

MINUTES OF A MEETING OF THE OVERVIEW AND SCRUTINY  
(STEWARDSHIP) COMMITTEE HELD IN THE COUNCIL CHAMBER, COUNCIL  
OFFICES, CORKS LANE, HADLEIGH ON TUESDAY, 20 MARCH 2012

PRESENT: Mr D M Busby – Chairman

Mr S R Barrett	Mr R E Kemp
Mr J R B Cave	Miss D L Kendall
Mr D G Grutchfield	Mr B Riley

Mr J M Nunn and Mr C A Roberts were unable to be present.

51 DECLARATION OF INTERESTS

Mr B Riley declared a personal interest in Minute No. 57 below by virtue of being the Council's representative on the South Suffolk Leisure Trust Board but indicated that he was able to speak and vote on the matter concerned.

52 MINUTES

**RESOLVED**

**That the Minutes of the meeting held on [24 January 2012](#) be confirmed and signed as a correct record.**

53 PETITIONS

None received.

54 QUESTIONS FROM MEMBERS

None received.

55 JOINT INTERNAL AUDIT PLAN 2012/13 BETWEEN BABERGH AND MID  
SUFFOLK DISTRICT COUNCILS

The Head of Corporate Organisation submitted a report ([Paper L166](#)) outlining details of the proposed joint Internal Audit Plan for the next financial year.

During the course of the discussion various issues were raised in relation to the previous and current staffing arrangements at Babergh and Mid Suffolk and the levels of staff resources required to fulfil the plan. Going forward, officers indicated that this would partly depend on the staff integration outcomes at Tier 4 and below. It was also noted that risk and internal control arrangements would be key during the change programme that both Councils are facing.

**RESOLVED**

**That the joint Internal Audit Plan for 2012/13 between Babergh and Mid Suffolk District Councils, as detailed in Appendix A to Paper L166, be approved.**

56 FINANCE, RISK AND PERFORMANCE MANAGEMENT – QUARTER 3  
MONITORING REPORT

The Strategic Director (Corporate) and the Director of Finance submitted a report ([Paper L167](#)) providing the Committee with an exception-based strategic assessment of the Council's achievements for the third quarter of 2011/12 across a range of areas including finance, risk management and various aspects of performance linked to the Delivery Plan.

The Head of Corporate Organisation presented the report and together with the Director of Finance answered various questions from Members.

During consideration of this item a lengthy discussion ensued and a number of performance and finance issues were raised by Members including the following:-

- Planning appeals (BV 204) and performance (NI 157a/b/c) – provide additional information in Q4 report on how many applications are processed beyond the target timescales and how many appeals relate to delegated and Committee decisions respectively. It was noted that Development Committee receives a detailed report on planning performance every quarter.
- Homelessness (Action H31) – refer to Housing Panel for further review and analysis of the issue
- Trade Waste (Action G14) – provide additional information in Q4 report on what the barriers to improving trade waste performance are and what is being done to improve take-up of the service
- Street Cleanliness (Action G23) – provide further information on what SERCO is doing to improve performance
- Hamilton Road, Sudbury (Action E19) – is compulsory purchase an option?
- East House sale – provide further details in Q4 report on current position
- HRA capital underspend – provide further details in Q4 report
- Future scrutiny of capital and revenue budgets – ensure relevant information provided to Members
- Housing repairs contract – pick up in report to the Committee on HRA Finances

**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 BMI risks as referred to in paragraphs 8.14 to 8.16 and summarised in Appendices B and C to Paper L167 be noted.**
- (3) That the position on the Council's progress against budget and the Treasury matters detailed in Appendices D, E and F to Paper L167 be noted.**

57 OVERVIEW AND SCRUTINY (STEWARDSHIP) COMMITTEE – ANNUAL REPORT

The Head of Corporate Organisation submitted a report ([Paper L168](#)) advising that in accordance with the Constitution, the Committee must report annually to Council on its work during the last year and make recommendations for future work programmes and if appropriate, amended working methods.

The draft Work Plan for 2012/13 attached as Appendix 1 to Paper L168 was approved, subject to the following amendments:-

- A report on HRA finances, budgets and costs to be submitted to the July 2012 meeting
- A report on Procurement to be submitted to the September 2012 meeting including progress on savings and future opportunities
- Budget scrutiny to be added to the January 2013 meeting
- A report on the Integration process/costs to be submitted to the January 2013 meeting (subject to this date fitting with the Joint Scrutiny Committee timetable)

**RESOLVED**

**That the Head of Corporate Organisation, in consultation with the Committee Chairman, complete the Committee's Annual Report for submission to the next meeting of the Council based upon Paper L168 and the Committee's views.**

Note: The meeting adjourned between 11.15 a.m. and 11.30 a.m. for refreshments.

The business of the meeting was concluded at 11.50 a.m.