

# Report No COU/FH/18/019



**Forest Heath**  
District Council

Forest Heath & St Edmundsbury councils

**West Suffolk**  
working together



# ANNUAL SCRUTINY REPORT 2017-2018

Produced: May 2018  
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# Forest Heath District Council Annual Scrutiny Report 2017-2018

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## **Introduction**



**Councillor Simon Cole**

**Chairman of the  
Overview and Scrutiny Committee  
2017-2018**



**Councillor Louis Busuttil**

**Chairman of the Performance and  
Audit Scrutiny Committee  
2017-2018**

Welcome to the Annual Report on the overview and scrutiny function at Forest Heath District Council.

Overview and scrutiny is central to the decision-making process of the Council, and this Annual Report sets out the work of the committee during 2017-2018. The report is not intended to cover all the work of the committee in great detail, but to present some examples of where and how scrutiny has contributed to change, challenge and service improvements, and to give you a flavour of the work undertaken, in the hope that you will be encouraged to play more of a role in the scrutiny process in the coming year.

2017-2018 was another busy year for the committee, with the Overview and Scrutiny Committee carrying out several policy and scrutiny reviews alongside our usual workload. In particular, in April 2018, the Committee held an extraordinary meeting in Newmarket at the National Horseracing Museum.

The Performance and Audit Scrutiny Committee continued to increase the scope of its internal and external audit monitoring role.

2017-2018 was also another strong year for external involvement in our scrutiny reviews, with representatives from partner organisations attending meetings or taking part in consultations to help the committees with their investigations.

We hope you find this Annual Report both informative and interesting, and that you will continue to follow the progress of the scrutiny function at Forest Heath.

June 2018

## **What does Scrutiny do?**

The scrutiny function of this and other councils was introduced under the Local Government Act 2000, which required councils to set up new structures to replace the previous committee system. The aim of the Government's programme for modernising local government was for local people to know more about how their local council works and to get more involved. As part of this, councils were required to establish at least one "overview and scrutiny committee" to monitor decisions made and where appropriate, to advise the Council on matters of policy or service delivery.

Forest Heath has two such committees. The Overview and Scrutiny Committee looks back at how and why decisions were made, how services are functioning and where improvements can be made, but in its role as community leader also looks at wider issues. It also examines new and evolving policies.

The Performance and Audit Scrutiny Committee has particular responsibility for monitoring the performance of services, as well as internal audit, risk management and procurement, and has responsibility for scrutinising the Council's budget, including any proposals for cost reductions and approving the Council's Annual Statement of Accounts.

Each Committee comprises ten Members. The arrangements for appointments to the Committees are made without compliance with the political balance requirements in SS15 and 16 of the Local Government and Housing Act 1989.

## **What we don't do**

Overview and Scrutiny does not deal with individual complaints. The council has a complaints procedure in place to deal with this. However, the Committee welcomes suggestions on wider issues which members of the public feel should be reviewed. The functions and responsibilities of the Committee are set out in detail in the Council's Constitution, which is available on the Council's website.

## **Overview and Scrutiny Committee**

### Responsibilities:

- Community leadership
- Reviews
- Pre-decision scrutiny
- Post implementation review
- Policy development and review
- External and joint scrutiny
- Call-ins and Councillor Calls for Action
- Holding the Cabinet to account
- Holding Cabinet Members to account
- Scrutiny improvement

As the Council's critical friend, the Overview and Scrutiny Committee holds the Cabinet to account for its actions by monitoring the decision making process and testing existing practices to check they are working properly. It can also call in Cabinet decisions to scrutinise them before they are put into practice.

The Overview and Scrutiny Committee is able to stand back from the decision making process, look at the outcomes for the people of Forest Heath and West Suffolk and contribute to ensuring improved performance.

The Committee also looks at the impact on the community of key plans and strategies within the Council's policy framework, investigating why things are as they are, researching options, challenging assumptions and suggesting improvements. When looking at a new policy, the Committee ensures it would contribute to the Council's vision and strategic priorities as set out in the West Suffolk Strategic Framework 2018-2020, and that any links to other Council policies demonstrate continuity. When reviewing existing policies, the Committee investigates how successful it has been, whether it achieved its objectives within budget and to timescale, and what needs to change. In all its policy development, the Committee aims to enhance services and make life better for people living and working in Forest Heath, as well as those visiting us.

The Committee has up to eight scheduled meetings per year.

