

## **BABERGH DISTRICT COUNCIL**

Minutes of the meeting of the **BABERGH CABINET** held in the King Edmund Chamber - Endeavour House, 8 Russell Road, Ipswich on Thursday, 13 June 2019

### **PRESENT:**

Councillor: John Ward (Chair)  
Jan Osborne (Vice-Chair)

Councillors: Jan Osborne  
Clive Arthey  
Elisabeth Malvisi

Derek Davis  
David Busby  
Lee Parker

### **In attendance:**

Councillor(s): Alastair McCraw

Officers: Chief Executive (AC)  
Assistant Director – Corporate Resources (KS)  
Assistant Director – Housing (GF)  
Assistant Director – Customer Services (SW)  
Corporate Manager – Finance (ME)  
Corporate Manager – Business Improvement (KC)  
Deputy Monitoring Officer and Corporate Manager – Internal Audit (JS)  
Professional Lead – HRA Accountant (TA)  
Internal Audit and Risk Management Officer (CC)  
Governance Support Officer (CP)

### **144 APOLOGIES FOR ABSENCE**

Apologies had been received from Councillor Michael Holt.

### **145 DECLARATION OF INTERESTS BY COUNCILLORS**

There were no declarations of interest.

### **146 BCA/19/1 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 7 MARCH 2019**

**It was RESOLVED:-**

**That subject to some typographical amendments the minutes of the meeting held on 07 March 2019 be approved as a true record.**

### **147 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH THE COUNCIL'S PETITION SCHEME**

None received.

## **148 QUESTIONS BY COUNCILLORS**

There were no questions received from Councillors.

## **149 MATTERS REFERRED BY THE OVERVIEW AND SCRUTINY OR JOINT AUDIT AND STANDARDS COMMITTEES**

There were no matters referred.

## **150 BCA/19/2 GENERAL FUND FINANCIAL OUTTURN 2018/19**

The report was introduced by the Cabinet Member for Finance who provided Members with detailed of the variances, and explained the reasons for the recommendations in the report. Councillor Ward then moved the recommendations in the report which were seconded by Councillor Jan Osborne.

Councillor Busby raised several questions regarding the presentation of the report and stated that the tables and layout were difficult to follow. Councillor Ward confirmed that future reports would be presented in a different format.

Councillor Busby then queried the figure relating to Land Assembly detailed in paragraph 5.16 of the report. The Assistant Director for Corporate Resources confirmed that this money sat under the Assistant Director for Assets and Investments.

Councillor Arthey enquired whether the unused money available for grants was due to Babergh being unsuccessful at attracting bids for grants. The Chief Executive advised that this money may have already been allocated however not yet spent and so would not show as spent in the figures.

Councillor Arthey went on to ask if there is any reason why community grants were no longer being taken up. Councillor Davis confirmed that work was currently being undertaken to look at ways at improving access to the grants.

Councillor Osborne commended the Shared Revenue and Benefits team for their continued hard work and performance.

By a unanimous vote

**It was RESOLVED:-**

**1.1 That the 2018/19 financial outturn as set out in the report be noted.**

**1.2 That, the following net transfers of £2.281m be noted;**

- a) Transfer to reserves of £143k being the net amount, for the following specific earmarked reserves, referred to in section 5.7 and Appendix C of the report;**
- b) Of the remaining balance of the General Fund surplus £1.846m be transferred to the Business Rates Equalisation reserve and £293k to**

the Transformation Fund, as referred to in section 2.1 (c) of the report.

**1.3 That the General Fund carry-forward requests totalling £75k referred to in paragraph 5.8 of the report be approved.**

**1.4 That the total Capital carry-forward requests referred to in paragraphs 5.16 of the report totalling £7.850m be approved.**

**Reason for Decision:** To ensure that Members are kept informed of the outturn position for both General Fund Revenue and Capital and to approve the carry forward requests.

## **151 BCA/19/3 HOUSING REVENUE ACCOUNT FINANCIAL OUTTURN 2018/19**

The Cabinet Member for Housing introduced report number BCa/19/3 and moved the recommendations which were seconded by Councillor Davis.

Councillor Arthey commented on the reduction in bad debt provision detailed in page 53 of the report. Councillor Osborne advised that this had been down to the proactive working of the team and commended the work they have carried out.

