



Andrew Hunkin
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TO: THE CHAIRMAN AND MEMBERS OF
BABERGH DISTRICT COUNCIL

19 September 2013

PLEASE NOTE TIME OF MEETING AND CHANGE FROM USUAL DAY

Dear Sir/Madam

A Meeting of the Babergh District Council will be held in the Council Chamber, Council Offices, Corks Lane, Hadleigh on **Friday 27 September at 9.30 a.m.**

For those wishing to attend, prayers will be said at 9.25 a.m. prior to the commencement of the Council meeting.

Yours faithfully

Andrew Hunkin
Strategic Director (Corporate)

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Strategic Director (Corporate): Andrew Hunkin
Head of Corporate Organisation: Peter Quirk, **Head of Corporate Resources:** Katherine Steel
Chief Finance Officers (S151): Katherine Steel (Mid Suffolk), Barry Hunter (Babergh), **Monitoring Officer:** Kathryn Saward

PART I**1** MINUTES

To confirm and sign the Minutes of the meeting held on [23 July 2013](#) as a correct record, subject to the following amendments being made:-

- The name of Mr R E Kemp to be added to the list of attendees
- The name of Mr N MacMaster to be added to the list of those unable to be present.

2 DECLARATION OF INTERESTS

Members to declare any interests as appropriate in respect of items to be considered at this meeting.

3 APOLOGIES FOR ABSENCE

To receive apologies for absence.

4 CHAIRMAN'S ANNOUNCEMENTS

[Paper
N60](#)

In addition to any announcements made at the meeting, please see Paper [N60](#) attached, detailing events attended by the Chairman and Vice-Chairman.

5 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH COUNCIL PROCEDURE RULE NO. 13

In accordance with Council Procedure Rule No. 13, the Chief Executive will report the receipt of any petitions. There can be no debate or comment upon these matters at the Council meeting.

6 RECOMMENDATIONS AND REPORTS FROM COMMITTEES

(a) Joint Annual Treasury Management Report 2012/13 (Joint Audit and Standards Committee – 2 September 2013)

[Paper
JAC9](#)

At its meeting on 2 September, the Joint Audit and Standards Committee considered the Joint Annual Treasury Management Report 2012/13.

The Committee requested some minor amendments and additional wording, including a glossary of the acronyms used, and agreed that the Head of Corporate Resources in consultation with the Chairmen of the Committee, Councillors Mrs E B Gibson-Harries and D M Busby, be authorised to approve the final report for recommendation to Council. These amendments have been made and incorporated in the revised Appendix B and new Appendix E attached to the report.

RECOMMENDED

That the Joint Annual Treasury Management Report 2012/13 as set out in [Paper JAC9](#) together with Appendices including the revised Appendix B and additional Appendix E be noted.

Note: It is a requirement of the legislation that the Annual Treasury Management Report is submitted to the Full Council for noting.

- (b) Scrap Metal Dealers Act 2013 (Regulatory Committee – 13 September 2013)

[Paper N55](#)

At its meeting on 13 September the Regulatory Committee considered a report ([Paper N55](#)) introducing the provisions of the Scrap Metal Dealers Act 2013.

RECOMMENDED TO COUNCIL

- (1) **That the discharge of all functions under the provisions of the Scrap Metal Dealers Act 2013 be delegated to the Head of Environment, with hearings of individual cases where the Head of Environment is not minded to grant a licence to be discharged by the Licensing and Appeals Committee acting as a Sub-Committee of the Council's Regulatory Committee.**
- (2) **That Part 3 of the Constitution be updated accordingly and that the Council's Monitoring Officer be authorised to make the necessary amendments to the Council's written Constitution to give effect to these changes.**
- (c) Statement of Accounts (Babergh Audit Committee – 24 September 2013)

[Paper N59](#)

The Audit Committee will consider [Paper N59](#) and review the Statement of Accounts at its meeting on 24 September 2013. The Committee will be asked to make a recommendation of approval to Council, and Members will be updated on the result of the Committee's deliberations.

The intention is that in future, the terms of reference of the Audit Committee will include provision for it to approve the Accounts but in the meantime, this function remains reserved to Council.

Members are therefore asked to accept the recommendation of the Audit Committee and to approve the Statement of Accounts and the Auditor's report (appended to Paper N59) subject to any amendments made as a result of the Committee's consideration.

7 NOTICE OF MOTION

Ms J A Jenkins has given notice under Council Procedure Rule No. 16.1 of her intention to move the under-mentioned Motion at the meeting:-

‘This Council notes the Government’s recent announcement of its proposals for the upgrade of the A14 Trunk Road between Cambridge and Huntingdon. Whilst this Council recognises and accepts that there is a need to upgrade this important transport route, this Council is opposed to any form of tolling because of the impact of such a toll charge on the economy and communities of this District and the County of Suffolk.’

A Notice of Motion in the same terms will be considered by Mid Suffolk District Council at its meeting on 26 September 2013.

8 TERMS OF REFERENCE (ToR) OF JOINT COMMITTEESRevisions to Terms of Reference of Babergh and Mid Suffolk Joint Audit and Standards Committee

[Paper N62](#)

The Head of Corporate Organisation to report that at its meeting on 1 July 2013, the Joint Audit and Standards Committee considered the ToR for the Committee as adopted at each Full Council in April 2013.

The Committee noted that certain corrections were needed – e.g. the grant of exemptions for politically restricted posts is now a Chief Executive function under the Localism Act and different provision is required for the audit function. It also noted that the ToR could be simplified, which would provide greater consistency with the approach taken for the Joint Scrutiny Committee.

The members of the Joint Constitutional Review Working Group were subsequently asked for their comments on the revised terms as recommended to both Councils by the Joint Committee, and further minor corrections have been made to reflect Members’ comments.

The Council is therefore recommended to approve the revised Terms of Reference for the Joint Audit and Standards Committee as set out in [Paper N62](#) attached.

The Terms of Reference previously agreed by both Councils are attached to the report as Appendix A, for comparison.

Terms of Reference of Babergh and Mid Suffolk Joint Scrutiny Committee

No changes are proposed to the ToR, which remain as agreed by both Councils in April 2013.

ITEM	BUSINESS
9	<p><u>QUESTIONS FROM THE PUBLIC</u></p> <p>The Chairmen of Committees to answer any questions from the public of which notice has been given no later than midday two working days before the day of the meeting in accordance with Council Procedure Rule No. 14.</p>
10	<p><u>QUESTIONS FROM MEMBERS</u></p> <p>The Chairman of the Council and the Chairmen of Committees and Sub-Committees to answer any questions on any matters in relation to which the Council has powers or duties or which affect the District and which fall within the terms of reference of that Committee or Sub-Committee of which due notice has been given in accordance with Council Procedure Rule No. 15.4 (a) and (b).</p>
11	<p><u>LEAD MEMBER ROLE</u></p> <p>Report by the Head of Corporate Organisation attached.</p>
<p><u>Paper N61</u></p>	<p><u>MEMBERSHIP OF JOINT SCRUTINY COMMITTEE</u></p> <p>The Head of Corporate Organisation to report that the Conservative Group has notified its intention to make a change to its members on the Joint Scrutiny Committee.</p> <p>The Council is therefore asked to agree that Mark Newman replaces John Sayers on the Joint Scrutiny Committee with immediate effect, for the remainder of the current municipal year.</p>

For further information on any of the Part 1 items listed above, please contact Linda Sheppard on 01473 826610 or via email at committee.services@babergh.gov.uk