

Informal Joint Performance and Audit Scrutiny Committee



Title:	Agenda
Date:	Wednesday 29 November 2017
Time:	5.00 pm
Venue:	Council Chamber (PLEASE NOTE VENUE) District Offices College Heath Road Mildenhall
Full Members:	<p>Chairman Sarah Broughton</p> <p>Vice Chairman Patricia Warby</p> <p><u>Conservative Members</u> (9) Sarah Broughton Karen Richardson Beccy Hopfensperger Andrew Smith Betty Mclatchy Peter Thompson Jane Midwood Patricia Warby David Roach</p> <p><u>UKIP Member</u> (1) Barry Robbins</p>
Substitutes:	<p><u>Conservative Members</u> (3) Mary Evans Ivor Mclatchy Susan Glossop</p> <p><u>UKIP Member</u> (1) Jason Crooks</p>
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:	Four Members
Committee administrator:	<p>Christine Brain Democratic Services Officer (Scrutiny) Tel: 01638 719729 Email: christine.brain@westsuffolk.gov.uk</p>

5.00pm	Informal discussions with Forest Heath District Council's Performance and Audit Scrutiny Committee on six substantive items listed below under Items 5 to 10 inclusive, to be held in the Council Chamber .
5.15pm	The formal meeting of the Performance and Audit Scrutiny Committee will commence at 5.15pm or immediately following the conclusion of the informal discussions, whichever is the later, in the Training Room .

All Members of Forest Heath's Performance and Audit Scrutiny Committee will be in attendance to enable informal discussions on the reports listed in Items 5 to 10 inclusive below to take place between the two authorities:

COUNCILLORS

Conservative
Group (8)

Michael Anderson
Rona Burt
Christine Mason

Chris Barker
Louis Busuttil
Colin Noble

John Bloodworth
Simon Cole

West Suffolk
Independent (1)

Andrew Appleby

UKIP (1)

Peter Ridgwell

On the conclusion of the informal discussions, St Edmundsbury Borough Council's Performance and Audit Scrutiny Committee will withdraw from the Council Chamber and hold its formal meeting in the **Training Room** as follows:

Public Information

Venue:	District Offices College Heath Road Mildenhall Suffolk, IP28 7EY	Tel: 01638 719000 Email: democratic.services@westsuffolk.gov.uk Web: www.westsuffolk.gov.uk
Access to agenda and reports before the meeting:	Copies of the agenda and reports are open for public inspection at West Suffolk House, St Edmundsbury Borough Council and at the above address at least five clear days before the meeting. They are also available to view on our website.	
Attendance at meetings:	The Borough Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.	
Public speaking:	<p>Members of the public who live or work in the Borough are invited to put one question or statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply.</p> <p>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 time limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.</p>	
Disabled access:	The public gallery is on the first floor and is accessible via stairs. There is not a lift but disabled seating is available at the back of the Council Chamber on the ground floor. Please see the Committee Administrator who will be able to help you.	
Induction loop:	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter.	
Recording of meetings:	<p>The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded).</p> <p>Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.</p>	

Agenda

Procedural Matters

Part 1(A) - Public

1. Substitutions

Any Member who is substituting for another Member should so indicate, together with the name of the relevant absent Member.

2. Apologies for Absence

3. Minutes

1 - 8

To confirm the minutes of the meeting held on 20 September 2017 (copy attached).

4. Public Participation

Members of the public who live or work in Forest Heath 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 Forest Heath District Council's Performance and Audit Scrutiny Committee on Items 5 to 10 below, Members are reminded that no further debate shall take place. However, Members are requested to either formally note/resolve/recommend Items 5 to 10 below).

5. External Quality Assessment of Internal Audit against the Public Sector Internal Audit Standards

9 - 16

Report No: **PAS/SE/17/026**

(For reference purposes, Forest Heath District Council's Report Number is PAS/FH/17/030)

6. Mid-Year Internal Audit Progress Report 2017-2018

17 - 26

Report No: **PAS/SE/17/027**

(For reference purposes, Forest Heath District Council's Report Number is PAS/FH/17/031)

7.	Balanced Scorecards and Quarter 2 Performance (2017-2018)	27 - 42
	Report No: PAS/SE/17/028 (For reference purposes, Forest Heath District Council's Report Number is PAS/FH/17/032)	
8.	West Suffolk Strategic Risk Register Quarterly Monitoring Report - September 2017	43 - 56
	Report No: PAS/SE/17/029 (For reference purposes, Forest Heath District Council's Report Number is PAS/FH/17/033)	
9.	Work Programme Update	57 - 58
	Report No: PAS/SE/17/030 (For reference purposes, Forest Heath District Council's Report Number is PAS/FH/17/034)	
10.	Building Control - Improvement Plan	59 - 68
	Report No: PAS/SE/17/031 (For reference purposes, Forest Heath District Council's Report Number is PAS/FH/17/035)	

Part 1(B) - Public

11.	Ernst and Young - Annual Audit Letter 2016-2017	69 - 98
	Report No: PAS/SE/17/032	
12.	Financial Performance Report (Revenue and Capital) Quarter (2017-2018)	99 - 120
	Report No: PAS/SE/17/033	
13.	Delivering a Sustainable Medium Term Financial Strategy 2018-2021	121 - 130
	Report No: PAS/SE/17/034	
14.	Mid-Year Treasury Management Report and Investment Activity (April - September 2017)	131 - 142
	Report No: TMS/SE/17/004 will be considered by the Treasury Management Sub-Committee on 20 November 2017. The Chairman/Service Manager (Finance and Performance) will update the Committee verbally on any issues or recommendations arising from the consideration of this report.	

15. Exclusion of the Press and Public

To consider whether the press and public should be excluded during the consideration of the following item because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item, there would be disclosure to them of exempt categories of information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against the item and, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Part 2 – Exempt

16. Exempt Appendix 1: Building Control - Improvement Plan (para 3) 143 - 144

Exempt Appendix 1 to Report No: **PAS/SE/17/031**