

## **BABERGH AND MID SUFFOLK DISTRICT COUNCILS**

Minutes of the meeting of the **JOINT OVERVIEW AND SCRUTINY COMMITTEE** held in the King Edmund Chamber, Endeavour House, 8 Russell Road, Ipswich on Monday, 19 December 2022

### **PRESENT:**

Councillor: John Hinton (Co-Chair)

Councillors: Melanie Barrett  
Austin Davies  
Kathryn Grandon  
David Muller BA (Open) MCM  
RAFA (Councillor)

James Caston  
Siân Dawson  
Adrian Osborne

### **In attendance:**

Councillor(s): Mary McLaren – Babergh Cabinet Member for Communities  
Alastair McCraw – Babergh Cabinet Member for Customers, Digital Transformation and Improvement

Officers: Corporate Manager for ICT and Programme Management (MH)  
Corporate Manager for Governance and Civic Office (JR)  
Lead Officer for Overview and Scrutiny (AN)

Guests: Sally Longmate – Chief Executive Officer of Suffolk Association of Local Councils

### **Apologies:**

Councillor(s): Terence Carter  
Paul Ekpenyong  
Keith Welham (Co-Chair)

## **49 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

49.1 Apologies were received from Councillors Carter, Ekpenyong and Welham.

49.2 Councillor Davies substituted for Councillor Welham.

## **50 DECLARATION OF INTERESTS**

50.1 None declared.

**51 JOS/22/29 TO CONFIRM THE MINUTES OF THE JOINT MEETING HELD ON 21 NOVEMBER 2022**

- 51.1 Councillor Barrett requested that the minutes be amended to cover questions asked concerning “community supermarkets”.
- 51.2 Councillor Muller proposed that the minutes be approved as amended.
- 51.3 Councillor Grandon seconded the proposal.
- 51.4 It was resolved that the amended minutes of the Joint meeting held on the 21<sup>st</sup> November 2022 were confirmed and signed as a true record.

**52 JOS/22/30 TO CONFIRM THE MINUTES OF THE BABERGH MEETING HELD ON 21 NOVEMBER 2022**

- 52.1 Councillor Adrian Osborne requested that the minutes be amended to detail Councillor Jan Osborne’s attendance and the questions answered in her capacity as Cabinet Member for Housing.
- 52.2 Councillor Barrett proposed that the minutes be approved as amended.
- 52.3 Councillor Osborne seconded the proposal.
- 52.4 It was resolved that the amended minutes of the Babergh meeting held on the 21<sup>st</sup> November 2022 were confirmed and signed as a true record.

**53 JOS/22/31 TO CONFIRM THE MINUTES OF THE MID SUFFOLK MEETING HELD ON 22 NOVEMBER 2022**

- 53.1 It was resolved that the minutes of the Mid Suffolk meeting held on 22<sup>nd</sup> November were confirmed and signed as a true record.

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

- 54.1 None received.

**55 QUESTIONS BY THE PUBLIC**

- 55.1 None received.

**56 QUESTIONS BY COUNCILLORS**

- 56.1 None received.

**JOS/22/32 REVIEW OF SUFFOLK ASSOCIATION OF LOCAL COUNCILS (SALC)**

- 57.1 Sally Longmate, CEO of the Suffolk Association of Local Councils (SALC), presented the report to the Committee outlining before Members the purpose of the association, the association's operating model, the support services provided to councillors, clerks, and councils, the business plans and objectives, the outcomes of the latest annual report, the benefits provided to members of the association, and training opportunities provided to members.
- 57.2 Councillor Davies questioned if the Suffolk Association of Local Councils had liaison meetings with Babergh and Mid Suffolk District Councils. The CEO of SALC responded that work had been undertaken to connect the two organisations and that a relationship was emerging.
- 57.3 Councillor Caston queried the uptake on training courses for Councillors and Clerks and whether the roles and responsibilities of both positions were explained in these courses. The CEO of SALC responded that uptake on training courses was high, particularly due to courses moving online rather than being conducted face-to-face, and that the roles and responsibilities of Councillors and Clerks were covered in the training modules.
- 57.4 Councillor Dawson questioned if the Suffolk Association of Local Councils were involved in resolving issues concerning the code of conduct. The CEO of SALC responded that all code of conduct issues were referred to the appropriate Monitoring Officer.
- 57.5 Councillor Dawson further questioned the protection and support offered to Councillors. The CEO of SALC responded that it is the Chair and the Clerk of Parish Councils that have access to their services and that support was provided to Councils on the whole as a corporate body.
- 57.6 Councillor McLaren, Babergh's Cabinet Member for Communities, questioned what support is provided to Parish Councils who cannot afford to attend multiple training courses. The CEO of SALC responded that as much support as possible was provided to Clerks of these Councils to ensure that the Councils are operating as expected.
- 57.7 The Cabinet Member for Communities further questioned if the price for training courses had altered due to these modules now being online rather than face-to-face. The CEO of SALC responded that the prices had not changed due to the scheduling of these training courses being more flexible and accessible.
- 57.8 Councillor Grandon queried what additional support the Suffolk Association of Local Councils would like from Babergh and Mid Suffolk District Councils. The CEO of SALC responded that there was a need for more communication and collaborative working between the District and Town/Parish Councils.
- 57.9 The report was noted.

**58 RESOLUTION TO EXCLUDE THE PUBLIC (TERM WHICH INCLUDES THE PRESS)**

**59 JOS/22/33 INFORMATION BULLETIN - PROTECTION AGAINST CYBER-ATTACKS (CONFIDENTIAL PRESENTATION)**

59.1 This item was considered in confidential session.

**60 RE-ADMITTING MEMBER OF THE PUBLIC (TERM WHICH INCLUDES THE PRESS)**

**61 JOS/22/34 FORTHCOMING DECISIONS LIST**

61.1 No comments made.

**62 JOS/22/35 OVERVIEW AND SCRUTINY ACTION TRACKER**

62.1 The Overview and Scrutiny Action Tracker was noted.

**63 JOS/22/36 BABERGH OVERVIEW AND SCRUTINY WORK PLAN**

63.1 Councillor Grandon requested that the title for the “Education, Skills and Employment” item due to come to Joint Overview and Scrutiny on the 20<sup>th</sup> February be reviewed to better reflect the purpose of the item.

63.2 The Babergh Work Plan was noted.

**64 JOS/22/37 MID SUFFOLK OVERVIEW AND SCRUTINY WORK PLAN**

64.1 The Mid Suffolk Work Plan was noted.

The business of the meeting was concluded at 11:47am.

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Chair