



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

VENUE: **Council Chamber, Council
Offices, Corks Lane, Hadleigh**

DATE/TIME: **Tuesday 19 March 2013 at
9.00 a.m.**

Members

Mr P D Burgoyne
Mr D M Busby
Mr J R B Cave

Mr D G Grutchfield
Mr R E Kemp
Miss D L Kendall

Mr J M Nunn
Mr B Riley
Mr C A Roberts

PLEASE NOTE COMMENCEMENT TIME OF MEETING

AGENDA

ITEM

BUSINESS

PART I

1 **SUBSTITUTES AND APOLOGIES**

Any Member attending as an approved substitute to report giving his/her name and the name of the Member being substituted.

To receive apologies for absence.

2 **DECLARATION OF INTERESTS**

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

3 **MINUTES**

To confirm and sign the Minutes of the meeting held on [22 January 2013](#) as a correct record.

4 **PETITIONS**

The Head of Corporate Organisation to report, in accordance with Council Procedure Rule No. 13, the receipt of any petitions submitted to the Chief Executive.

5 **QUESTIONS FROM MEMBERS**

The Chairman to answer any questions on any matters in relation to which the Council has powers or duties which affect the District and which fall within the terms of reference of the Committee of which due notice has been given in accordance with Council Procedure Rule No. 15.4 – (a) and (b).

ITEM	BUSINESS
6	<u>EXTERNAL AUDIT REPORTS</u>
Paper M171	<p>a) <u>Planning Letter 2012/13</u></p> <p>The Head of Corporate Resources to report that, in relation to the planning letter, there is a reduction in audit fees of £42,788 (40%).</p>
Paper M172	<p>b) <u>Grant Claims and Returns Certification for Year ending 31 March 2012</u></p> <p>The Head of Corporate Resources will update Members on the latest position in relation to the grant claims and returns certification report.</p> <p>Richard Bint and Zoe Thompson from the External Auditors (PKF) will be present at the meeting.</p>
7	<u>MANAGING THE RISK OF FRAUD AND CORRUPTION – ANNUAL REPORT FOR 2012/13</u>
Paper M173	<p>Report by the Head of Corporate Organisation attached.</p> <p>David Whitmore, Counter Fraud Manager from Ipswich Borough Council will be present at the meeting.</p>
8	<u>AUDIT SERVICES’ CHARTER AND STRATEGY 2013/14</u>
Paper M174	<p>Report by the Head of Corporate Organisation attached.</p>
9	<u>JOINT INTERNAL AUDIT PLAN 2013/14</u>
Paper M175	<p>Report by the Head of Corporate Organisation attached.</p>
10	<u>BUDGET MONITORING REPORT – QUARTER THREE 2012/13</u>
Paper M176	<p>Report by the Head of Corporate Resources attached.</p>
11	<u>COMMISSIONING</u>
Paper M177	<p>Report by the Head of Corporate Resources attached.</p>
12	<u>RECOMMENDATIONS FOR CONSTITUTIONAL CHANGE</u>
Paper M178	<p>Report by the Interim Governance Executive attached.</p>
Addendum to M178	

ITEM

BUSINESS

13 OVERVIEW AND SCRUTINY (STEWARDSHIP) COMMITTEE – ANNUAL REPORT

[Paper M179](#)

Report by the Head of Corporate Organisation attached.

For further information on any of the Part 1 items listed above, please contact Karen Sayer on (01473) 826652 or via email at committee.services@babergh.gov.uk

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