### **Performance and Audit Scrutiny Committee**

- Performance management
- Internal and external audit responsibilities
- Strategic risk management
- Revenue and Capital Budget monitoring and budget development
- Scrutiny of the annual accounts
- Procurement

Scrutiny also has an important role to play in monitoring the performance of services. The Performance and Audit Scrutiny Committee looks at how well the Council's services are performing by considering a range of information such as performance indicators and reports from external inspectors, and by monitoring action plans. It does not carry out reviews, but may recommend that a review is carried out by the Overview and Scrutiny Committee or another appropriate committee or working group where a need has been identified.

This Committee also leads on improvement planning and risk management, as well as monitoring the Council's budget, and approving the Council's Annual Statement of Accounts in accordance with the powers delegated to it under the Council's Constitution. It also leads on the development of a sustainable forward budget. In 2017-2018 it held five informal joint monitoring meetings with St Edmundsbury's Performance and Audit Scrutiny Committee, plus a special individual meeting in September to consider the annual accounts.

### **How does Scrutiny work?**

The Overview and Scrutiny Committee has a rolling work programme which prioritises the investigations it will carry out over the coming months and is reviewed and updated at each meeting. Managing the work programme with this flexibility enables the Committee to consider matters of local concern, not previously scheduled but which may merit inclusion during the year.

The Committee gathers evidence from a variety of sources including the Council's own information, other local authorities, partner organisations, service users, expert witnesses or research carried out by the committees themselves. Once it has gathered all the evidence the committee makes its report, complete with recommendations, usually to the Cabinet.

## **Call-ins**

Any decision by Cabinet or a Cabinet Member may be “called in” by any five members of the Council. Call-in is used where Councillors have evidence which suggests that a decision was not taken in accordance with the principles of good decision making set out in the Constitution, or in the context of the Council’s policy or budget framework, and is only used in exceptional circumstances.

## **Councillor Call for Action**

The Councillor Call for Action (CCfA) was introduced under Section 119 of the Local Government and Public Involvement in Health Act 2007 (the Act) and came into force on 1 April 2009.

The Act enables any councillor to refer to the Overview and Scrutiny Committee any local government matter or any crime and disorder matter which affects their ward / division, within certain limitations.

These limitations are set out in the Councillor Call for Action Protocol, which is available as part of the Council’s Constitution. Since its introduction the Committee had received no Councillor Call for Action requests.

## **Training and Development**

We recognise the importance of training and development for both Councillors and officers who support the scrutiny role at Forest Heath. Targeted training, both internally and externally has facilitated in the development of a successful scrutiny function.

## **Meetings**

Meetings are held in public (except when exempt or confidential material is being discussed), and in order to prevent whole meetings being taken up by a single topic, “Task and Finish / Research” groups are set up to carry out major reviews and report back to the main committee with their recommendations.

## **Engaging with Public and Stakeholders**

The scrutiny committees work hard to develop and improve the scrutiny process at Forest Heath and aims to continually increase the involvement of stakeholders and public engagement at its meetings through public speaking.

The Committee gathers evidence with the involvement of external witnesses, and invites representatives to attend meetings to assist in its work. In the last year, the Overview and Scrutiny Committee has formally invited organisations and individuals to attend meetings and assist in reviews including:

- Members of the public
- Barley Homes Group Ltd (Directors)
- Barley Homes Shareholder Advisory Group Representatives
- Suffolk County Council Assistant Director (Strategic Finance) and Head of Procurement
- Director of the National Horseracing Centre for Horseracing and Sporting Art
- Chairman of the Home of Horseracing Trust

For further information or answers to any queries relating to the Council's Overview and Scrutiny function or activities, please contact Christine Brain, Democratic Services Officer (Scrutiny) on (01638) 719729 or email [Christine.brain@westsuffolk.gov.uk](mailto:Christine.brain@westsuffolk.gov.uk).

## Members of Overview and Scrutiny (2017–2018)

The Committee comprises ten members, or as may from time to time be determined by the Council. No member of the Cabinet may be a member of the Overview and Scrutiny Committee.

 <p><b>Councillor Simon Cole</b> Committee Chairman</p>	<p><b>Committee Members</b></p> <p>Cllr Chris Barker Cllr John Bloodworth Cllr Rona Burt Cllr Brian Harvey Cllr Christine Mason Cllr David Palmer Cllr Nigel Roman Cllr Reg Silvester</p>	 <p><b>Councillor Ruth Bowman</b> Committee Vice-Chairman</p>
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## Review of the Past Year

This section describes some of the key scrutiny topics covered during the year (June 2017 to April 2018), and their associated outcomes.

