

Informal Joint Performance and Audit Scrutiny Committee



Forest Heath
District Council

Title:	Agenda								
Date:	Wednesday 26 November 2014								
Time:	5.00 pm (PLEASE NOTE TIME AND VENUE)								
Venue:	Conference Chamber West West Suffolk House Western Way Bury St Edmunds								
Full Members:	<p style="text-align: center;">Chairman Colin Noble Vice Chairman Tony Wheble</p> <p><u>Conservative Members (8)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Michael Anderson</td> <td style="width: 33%;">John Bloodworth</td> </tr> <tr> <td>Chris Barker</td> <td>Geoffrey Jaggard</td> </tr> <tr> <td>David Bimson</td> <td>John McGhee</td> </tr> </table> <p><u>Opposition Group Members (2)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Tim Huggan</td> <td style="width: 33%;">Michael Jefferys</td> </tr> </table>	Michael Anderson	John Bloodworth	Chris Barker	Geoffrey Jaggard	David Bimson	John McGhee	Tim Huggan	Michael Jefferys
Michael Anderson	John Bloodworth								
Chris Barker	Geoffrey Jaggard								
David Bimson	John McGhee								
Tim Huggan	Michael Jefferys								
Substitutes:	Named substitutes are not appointed								
Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.								
Quorum:	Three Members								
Committee administrator:	Christine Brain Scrutiny Officer Tel: 01638 719729 Email: christine.brain@westsuffolk.gov.uk								

5.00pm	<p>Public Speaking</p> <p>Prior to the start of the information discussions, members of the public are invited to put questions/statements of not more than 3 minutes duration in relation to items to be discussed in Part 1 of the agenda only.</p>
5.00pm	<p>Informal discussions with St Edmundsbury Borough Council's Performance and Audit Scrutiny Committee on the seven substantive items listed below under Items 5 to 11 inclusive, to be held in <u>Conference Chamber West.</u></p>
6.00pm	<p>The formal meeting of the Performance and Audit Scrutiny Committee will commence at 6.00pm or immediately following the conclusion of the informal discussions, whichever is the later, in <u>Conference Chamber East.</u></p>

All Members of St Edmundsbury Borough Council's Performance and Audit Scrutiny Committee will be in attendance to enable informal discussions on the reports listed in Items 5 to 11 inclusive below to take place between the two authorities:

COUNCILLORS

Conservative Members (7)	Sarah Broughton Karen Richardson Patricia Warby	Paul Farmer Paul Simner	Beccy Hopfensperger Paula Wade
Independent Group (2)	David Nettleton	Derek Redhead	
UKIP Member (1)	Vacancy		

SUBSTITUTES

Conservative Members (3)	Jeremy Farthing	Marion Rushbrook	Adam Whittaker
Labour Member (1)	Diane Hind		

On the conclusion of the informal joint discussions, Members of Forest Heath's Performance and Audit Scrutiny Committee will withdraw from Conference Chamber West to **Conference Chamber East** to hold their formal meeting as follows:

Agenda

Page No

Procedural Matters

Part 1 - Public

1. Apologies for Absence

2. Substitutes

3. Public Participation

Members of the public are invited to put questions/statements of not more than 3 minutes duration relating to items to be discussed in Part 1 of the agenda only.

4. Minutes

1 - 6

To confirm the minutes of the meeting held on 25 September 2014 (copy attached).

(Following the informal discussions held with St Edmundsbury Borough Council's Performance and Audit and Scrutiny Committee on Items 5 to 11 below, Members are reminded that no further debate shall take place. However, Members are requested to either formally note/resolve Items 5 to 11 below)

5. Mid-Year Internal Audit Progress Report 2014/15

7 - 16

Report No: **PAS/FH/14/001**

(For reference purposes, St Edmundsbury Borough Council's Report Number is PAS/SE/14/001)

6. Key Performance Indicators and Quarter Two Performance Report (2014-2015)

17 - 28

Report No: **PAS/FH/14/002**

(For reference purposes, St Edmundsbury Borough Council's Report Number is PAS/SE/14/002)

7. West Suffolk Strategic Risk Register Quarterly Monitoring Report - September 2014

29 - 40

Report No: **PAS/FH/14/003**

(For reference purposes, St Edmundsbury Borough Council's Report Number is PAS/SE/14/003)

8. Biannual Corporate Complaints and Compliments Digest

41 - 58

Report No: **PAS/FH/14/004**

(For reference purposes, St Edmundsbury Borough Council's Report

Number is PAS/SE/14/004)

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|----------------------------------|---|------------------|
| 9. | West Suffolk Fees and Charges Policy
Report No: PAS/FH/14/005
<i>(For reference purposes, St Edmundsbury Borough Council's Report Number is PAS/SE/14/005)</i> | 59 - 72 |
| 10. | Accounting for a Single West Suffolk Staffing Structure and the Move to a West Suffolk Cost Sharing Model
Report No: PAS/FH/14/006
<i>(For reference purposes, St Edmundsbury Borough Council's Report Number is PAS/SE/14/006)</i> | 73 - 84 |
| 11. | Work Programme Update
Report No: PAS/FH/14/007
<i>(For reference purposes, St Edmundsbury Borough Council's Report Number is PAS/SE/14/007)</i> | 85 - 86 |
| <u>Part 1(B) - Public</u> | | |
| 12. | Delivering a Sustainable Budget 2015-16 and Budget Consultation Results
Report No: PAS/FH/14/008 | 87 - 100 |
| 13. | Financial Performance Report (Revenue and Capital) Quarter 2 - 2014-15
Report No: PAS/FH/14/009 | 101 - 118 |
| 14. | Ernst and Young Presentation of Annual Audit Letter 2013-14
Report No: PAS/FH/14/010 | 119 - 134 |
| 15. | Local Government Ombudsman Complaint Upheld - October 2014
Report No: PAS/FH/14/011 | 135 - 144 |
| 16. | Urgent Business
Such other business which, in the opinion of the Chairman should be considered as a matter of urgency to be specified in the minutes. | |