

Informal Joint Performance and Audit Scrutiny Committee



St Edmundsbury
BOROUGH COUNCIL

Title:	Agenda								
Date:	Wednesday 26 November 2014								
Time:	5.00 pm (PLEASE NOTE TIME OF MEETING)								
Venue:	Conference Chamber West West Suffolk House Western Way Bury St Edmunds								
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 (7)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Paul Farmer</td> <td style="width: 33%;">Paul Simner</td> </tr> <tr> <td>Beccy Hopfensperger</td> <td>Paula Wade</td> </tr> <tr> <td>Karen Richardson</td> <td></td> </tr> </table> <p><u>Independent Group Members (2)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">David Nettleton</td> <td style="width: 33%;">Derek Redhead</td> </tr> </table> <p><u>UKIP Member (1)</u> Vacancy</p>	Paul Farmer	Paul Simner	Beccy Hopfensperger	Paula Wade	Karen Richardson		David Nettleton	Derek Redhead
Paul Farmer	Paul Simner								
Beccy Hopfensperger	Paula Wade								
Karen Richardson									
David Nettleton	Derek Redhead								
Substitutes:	<p><u>Conservative Members (3)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Jeremy Farthing</td> <td style="width: 33%;">Adam Whittaker</td> </tr> <tr> <td>Marion Rushbrook</td> <td></td> </tr> </table> <p><u>Labour Member (1)</u> Diane Hind</p>	Jeremy Farthing	Adam Whittaker	Marion Rushbrook					
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Marion Rushbrook									
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 Scrutiny Officer Tel: 01638 719729 Email: christine.brain@westsuffolk.gov.uk								

5.00pm	<p>Public Speaking</p> <p>Please note that under its Constitution, Forest Heath District Council permits public participation during its Performance and Audit Scrutiny meetings. Therefore, for the purposes of facilitating 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 Forest Heath District Council's Performance and Audit Scrutiny Committee on the seven substantive items listed below under Items 4 to 10 inclusive, to be held in Conference Chamber West.</p>
6.00pm	<p>The formal meeting of the Performance and Audit Scrutiny Committee will commence at <u>6.00pm or immediately following the conclusion of the informal discussions</u>, whichever is the later, in Conference Chamber West.</p>

All Members of Forest Heath's Performance and Audit Scrutiny Committee have been invited to enable informal discussions on the reports listed in Items 4 to 10 inclusive below to take place between the two authorities:

COUNCILLORS

Conservative Group (8)	Michael Anderson John Bloodworth Colin Noble	Chris Barker Geoffrey Jaggard Tony Wheble	David Bimson John McGhee
Opposition Group (2)	Tim Huggan	Michael Jefferys	

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 and St Edmundsbury's Performance and Audit Scrutiny Committee will continue its meeting in **Conference Chamber West** as follows:

Agenda

Page No

Procedural Matters

Part 1(A) - Public

1. Apologies for Absence

2. Substitutions

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

3. Minutes

1 - 6

To confirm the minutes of the meeting held on 24 September 2014 (copy attached).

(Following the informal discussions held with Forest Heath District Council's Performance and Audit Scrutiny Committee on Items 4 to 10 below, Members are reminded that no further debate shall take place. However, Members are requested to either formally note/resolve Items 4 to 10 below).

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

7 - 16

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

*(For reference purposes, Forest Heath District Council's Report Number is **PAS/FH/14/001**)*

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

17 - 32

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

*(For reference purposes, Forest Heath District Council's Report Number is **PAS/FH/14/002**)*

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

33 - 44

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

*(For reference purposes, Forest Heath District Council's Report Number is **PAS/FH/14/003**)*

7. Biannual Corporate Complaints and Compliments Digest

45 - 62

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

*(For reference purposes, Forest Heath District Council's Report Number is **PAS/FH/14/004**)*

	Page No
8. West Suffolk Fees and Charges Policy	63 - 76
Report No: PAS/SE/14/005 <i>(For reference purposes, Forest Heath District Council's Report Number is PAS/FH/14/005)</i>	
9. Accounting for a Single West Suffolk Staffing Structure and the Move to a West Suffolk Cost Sharing Model	77 - 88
Report No: PAS/SE/14/006 <i>(For reference purposes, Forest Heath District Council's Report Number is PAS/FH/14/006)</i>	
10. Work Programme Update	89 - 90
Report No: PAS/SE/14/007 <i>(For reference purposes, Forest Heath District Council's Report Number is PAS/FH/14/007)</i>	

Part 1(B) - Public

11. Ernst and Young (2013-2014) Annual Audit Letter	91 - 106
Report No: PAS/SE/14/008	
12. Budget Monitoring Report (1 April - 30 September 2014)	107 - 128
Report No: PAS/SE/14/009	
13. Delivering a Sustainable Budget (2015-2016)	129 - 148
Report No: PAS/SE/14/010	
14. Mid-Year Treasury Management Report 2014-15 Investment Activity 1 April to 30 September 2014	149 - 160
Report No: TMS/SE/14/001 will be considered by the Treasury Management Sub-Committee on 17 November 2014. The Chairman/Head of Resources and Performance will update the Committee verbally on any issues or recommendations arising from the consideration of this report.	

Part 2 – Exempt

NONE