### Annual Reviews

#### Barley Homes (Group) Limited – Annual Report 2018

On 8 March 2018, the Committee welcomed two of the Directors from Barley Homes, the Forest Heath representative on the Shareholder Advisory Group, and the Assistant Director (Strategic Finance) and Head of Procurement who supported Suffolk County Council in operating Barley Homes.

The Committee received the Annual Report from Barley Homes, which presented the position from a Barley Homes perspective, and the covering report provided the perspective from both Forest Heath and St Edmundsbury Borough Council's viewpoint, as joint owners (shareholders) of Barley Homes.

The Committee considered the Annual Report in detail and expressed concerns regarding the deliverability of the Barley Homes five-year business plan, given one of the four initial sites had been removed from the business plan (Wamil Court, Mildenhall), because Suffolk County Council (SCC), a shareholder in Barley Homes took a decision to sell the site on the open market, securing a higher price. The Assistant Director from SCC explained in detail the history behind Wamil Court, Mildenhall and the need for SCC maximise the cash receipt for the site when it was returned back to SCC in 2014.

The Committee questioned what needed to be done next to make sure that Barley Homes was a success. Members were informed that Barley Homes was currently working hard to progress the three remaining sites set out in the current business plan to ensure they worked and delivered against its timeline.

The Committee noted a revised business plan would be brought to them in July/September 2018 to enable members to assess further progress being made.



## Car Parking Update

On 19 April 2018, the Committee received an update on off-street parking outcomes and work priorities. The report included information on usage, occupancy, issue of fines, pocket car parks, RingGo cashless payments, electric charging points, Park Mark, disabled parking accreditation, Civil Parking Enforcement and conclusions and future work streams.

The Committee asked questions to which comprehensive responses were provided. In particular discussions were held on parking in Brandon and made suggestions around increasing car parking capacity; and future car parking capacity in Newmarket including short stay parking.

## **Member Work Programme Suggestion Reviews**

### National Horseracing Museum, Newmarket

In November 2017, the Committee considered and included in its forward work programme a member suggestion relating to the Home of Horseracing in Newmarket. It was suggested the Committee carries out a post implementation review of the Home of Horseracing project, a year after its official opening, and reviews the museums future plans on how the council could assist in its delivery as a partner.

On 16 April 2018, an Extraordinary Committee meeting was held in Newmarket at the National Heritage Centre so members could review the museums future plans. The session commenced with a tour of the facility for members of the scrutiny committee, followed by the formal meeting, which included a presentation from Chris Garibaldi (Director of the National Horseracing Centre for Horseracing and Sporting Art) and a discussion between the Committee and partners to explore the main issues, which included:

1. How has the capital project achieved the original objectives set for it by the partnership?
2. How has the museum performed in its first 18 months against its original business plan?
3. What does the Museum's new business plan say?
4. Where does this fit into the Newmarket Vision and the Council's strategic plan?
5. How will the Council be involved in taking this forward, and what specific assistance does the Museum need?

Supporting information provided for the formal meeting included, an understanding of how the project had performed to date against the Council's original objectives for the project; the 2012 business plan; the new business plan; Newmarket Vision and national recognition and funding.

The Committee also received a presentation from Chris Garibaldi which included information on the context of the project; project partners; where the capital came from to fund the project; work carried out by the three existing charities;

key achievements (shortlisted for the 2017 Art Fund Museum of the Year within a few months of opening, and won Suffolk Museum of the year 2017); visitor numbers; admission tickets; repeat visitors; where visitors came from; gift aid collected on tickets; visitor spend and what it was worth to the local economy; special exhibitions; National Portfolio Organisation; fund raising initiatives; the importance of volunteers in running the site and with over 9,000 hours gifted; engagement with the local community; the learning offer and the focus of the new business plan.

The Committee considered the information provided on the tour and the presentation in detail and asked a number of questions to which comprehensive responses were provided.

In particular discussions were held on three areas where it was felt the council might be able to provide assistance to the National Heritage Centre (the Centre) moving forward:

- Palace Street: Concerns were raised about safety issues in Palace Street, as it was apparent that drivers did not stick to the speed limit. It was felt that Palace Street should be closed to through traffic between the hours of 10am and 5pm with access for residents only.
- Improved signage in terms of a sign over Palace Street marketing the entrance / directing visitors to the Centre.
- General marketing of road signage outside of Newmarket on the major arterial roads. Currently there were three signs along the A14/A11 which were old advertising the old museum (Home of Horseracing) and to replace them would cost the Centre around £50,000 per sign.

