

MINUTES OF A MEETING OF THE OVERVIEW AND SCRUTINY
(STEWARDSHIP) COMMITTEE HELD IN THE COUNCIL CHAMBER, COUNCIL
OFFICES, CORKS LANE, HADLEIGH ON THURSDAY, 22 SEPTEMBER 2011

PRESENT: Mr D M Busby – Chairman

Dr M F M Bamford	Mr R E Kemp
Mr S R Barrett	Mr J M Nunn
Mr P Burgoyne	Mr B Riley
Mr J R B Cave	Mr C A Roberts

Mr D G Grutchfield and Miss D L Kendall were unable to be present.

21 SUBSTITUTES

It was noted that in accordance with Council Procedure Rule No 5, substitutes were in attendance as follows:-

Dr M F M Bamford (substituting for Mr D G Grutchfield)
Mr P Burgoyne (substituting for Miss D L Kendall)

22 DECLARATION OF INTERESTS

None declared.

23 MINUTES

RESOLVED

That the Minutes of the meeting held on [12 July 2011](#) be confirmed and signed as a correct record.

24 PETITIONS

None received.

25 QUESTIONS FROM MEMBERS

None received.

26 STATEMENT OF ACCOUNTS 2010/11 AND AUDITOR'S ANNUAL GOVERNANCE REPORT

The Director of Finance submitted a report ([Paper L69](#)) relating to the external auditor's Annual Governance Report and advising Members on the position on the Statement of Accounts for 2010/11.

It was noted that the final audited Statement of Accounts will be presented to Council on 27 September 2011 for approval.

Mr Richard Bint and Ms Zoe Thompson from the external auditors (PKF) were in attendance at the meeting to present the Annual Governance Report, which was attached as Appendix A to Paper L69 and to answer questions from Members. They also circulated at the meeting a revised Appendix B to their report.

RESOLVED

- (1) That the contents of the external auditor's Annual Governance Report contained in Appendix A to Paper L69, including revised Appendix B be noted.**
- (2) That the main changes since the draft accounts were completed in June, as set out in Appendix B to Paper L69 and the revised core financial statements that have been produced following the completion of the audit, as set out in Appendix C to Paper L69 be noted.**

27 ANNUAL TREASURY MANAGEMENT REPORT

The Director of Finance submitted a report ([Paper L70](#)) providing the Committee with a comprehensive assessment of Treasury Management activities for the year.

Sue Smith, Acting Corporate Finance Manager presented the report and together with the Director of Finance answered Members' questions on it.

RECOMMENDED TO COUNCIL

That the Treasury Management activity for the year 2010/11, as detailed in Paper L70 be noted. Further that it be noted that performance was in line with the Prudential Indicators for 2010/11.

28 FINANCE, RISK AND PERFORMANCE MANAGEMENT – QUARTERLY MONITORING REPORT

The Director of Corporate Services and the Director of Finance submitted a report ([Paper L71](#)) providing the Committee with an exception-based strategic assessment of the Council's achievements for the first quarter of 2011/12 across a range of areas including finance, risk management and various aspects of performance linked to the 2011/12 Delivery Plan.

Jonathan Seed, Senior Policy and Performance Officer outlined the key information and performance analysis detailed in paragraph 8 and Appendix A of Paper L71 and together with the Director of Finance answered various questions from Members.

During consideration of this matter the following were among the points discussed:-

- Contaminated land – information requested on the amount of contaminated sites in the Babergh area

- Planning appeals allowed against the authority's decision to refuse a planning application – refer this issue and associated performance concerns to Development Committee
- Average time to re-let local authority housing – refer the issue of voids management to the Housing Panel

John Snell, Audit Manager outlined the key messages and issues identified since the last risk review in respect of significant business risks and provided an update on BMI risk management, detailed in Appendices B and C of Paper L71 and answered questions from Members.

Sue Smith, Acting Corporate Finance Manager outlined the financial information, capital programme information and treasury management performance, detailed in Appendices D, E and F of Paper L71 and answered questions from Members.

RESOLVED

- (1) That the key points relating to performance exceptions against targets/ milestones for the 2011/12 Delivery Plan actions, strategic performance indicators and service standards be noted.**
- (2) That the position on managing the Council's significant business risks and the latest position on Management Action Plans as referred to in paragraph 8.13 and summarised in Appendix B to Paper L71 be noted.**

29 ANNUAL MONITORING OF FORMAL COMPLAINTS 2010/11

The Director of Corporate Services submitted a report ([Paper L72](#)) providing the Committee with information on all formal complaints made to the Council in 2010/11, including those referred to the Local Government Ombudsman.

RESOLVED

That the contents of Paper L72 be noted.

30 WORK PLAN

The Director of Corporate Services submitted a report ([Paper L73](#)) which provided details of the Committee's anticipated work for 2011/12.

RESOLVED

That the Work Plan submitted as Paper L73 be noted.

The business of the meeting was concluded at 11.25 a.m.