The Assistant Director for Housing responded to questions raised by Councillor Busby regarding the Repairs and Maintenance and Property Services budget overspend and advised that an internal audit of the business plan had been undertaken and the business plan had been revised.

By a unanimous vote

**It was RESOLVED:-**

**1.1 That the 2018/19 financial outturn as set out in the report be noted.**

**1.2 That the transfer of £491k, being the HRA surplus for the year (£247k more than planned) per paragraph 5.5 of the report, to the Strategic Priorities Reserves be noted.**

**1.3 That the HRA Capital carry-forward requests referred to in paragraph 5.14 of the report totalling £6.169m be approved.**

**Reason for Decision:** To ensure that Members are kept informed of the outturn position for both Housing Revenue and Capital and to approve the carry forward requests.

## **152 BCA/19/4 QUARTER 4 PERFORMANCE OUTCOME REPORTING**

The Cabinet Member for Customers, Digital Transformation and Improvement introduced the report which was the final report for 2019/20 financial year. Councillor Parker acknowledged that the Councillor Davis had been the portfolio holder for this financial year and thanked him for his work. Councillor Parker advised members that benchmarking data would be introduced where possible in the coming year.

The recommendations in the report were moved by Councillor Parker and seconded by Councillor Davis.

Councillor Ward advised that the Cabinet Members referred to in the Appendices of the report required updating.

Councillor Busby commented on the length and presentation of the report and queried the purpose of the report. Councillor Ward stated that the reports provided information and highlighted trends. Councillor Parker confirmed that there were some areas of the report which require review. It was agreed that future reports would not be printed on A3 size paper.

The Chief Executive advised members that the reports could be changed by Cabinet Members if required however the information contained in the reports was for all Councillors and members of the public. He then confirmed that Councillors were able to opt out of paper copies of reports.

Councillor Ward requested that a mid-year update be provided for the performance measures SP01 and SP02 as detailed on page 82 of the report.

Councillor McCraw commented that the reports provide invaluable information to the Overview and Scrutiny Committee and urged caution in making amendments to the reports.

By a vote of 6 to 1

**It was RESOLVED:-**

**That the performance report and the performance outcome information tabled at Appendices A to H of the report be agreed as reflecting Mid Suffolk District Council's performance for January – March 2019.**

**Reason for Decision:** To provide assurance that the Council is meeting its performance objectives.

**153 BCA/19/5 REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) - USE OF LEGISLATION AND UPDATED POLICY**

The Cabinet Member for Customer, Digital Transformation and Improvement advised Members that the purpose of this report was to inform Members about issues relevant to the use of the Regulation of Investigatory Powers Act 2000 (RIPA) and detailed the relevant changes.

Councillor Parker moved the recommendations in the report which were seconded by Councillor Osborne.

By a unanimous vote

**It was RESOLVED:-**

**The refreshed Joint RIPA Policy and the changes in respect of officer roles be approved and the change in the judicial oversight in the United Kingdom noted.**

**Reason for Decision:** The Protection of Freedoms Act requires members to be advised about the use of powers under RIPA and to note the Councils' policy for the use of surveillance.

**154 BCA/19/6 END OF YEAR RISK POSITION STATEMENT AND PROGRESS REPORT AND REVISIONS TO RISK MANAGEMENT STRATEGY**

Report BCA/19/6 was introduced by the Cabinet Member for Customers, Digital Transformation and Improvement. Councillor Parker provided an overview to Members of the Risk Management process, explaining that the Councils' risk register was reviewed quarterly by the Senior Leadership Team. The register is reported to Cabinet half yearly for approval.

The recommendations were moved by Councillor Parker and seconded by Councillor Davis.

The Corporate Manager for Internal Audit provided an explanation of the target scores and how these worked.

By a vote of 6 to 1

**It was RESOLVED:-**

**That the contents of the report, supported by Appendix A, B and C, be approved.**

**Reason for Decision:** To provide assurances that the risk management processes in place are robust and effective.

**155 FORTHCOMING DECISIONS LIST**

The Forthcoming Decisions List was noted. Confirmation was provided by the Chief Executive that papers for the Joint Local Plan would be sent to Members on Friday of this week. It was agreed that paper copies of the Forthcoming Decisions List would not be provided at future meetings.

The business of the meeting was concluded at 11:00am.

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Chair (& date)