

MINUTES OF A MEETING OF THE OVERVIEW AND SCRUTINY  
(STEWARDSHIP) COMMITTEE HELD IN THE COUNCIL CHAMBER, COUNCIL  
OFFICES, CORKS LANE, HADLEIGH ON TUESDAY, 22 JANUARY 2013

PRESENT: Mr D M Busby – Chairman

Mrs J Antill	Miss D L Kendall
Mr P D Burgoyne	Mr B Riley
Mr D G Grutchfield	Mr C A Roberts
Mr R E Kemp	

Mr J R B Cave and Mr J M Nunn were unable to be present.

39 SUBSTITUTES

It was noted that in accordance with Council Procedure Rule No. 5, a substitute was in attendance as follows:-

Mrs J Antill (substituting for Mr J R B Cave).

40 ELECTION OF VICE-CHAIRMAN

**RESOLVED**

**That Mr P D Burgoyne be elected Vice-Chairman of the Committee for the remainder of the ensuing year.**

41 MINUTES

**RESOLVED**

**That the Minutes of the meeting held on [13 November 2012](#) be confirmed and signed as a correct record.**

42 PETITIONS

None received.

43 QUESTIONS FROM MEMBERS

None received.

44 FINANCIAL OUTLOOK AND 2013/14 DRAFT BUDGET

The Head of Corporate Resources submitted a report from the SFP Task Group ([Paper M127](#)) which was considered by Strategy Committee on 17 January 2013. A briefing note on Paper M127 from the Chairman of Strategy Committee and SFP Task Group was provided by the Corporate Manager – Financial Services at the meeting.

Members then scrutinised the contents of Paper M127 and it was noted that the views of both Overview and Scrutiny Committees would be reported to Strategy Committee at its meeting on 14 February 2013.

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

- Office space utilisation – it was noted that the Corporate Manager – Asset Utilisation is currently looking at this issue and will be reporting to Management Board in the next month.
- Why is Babergh in more debt than other Suffolk LA's particularly considering the amount of staff redundancies?
- ICT capital costs related to working with Mid Suffolk – need to look holistically at how this money is spent and how we prepare for what follows at the end of the CSD contract.
- Section 151 Officers – whether the need for two still existed.
- Pension Fund – contributions should not increase.
- New Homes Bonus – essential this money is put to good use; need to be more specific about how we intend to support growth and help small businesses – it was noted that the allocation of NHB to specific priorities and projects will take place in the first half of 2013.
- Car Parking – a variety of comments including consider making all car parks paying including staff.
- Kingfisher Leisure Centre maintenance costs.
- Whether there was a provision for legal costs incurred as a result of appeals following poor planning decisions.
- Level and list of reserves that the Council currently holds. Scope to create a Council Tax increase reserve.
- Fundamental review of community grants needed.
- Capital programme – need to spend on waste transfer station, housing and community grants.

## **RESOLVED**

**That the information and recommendations contained in paper M127 be noted.**

### 45 DRAFT TREASURY MANAGEMENT STRATEGY 2013/14

The Head of Corporate Resources submitted a report ([Paper M138](#)) outlining the proposed Treasury Management Strategy for 2013/14, setting out the Annual Investment Strategy for managing surplus funds and the borrowing strategy in accordance with the CIPFA Treasury Management Code of Practice in the Public Services (2011 edition).

In presenting the report the Corporate Manager – Financial Services advised the Committee that Santander UK Plc do now meet the necessary criteria, as detailed in Appendix E of Paper M138, and asked Members to consider whether to include them on the counterparty list.

He also asked Members to consider whether they would like to receive training from Arlingclose Ltd, the Council's Treasury Advisors.

During consideration of this matter Members agreed the following:-

- Re-affirmed their decision not to include Santander UK Plc on the counterparty list.
- Information contained in the table in Appendix E to Paper M138 to be updated to remove sovereign ratings and include ratings for individual institutions.
- Member training would be useful and this could be combined with Mid Suffolk.
- Other minor points of clarification in the report.

#### **RECOMMENDED TO STRATEGY COMMITTEE AND COUNCIL**

- (1) That the key factors and information affecting treasury management activities set out in Appendix A to Paper M138 be noted.**
- (2) That the following be approved:**
  - (a) The Treasury Management Policy Statement and the Policy for Managing the HRA Debt set out in Appendix B to Paper M138.**
  - (b) The Draft Treasury Management Strategy for 2013/14, including the Annual Investment Strategy, as set out in Appendix C to Paper M138.**
  - (c) The Draft Prudential Indicators and Limits for 2012/13 (revised) to 2015/16 set out in Appendix D to Paper M138.**
- (3) That the current position regarding Santander UK Plc not being included on the counterparty list be confirmed.**

#### 46 SIGNIFICANT BUSINESS RISKS POSITION STATEMENT

The Head of Corporate Organisation submitted a report ([Paper M140](#)) detailing key progress/movement of Babergh's Significant Business Risks and those shared with Mid Suffolk for the period up to 12 December 2012.

During the course of the discussion Members expressed concern regarding the time taken to process Housing Benefit applications since the implementation of the Shared Revenues Partnership (SRP), however it was noted that the risk identified in Paper M140 was regarding the implementation only. It was agreed that a different risk on SRP's performance should be included on the risk register.

Members also requested that the Integrated Business Risk Register be included as an appendix to future reports.

#### **RESOLVED**

**That the contents of the Integrated Significant Business Risk Register and actions being taken relating to Babergh specific and shared risks with Mid Suffolk be noted.**

47 PERFORMANCE MONITORING REPORT QUARTER TWO 2012/13 –  
BALANCED SCORECARD AS AT 30 SEPTEMBER 2012

The Head of Corporate Organisation submitted a report ([Paper M141](#)) on Council performance for the second quarter of 2012/13 using the approach approved, identifying key achievements and areas where further improvement is required as at 30 September 2012.

During consideration of this matter the following were among the issues raised:-

- Babergh and Mid Suffolk Integration process very slow/pedestrian.
- 99.10% of calls resolved at first point of contact by the customer services team – officers to check that this is correct.
- SRP Indicators – Members were concerned about this area of poor performance and requested that the time taken to process New Claims be also monitored.
- Time taken to determine planning applications – concern expressed at potential loss of employment due to businesses moving out of the area.
- Request Housing Panel to produce a report identifying pockets of land in the Babergh area available for development.

**RESOLVED**

**That the key points relating to operational performance and transformation and integration be noted.**

48 WORK PLAN

The Head of Corporate Organisation submitted a report ([Paper M142](#)) providing details of the Committee's anticipated work for the remainder of the year.

**RESOLVED**

**That the Work Plan submitted as Paper M142 be noted.**

The business of the meeting was concluded at 1.00pm.

.....  
Chairman