

Informal Joint Performance and Audit Scrutiny Committee



St Edmundsbury
BOROUGH COUNCIL

Title:	Agenda										
Date:	Wednesday 28 November 2018										
Time:	5.00 pm										
Venue:	Council Chamber District Offices College Heath Road Mildenhall										
Full Members:	<p style="text-align: center;">Chairman Sarah Broughton</p> <p style="text-align: center;">Vice Chairman Patricia Warby</p> <p><u>Conservative Members (9)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Sarah Broughton</td> <td style="width: 33%;">Karen Richardson</td> </tr> <tr> <td>Beccy Hopfensperger</td> <td>Andrew Smith</td> </tr> <tr> <td>Jane Midwood</td> <td>Peter Thompson</td> </tr> <tr> <td>Clive Pollington</td> <td>Patricia Warby</td> </tr> <tr> <td>David Roach</td> <td></td> </tr> </table> <p><u>UKIP Member (1)</u> Barry Robbins</p>	Sarah Broughton	Karen Richardson	Beccy Hopfensperger	Andrew Smith	Jane Midwood	Peter Thompson	Clive Pollington	Patricia Warby	David Roach	
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David Roach											
Substitutes:	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><u>Conservative Members (3)</u></td> <td style="width: 33%;">Mary Evans</td> <td style="width: 33%;">Vacancy</td> </tr> <tr> <td></td> <td>Elaine McManus</td> <td></td> </tr> </table>	<u>Conservative Members (3)</u>	Mary Evans	Vacancy		Elaine McManus					
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	Elaine McManus										
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:	Christine Brain Democratic Services Officer (Scrutiny) Tel: 01638 719729 Email: christine.brain@westsuffolk.gov.uk										

5.00pm	Informal joint discussions with Forest Heath District Council's Performance and Audit Scrutiny Committee on the six items listed 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 immediately following the conclusion of the informal joint discussions in the Training Room .

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

COUNCILLORS

Conservative
Members (8)

Michael Anderson
Rona Burt
Christine Mason

Chris Barker
Louis Busuttil
Colin Noble

John Bloodworth
Simon Cole

UKIP Members (2)

Peter Ridgwell

Reg Silvester

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 the above address at least five clear days before the meeting. They are also available to view on our website.	
Attendance at meetings:	The District 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:	Members of the public who live or work in the District 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. 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.	
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>	
Personal Information:	<p>Any personal information processed by Forest Heath District Council or St Edmundsbury Borough Council arising from a request to speak at a public meeting under the Localism Act 2011, will be protected in accordance with the Data Protection Act 2018. For more information on how we do this and your rights in regards to your personal information and how to access it, visit our website: https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm or call Customer Services: 01284 763233 and ask to speak to the Data Protection Officer.</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 - 6

To confirm the minutes of the meeting held on 27 September 2018 (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. Mid-Year Internal Audit Progress Report 2018-2019

7 - 18

Report No: **PAS/SE/18/030**

(For reference purposes, Forest Heath District Council's Report Number is PAS/FH/18/034)

6. 2018-2019 Performance Report (Quarter 2)

19 - 86

Report No: **PAS/SE/18/031**

(For reference purposes, Forest Heath District Council's Report Number is PAS/FH/18/035)

	Page No
7. West Suffolk Strategic Risk Register Quarterly Monitoring Report (September 2018)	87 - 100
<p>Report No: PAS/SE/18/032 <i>(For reference purposes, Forest Heath District Council's Report Number is PAS/FH/18/036)</i></p>	
8. Building Control Business Development Plan Update - November 2018	101 - 110
<p>Report No: PAS/SE/18/033 <i>(For reference purposes, Forest Heath District Council's Report Number is PAS/FH/18/037)</i></p>	
9. Work Programme Update	111 - 112
<p>Report No: PAS/SE/18/034 <i>(For reference purposes, Forest Heath District Council's Report Number is PAS/FH/18/038)</i></p>	

(The following report is to be considered as part of the function delegated to the Performance and Audit Scrutiny Committee relating to the new West Suffolk Council).

Part 1(B) - Public

10. Approach to Delivering a Sustainable West Suffolk Budget 2019-2020 and Medium Term Plan	113 - 120
<p>Report No: PAS/SE/18/035 <i>(For reference purposes, Forest Heath District Council's Report Number is PAS/FH/18/039)</i></p>	
11. Mid-Year Treasury Management Report and Investment Activity (April - September 2018)	121 - 128
<p>Report No: TMS/SE/18/004 will be considered by the Treasury Management Sub-Committee on 19 November 2018. The Chairman / Service Manager (Finance and Performance) will update the Committee verbally on any issues or recommendations arising from the consideration of this report.</p>	
12. 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

- 13. EXEMPT Appendix 1; Diagram 1; Diagram 2 and Diagram 3 to Report No: PAS/SE/18/033 (Par 3) 129 - 136**

Exempt Appendix 1 to Report No: **PAS/SE/18/033**

Exempt Diagram 1 to Report No: **PAS/SE/18/033**

Exempt Diagram 2 to Report No: **PAS/SE/18/033**

Exempt Diagram 3 to Report No: **PAS/SE/18/033**