targets	To set PI targets	Recommendation to Strategy	Peter Quirk
O&S (S) Committee - Annual Report	To consider draft Annual Report for 2009/10	Recommendation to Council	Steve Ellwood/ Karen Sayer
Finance and Performance Management – Quarterly Monitoring Report	To receive Quarter 3 report on finance and performance monitoring	To be determined	Peter Quirk/ Barry Hunter
Procurement Strategy	To review progress	Decision	Ryan Jones

CONTACT: Karen Sayer
Democratic Services Officer

EMAIL: karen.sayer@babergh.gov.uk

K:\DOCS\Committee\REPORTS\Overview&Scrutiny\Stewardship\2009\171109-WorkPlan.doc

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

DATE OF COMMITTEE – 14 JANUARY 2010

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer	O&S Committee
Capital Programme 2009/10	To commit uncommitted schemes	Decision	Ryan Jones	S
Draft Budget proposals 2010/11	To approve the draft General Fund and HRA budgets and Council Tax	Decision	Barry Hunter	S and CS
Significant Business Risks Refresh	To consider the latest risks facing the Council	Recommendation to Council	Barry Hunter	S
Draft Strategic Plan/One Year Delivery Plan	To consider any amendments to the Strategic Plan Progress on the 2009/10 One Year Delivery Plan and the 2010/11 Delivery Plan	Decision	Andrew Hunkin/ Mike Hammond	S and CS
Rate relief 2010 Revaluation	To consider any amendments to discretionary rate relief policy in the light of 2010 revaluation	Decision	Bob Southgate	S
The Housing Panel's Housing Review	To consider revisions to Babergh's Housing and Homelessness Strategies, including the Stock Options Appraisal issue and revisiting the 'Babergh Standard'	Decision	Chris Foti	CS
Dedham Vale AONB and Stour Valley Management Strategy	To seek adoption of the Management Plan	Decision	Peter Berry	CS
Conservation Area Appraisals: Higham and Lavenham	To approve and adopt CAA	Decision	Patrick Taylor	CS
Essex Shoreline Plan Consultation	To agree a response	Decision	Ryan Jones	CS
LGR – if required	Any necessary decisions/recommendations	To be determined	Pat Rockall	S and CS
Review of Capital Programme and Corporate Projects	Once Secretary of State has made a decision on LGR	Decision	Mike Hammond	S
Suffolk Coast and Heaths AONB Partnership	To endorse the Memorandum of Understanding	Decision	Ryan Jones	CS

DATE OF COMMITTEE – 11 FEBRUARY 2010

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer	O&S Committee
Capital Programme 2009/10	To commit uncommitted schemes	Decision	Ryan Jones	S
Final Strategic Plan/One Year Delivery Plan	To approve any changes to the Strategic Plan and the One Year Delivery Plan for 2010/11	Recommendation	Andrew Hunkin/ Mike Hammond	S and CS
Final Budget proposals 2010/11	To approve final proposals, including the Treasury Management Strategy	Recommendation	Barry Hunter	S and CS
LDF – Sudbury Town Centre/Bus Station Site	To agree/adopt Final SPD	Decision	Rich Cooke	CS
Inter-Authority Agreement – Suffolk Waste Partnership	To seek approval for the Council to enter into an agreement with all Suffolk Councils to formalise the existing Suffolk Waste Partnership	Decision	Malcolm Firth	CS
LGR – if required	Any necessary decisions/recommendations	To be determined	Pat Rockall	S and CS
National Grid – Bramford to Twinstead	Response to consultation	Decision	Nick Ward	CS

DATE OF COMMITTEE – 8 APRIL 2010

Topic	Purpose	Decision by Strategy or Recommendation to Council	Lead Officer	O&S Committee
Capital Programme 2010/11	To commit uncommitted schemes	Decision	Ryan Jones	S
2010/11 Performance Targets	To approve the targets for 2010/11	Decision	Peter Quirk	S and CS
Conservation Area Appraisal: Kersey	To approve and adopt CAA	Decision	Patrick Taylor	CS
LGR – if required	Any necessary decisions/recommendations	To be determined	Pat Rockall	S and CS

CONTACT: Karen Sayer
Democratic Services Officer

EMAIL: karen.sayer@babbergh.gov.uk