

# Informal Joint Performance and Audit Scrutiny Committee



Forest Heath  
District Council

<b>Title:</b>	<b>Agenda</b>										
<b>Date:</b>	<b>Wednesday 25 November 2015</b>										
<b>Time:</b>	<b>5.00pm (PLEASE NOTE TIME AND VENUE)</b>										
<b>Venue:</b>	<b>Conference Chamber West West Suffolk House</b> Western Way Bury St Edmunds										
<b>Full Members:</b>	<p style="text-align: center;"><b>Chairman</b> Colin Noble</p> <p style="text-align: center;"><b>Vice Chairman</b> Louis Busuttil</p> <p><u>Conservative Members (8)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">David Bimson</td> <td style="width: 33%;">Louise Marston</td> </tr> <tr> <td>Ruth Bowman</td> <td>Christine Mason</td> </tr> <tr> <td>Louis Busuttil</td> <td>Colin Noble</td> </tr> <tr> <td>Brian Harvey</td> <td>Lance Stanbury</td> </tr> </table> <p><u>West Suffolk Independent (1)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Andrew Appleby</td> </tr> </table> <p><u>UKIP (1)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Peter Ridgwell</td> </tr> </table>	David Bimson	Louise Marston	Ruth Bowman	Christine Mason	Louis Busuttil	Colin Noble	Brian Harvey	Lance Stanbury	Andrew Appleby	Peter Ridgwell
David Bimson	Louise Marston										
Ruth Bowman	Christine Mason										
Louis Busuttil	Colin Noble										
Brian Harvey	Lance Stanbury										
Andrew Appleby											
Peter Ridgwell											
<b>Substitutes:</b>	Named substitutes are not appointed										
<b>Interests – Declaration and Restriction on Participation:</b>	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.										
<b>Quorum:</b>	Three Members										
<b>Committee administrator:</b>	<b>Christine Brain</b> Scrutiny Officer <b>Tel:</b> 01638 719729 <b>Email:</b> <a href="mailto:christine.brain@westsuffolk.gov.uk">christine.brain@westsuffolk.gov.uk</a>										

<b>5.00pm</b>	Informal discussions with St Edmundsbury Borough Council's Performance and Audit Scrutiny Committee on the five substantive items listed below under Items 5 to 9 inclusive, to be held in <b><u>Conference Chamber West.</u></b>
<b>5.30pm</b>	The formal meeting of the Performance and Audit Scrutiny Committee will commence at 5.30pm or immediately following the conclusion of the informal discussions, whichever is the later, in <b><u>Conference Chamber East.</u></b>

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 9 inclusive below to take place between the two authorities.

**COUNCILLORS**

Conservative Members (8)	Sarah Broughton Betty McLatchy Paula Wade	Carol Bull Karen Richardson Patricia Warby	Beccy Hopfensperger Peter Thompson
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Charter Member (1)     David Nettleton

UKIP Member (1)     Barry Robbins

**SUBSTITUTES**

Conservative Members (3)	Jeremy Farthing	David Roach	Ivor McLatchy
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Charter Member (1)     Diane Hind

UKIP Member (1)     John Burns

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(A) - Public

1. **Substitutes**
2. **Apologies for Absence**
3. **Minutes** **1 - 6**

To confirm the minutes of the meeting held on 24 September 2015 (copy attached).
4. **Public Participation**

Members of the public who live or work in the District are invited to put one question/statement of not more than 3 minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within 3 minutes, the person who asked the question may ask a supplementary question that arises from the reply.

A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start.

There is an overall limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.

*(Following the informal discussions held with St Edmundsbury Borough Council's Performance and Audit Scrutiny Committee on Items 5 to 9 below, Members are reminded that no further debate shall take place. However, Members are requested to either formally note/resolve Items 5 to 9 below).*
5. **Mid-Year Internal Audit Progress Report 2015-2016** **7 - 16**

Report No: **PAS/FH/15/028**  
*(For reference purposes, St Edmundsbury Borough Council's Report Number is PAS/SE/15/028)*
6. **Subscription Charge for the Brown Bin Service** **17 - 26**

Report No: **PAS/FH/15/029**  
*(For reference purposes, St Edmundsbury Borough Council's Report Number is PAS/SE/15/029)*
7. **Balanced Scorecards Quarter 2 Performance Report 2015-2016** **27 - 42**

Report No: **PAS/FH/15/030**  
*(For reference purposes, St Edmundsbury Borough Council's Report Number is PAS/SE/15/030)*

	<b>Page No</b>
<b>8. West Suffolk Strategic Risk Register Quarterly Monitoring Report - September 2015</b>	<b>43 - 58</b>
Report No: <b>PAS/FH/15/031</b> <i>(For reference purposes, St Edmundsbury Borough Council's Report Number is PAS/SE/15/031)</i>	
<b>9. Work Programme Update</b>	<b>59 - 62</b>
Report No: <b>PAS/FH/15/032</b> <i>(For reference purposes, St Edmundsbury Borough Council's Report Number is PAS/SE/15/032)</i>	
<b><u>Part 1(B) - Public</u></b>	
<b>10. Ernst and Young - Presentation of Annual Audit Letter 2014-2015</b>	<b>63 - 78</b>
Report No: <b>PAS/FH/15/033</b>	
<b>11. Financial Performance Report (Revenue and Capital) Quarter 2 (2015-2016)</b>	<b>79 - 96</b>
Report No: <b>PAS/FH/15/034</b>	
<b>12. Delivering a Sustainable Budget 2016-2017 - Update</b>	<b>97 - 100</b>
Report No: <b>PAS/FH/15/035</b>	
<b>13. Mid-Year Treasury Management Performance Report and Investment Activity (April - September 2015)</b>	<b>101 - 114</b>
Report No: <b>PAS/FH/15/036</b>	