The Committee noted that the council's involvement in the original objectives set by the partnership had been met, and resolved to look at how best to progress the three areas identified going forward with the Centre.

### **Joint Task and Finish Group(s)**

#### West Suffolk Information Strategy

A Task and Finish Group was set up in April 2017, jointly with St Edmundsbury Borough Council to help shape the development of a West Suffolk Information Strategy.

On 8 March 2018, the Committee received a report from the Joint Task and Finish Group (the Group) on its work. In the early stages of the process the Group agreed that the document should become a Framework, rather than a Strategy, reflecting the focus of Data and Information and the councils Vision and Objectives regarding its usage, and that a subsequent ICT Strategy would focus on the delivery of the Technology Architecture to support the Framework.

The draft Information Framework was a first for West Suffolk Council's and represented a revised approach to data and the way it is used. The framework provided a high level summary of the council's current position and proposed an approach that sought to maximise data assets through aligning data across West

Suffolk Councils' and its partners to improve the services provided across the Councils'.

The Committee considered the report and thanked members of the Joint Task and Finish Group and officers on their work in developing the West Suffolk Information Framework, which was recommended to Cabinet for approval.

#### Review of Bury St Edmunds Christmas Fayre – Scoping Report

The Committee on 19 April 2018, received a request from officers to establish a West Suffolk Joint Task and Finish Group with St Edmundsbury Borough Council to review the Christmas Fayre.

A formal review of the Fayre was last carried out in 2015. St Edmundsbury Overview and Scrutiny Committee had set up a task and finish group which concluded that "St Edmundsbury Borough Council should commit to the Christmas Fayre for the remainder of the current administration" and made a number of recommendations that had been, or were being implemented.

A further review of the Christmas Fayre was now proposed for the following reasons:

- 1) The current commitment to continue with the Fayre only runs until April 2019, so decisions were needed as to what should take place in winter 2019;
- 2) Planning for the Christmas Fayre starts in the preceding year. As such, a decision would need to be made in 2018 for the 2019 Fayre;
- 3) If the event goes ahead as planned, the 2019 Christmas Fayre would be the first to be run by the new West Suffolk Council as opposed to St Edmundsbury Borough Council. For this reason, current members from across West Suffolk needed to be involved in the decisions about the future of the Fayre; and
- 4) The new anti-terrorist requirements for large scale events was not in place in 2015 when the previous review was carried out. These requirements had financial and other implications and it would be helpful to consider these alongside a wider review of the Fayre.

The West Suffolk Joint Task and Finish Group would consist of four members from Forest Heath's Overview and Scrutiny Committee and six from St Edmundsbury's Overview and Scrutiny Committee with various officers providing technical support.

It was envisaged that a West Suffolk Joint Task and Finish Group would make recommendations to be considered by the Overview and Scrutiny Committee in September 2018 and West Suffolk Shadow Executive in Autumn 2018.

## **Cabinet Liaison**

### West Suffolk Annual Report 2016-2017

On 6 June 2017, the Committee discussed the **West Suffolk Annual Report (2016-2017)** with the Leader of the Council. The report highlighted the key activities and developments which had been achieved over the financial year 2016-2017, with regard to the priorities set out in the West Suffolk Strategic Plan. The draft report contained a number of case studies and examples from West Suffolk to illustrate the achievements described. The Leader highlighted relevant issues for the attention of the Committee.

### Development of a New West Suffolk Strategic Framework 2018-2020

On 9 November 2017, the Committee received a report which sought its input into the development of a draft West Suffolk Strategic Framework 2018-2020. The strategic framework represented a revision of the existing West Suffolk Strategic Plan 2014-2016. The report summarised the work which had been carried out so far on the development of a draft West Suffolk Strategic framework for 2018-2020, which set out the aspirations and ambitious agenda for growth, housing and families and communities. The framework document included the councils' vision, priorities and key actions over the next two years, as well as ways of working.

Following recommendations made by the Committee, the draft West Suffolk Strategic Framework for 2018-2020 was approved by Forest Heath District Council and St Edmundsbury Borough Councils Cabinet's and Council's in December 2017. The Committee also considers at each meeting the **Cabinet's Decisions Plan** and requests further information or involvement as necessary.

## **Cabinet Members who attended Overview and Scrutiny in 2017-2018**

Following on from the first round of presentations from Cabinet Members during 2016-2017, Cabinet Members were invited back during 2017-2018 to update the Committee on progress made within their portfolio since they last attended Overview and Scrutiny. This year, prior to attending Overview and Scrutiny, Cabinet members were provided with specific questions identified by committee members to be covered in their annual update.

## **External Joint Scrutiny**

In June 2017, Councillor John Bloodworth was appointed as the Council's representative and Councillor Christine Mason as Substitute Member to the **Suffolk Health Overview and Scrutiny Committee**, which is responsible for the scrutiny of health provision across the County. Nominations to other joint county scrutiny committees are made by Annual Council alongside other outside bodies.

## **Call-ins and Councillor Calls for Action**

This year no Councillor Call for Actions (CCfAs) were submitted, and there were also no call-ins.

## Review of Past Year Performance and Audit Scrutiny Committee

 <p><b>Councillor Louis Busuttil</b> Committee Chairman</p>	<p><b>Committee Members</b></p> <p>Cllr Michael Anderson Cllr Chris Barker Cllr John Bloodworth Cllr Rona Burt Cllr Simon Cole Cllr Louise Marston Cllr Christine Mason Cllr Peter Ridgwell</p>	 <p><b>Councillor Colin Noble</b> Committee Vice-Chairman</p>
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This section describes some of the key scrutiny topics covered during the year (25 May 2017 to 31 May 2018) by the Performance and Audit Scrutiny Committee, and their associated outcomes.

### **Joint working with St Edmundsbury Borough Council's Performance and Audit Scrutiny Committee**

During 2017-2018 the Committee held five informal joint meetings, at alternate venues with St Edmundsbury Borough Council's Performance and Audit Scrutiny Committee. In September, the Committee met separately to scrutinise and approve the Council's 2016-2017 Annual Statement of Accounts.

### **Scrutiny of Budget Savings**

The Performance and Audit Scrutiny Committee plays an integral role in delivering a sustainable budget for the Council. There were again significant levels of savings to be achieved, and the Committee scrutinised all proposals for growth and savings in the 2018-2019 budget before making recommendations to Cabinet.

This work commenced on 29 November 2017, with a report setting out progress made towards delivering a balanced budget for 2018-2019 and sustainable budget in the medium term, and recommended to Cabinet inclusion of the proposals to progress securing a balanced budget for 2018-2019 and sustainable budget in the medium term to 2021.

A further report was scrutinised by the Committee on 31 January 2018 on a number of proposals/changes over and above those considered by Members in November 2017, all of which were incorporated into the Budget and Council Tax Setting report considered by Cabinet on 13 February 2018.

### **Performance Management**

The Committee received on a quarterly basis the **West Suffolk Balanced Scorecards** being used to measure the Council's performance for the five Assistant Director's Service areas for 2017-2018 and an overview of performance against those indicators as well as the **West Suffolk Strategic Risk Register**.

## **Audit Responsibilities**

### Internal Audit

The Committee scrutinised the work of the **Internal Audit Team** towards achieving the 2017-2018 audit plan, with updates during the year at which the results of completed audits were discussed. At its 27 July 2017 meeting, the Committee approved an **Outline Internal Audit Plan for 2017-2018**.

The Accounts and Audit (England) Regulations 2011 require a **review of the effectiveness of internal audit** once a year. The review forms part of the review of the overall system of internal control required for the **Annual Governance Statement**. The Committee noted the report's conclusion, that internal audit was operating effectively and could be relied upon as a key source of evidence in the Annual Governance Statement.

The Council is required to produce and publish an **Annual Governance Statement** (AGS), which covers six core governance principles, and is approved by the Committee, and signed by the Leader of the Council and the Chief Executive Officer. The Annual Governance Statement had been prepared by the Officer Governance Group as a joint statement for Forest Heath District Council and St Edmundsbury Borough Council to reflect both councils working together and sharing services across West Suffolk. The Committee approved the AGS for signing by the Chief Executive and the Leader of the Council.

### External Auditors

Various reports from **Ernst and Young (EY)**, the Councils external auditors were considered over the year. On 25 May 2017 the **External Audit Plan and Fees 2016-2017 and 2017-2018 Indicative Fees** was received from EY which covered the work they planned to perform in order to provide the Council with an audit opinion on the Council's financial statements, and a statutory conclusion on its arrangements to secure economy, efficiency and effectiveness. The report summarised EY's proposed audit approach and scope for the 2016-2017 audit along with the planned fees to complete the work for 2016-2017, and also included the indicative fees for 2017-2018. At the same meeting EY presented the **Certification of Claims and Returns Annual Report 2015-2016**, which set out the results of the certification work which had been undertaken as part of the annual audit of grant claims to government departments.

In September 2017 EY presented the **2016-2017 ISA 260 Annual Governance Report** to the Committee, which set out the key messages arising from the audit of the Council's financial statements, and included an assessment of the Council's arrangements for securing value for money in its use of resources.

At its meeting held on 29 November 2017, EY presented the **2016-2017 Annual Audit Letter**, which confirmed the completion of the audit of the 2016-2017 financial statements.

At its meeting held on 31 January 2018, EY presented the **Certification of Claims and Returns Annual Report 2016-2017**, and the **External Audit Plan and Fees 2017-2018**.

## **Budget Monitoring**

**Budget Monitoring** reports were brought to the Committee quarterly, in order for it to flag up any areas of concern to the Cabinet. The Committee received the **Financial Outturn Report (Revenue and Capital) 2016-2017** at its meeting on 25 May 2017, following the 30 June deadline for production of the draft accounts for audit. The report included a financial commentary on the year, details of revenue and expenditure including budgeted and actual expenditure and an explanation of the main variances, and details of how services were paid for. Capital income and expenditure was also discussed, as well as reserves and treasury management.

On 31 May 2018, the Committee received the **Financial Outturn Report (Revenue and Capital) 2017-2018**, which included a financial commentary for the year.

The Committee scrutinised and approved the Council's **2016-2017 Annual Statement of Accounts** at its meeting on 21 September 2017. At the same meeting it scrutinised the External Auditors **2016-2017 ISA 260 Annual Governance Report** to those charged with governance and resolved the sign-off of this report, including the approval of the letter of representation on behalf of the Council.

## **Treasury Management**

The Committee is also responsible for scrutinising during the year the **Treasury Management Investment Activity and Performance Monitoring Reports (2017/2018)**, the **Treasury Management Policy Statement and Investment Strategy Statements 2018-2019** and **Treasury Management Code of Practice**.

## **Work Programme for 2018–2019**

The Overview and Scrutiny Committee carries out some of its work in “Task and Finish” groups, which undertake investigations and reviews and report back to the main Committee. This enables a greater number of Councillors to engage in scrutiny, as well as ensuring a Councillor lead on issues from the beginning of their review. The Performance and Audit Scrutiny Committee works differently in that the bulk of its work is set around its quarterly budget and performance monitoring responsibilities.

The Committee has access to resources, to assist it in carrying out its work programme, which can be used, for example, in engaging specialist assistance, obtaining evidence, carrying out site visits, and paying for meeting accommodation, training and development.

### **Overview and Scrutiny Committee**

The Overview and Scrutiny Committee has a rolling work programme, set a few meetings ahead, to enable it to be more reactive to changing priorities. In addition to any call-ins or Councillor Calls for Action which may arise, and additions to the rolling work programme through submitted work programme suggestions, the Overview and Scrutiny Committee will consider the following issues during the year:

- Cabinet Decisions Plan
- Barley Homes (Group) Limited
- Monitoring the Western Suffolk Community Safety Partnership
- West Suffolk Annual Report
- West Suffolk Housing Strategy

In addition to the above items, Extraordinary Informal Joint Scrutiny Sessions will be called, as necessary, with members of St Edmundsbury Borough Council’s Overview and Scrutiny Committee to enable common issues to be scrutinised jointly.

### **Performance and Audit Scrutiny Committee**

The Performance and Audit Scrutiny Committee will have the following responsibilities and will consider quarterly monitoring reports along these lines, jointly with St Edmundsbury Borough Council’s Performance and Audit Scrutiny Committee, as well as scrutinising the Council’s annual accounts, and making recommendations on delivering a sustainable budget for 2019-2020.

- Performance Management  
*(including West Suffolk Strategic Risk Management/Budget Monitoring/Corporate Compliments and Complaints)*
- Development of a Sustainable Budget
- Internal and external audit
- Financial Performance Outturn (Revenue and Capital)
- 2017-2018 Statement of Accounts
- Procurement
- Treasury Management

**For more information about how scrutiny works at Forest Heath District Council, please contact the Democratic Services Officer (Scrutiny) on (01638) 719729.**





# Forest Heath

District Council

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Forest Heath & St Edmundsbury councils

**West Suffolk**  
working together

**Approved by Council: XX September 2018**

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