

Joint Executive (Cabinet) Committee



St Edmundsbury
BOROUGH COUNCIL



Forest Heath
District Council

Title of Report:	Report of the Forest Heath and St Edmundsbury (Informal Joint) Performance and Audit Scrutiny Committee's: 28 November 2018	
Report No:	CAB/JT/18/050	
Report to and date:	Joint Executive (Cabinet) Committee	11 December 2018
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Purpose of report:	<p>On 28 November 2018, St Edmundsbury Borough Council's and Forest Heath District Council's Performance and Audit Scrutiny Committee's held an informal joint meeting together, and <u>considered the following six items jointly</u>:</p> <ol style="list-style-type: none"> (1) Mid-Year Internal Audit Progress Report 2018-2019; (2) 2018-2019 Performance Report – Quarter 2; (3) West Suffolk Strategic Risk Register Quarterly Monitoring Report – September 2018 (4) Building Control Business Development Plan Update – November 2018; (5) Work Programme Update; (6) Approach to Delivering a Sustainable West Suffolk Budget 2019-2020 and Medium Term Plan; and (7) Mid-Year Treasury Management Report and Investment Activity (April – September 2018) <p>Item (6) will be considered by the Shadow Executive (Cabinet), at its meeting on 5 February 2019.</p> <p>Separate reports for both Forest Heath and St Edmundsbury's Performance and Audit Scrutiny Committees are included on this Joint Executive (Cabinet) agenda for Item (7) above.</p>
Recommendation:	<p>It is <u>RECOMMENDED</u> that Report No: CAB/JT/18/050, being the report for both St Edmundsbury Borough Council's and Forest Heath District Council's Performance and Audit Scrutiny Committee's, be noted.</p>
Key Decision:	<p>No, it is not a Key Decision - <input checked="" type="checkbox"/> Report for information only.</p>
Consultation:	<ul style="list-style-type: none"> • See reports listed in Section 2 below.
Alternative option(s):	<ul style="list-style-type: none"> • See reports listed in Section 2 below.
Implications:	
<p>Are there any financial implications? If yes, please give details</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Please see background papers.</p>
<p>Are there any staffing implications? If yes, please give details</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Please see background papers.</p>

Are there any ICT implications? If yes, please give details	Yes <input type="checkbox"/> No <input type="checkbox"/> Please see background papers.
Are there any legal and/or policy implications? If yes, please give details	Yes <input type="checkbox"/> No <input type="checkbox"/> Please see background papers.
Are there any equality implications? If yes, please give details	Yes <input type="checkbox"/> No <input type="checkbox"/> Please see background papers.
Risk/opportunity assessment:	Please see background papers.
Ward(s) affected:	All Wards
Background papers:	Please see background papers, which are listed at the end of the report.
Documents attached:	None

1. Key issues and reasons for recommendation

1.1 Mid-Year Internal Audit Progress Report 2018-2019 (Report Nos: PAS/SE/18/030 and PAS/FH/18/034)

1.1.1 The Committees received and **noted** the report, which advised members of the work of Internal Audit for the first half of 2018-2019 and gave members a flavour of the variety of activities which were supported through the work of the team. Attached at Appendix A to the report was Mid-year Internal Audit Progress Report 2018-2019.

1.1.2 The report also provided an update on progress made against the 2018-2019 Internal Audit Plan previously approved by the Committee.

1.2 2018-2019 Performance Report – Quarter 2 (Report Nos: PAS/SE/18/031 and PAS/FH/18/035)

1.2.1 The Committees received and **noted** the report, which set out the performance for the second quarter and forecasted financial outturn position for 2018-2019.

1.2.2 In previous years Performance Indicators and Budget Monitoring figures were reported separately. It was now the intention to combine these reports in order to give a clearer indication of the councils' overall performance. This report showed the current Performance Indicators for the second quarter of 2018-2019, as set out in the following appendices, attached to the report:

- Appendix A: 2018-2019 Performance Indicators, Commentary;
- Appendices B to E: Performance Indicators by Strategic Priority;
- Appendix F: West Suffolk Income and Expenditure report;
- Appendices G to K: Financial Performance for Forest Heath District Council;
- Appendices L to P: Financial Performance St Edmundsbury Borough Council.

1.2.3 Each Assistant Director then presented their performance indicators set out either in the commentary section or Appendices A to E and highlighted key areas for the Committees attention.

1.2.4 Members considered the report in detail and asked questions of the Assistant Directors on their indicators, to which comprehensive responses were provided. In particular discussions were held on:

- F2: Number of households in Bed and Breakfast;
- F6: Residual household waste per household (kg)
- F7: Fly-tipping incidents;
- G1: Job growth over time;
- G5: High speed broadband;
- H2: Number of housing units delivered for affordable housing;
- Appendix E: D31 – Planning enforcement cases
- Appendix G: Recycling Performance Payment (Blue Bin)

1.3 **West Suffolk Strategic Risk Register Quarterly Monitoring Report – September 2018 (Report Nos: PAS/SE/18/032 and PAS/FH/18/036)**

- 1.3.1 The Committees received and **noted** the second quarterly risk register monitoring report in respect of the West Suffolk Strategic Risk Register. The Register was updated regularly by the Risk Management Group and at its recent meeting the Group reviewed the target risk, the risk level where the Council aimed to be, and agreed a current risk assessment. These assessments formed the revised West Suffolk Risk Register (Appendix 1). Some individual controls or actions had been updated and those which were not ongoing and had been completed by September 2018 had been removed from the Register.
- 1.3.2 There had been no major amendments to current risks during the reporting period, and no existing risk had been closed since the Strategic Risk Register was last report to the Committee.
- 1.3.3 Members considered the report, and in particular discussed Risk WS8(c) – Failure to deliver: Housing Agenda, to which comprehensive responses were provided.
- 1.3.4 The Committees did not raise any concerns which needed to be brought to the attention of the Joint Executive (Cabinet) Committee.

1.4 **Building Control Business Development Plan Update – November 2018 (Report Nos: PAS/SE/18/033 and PAS/FH/18/037)**

- 1.4.1 The Committees received and **noted** the above reports, which provided an update on the initial development areas and now included the new business development plan. This encompassed the original development plan plus more, including the joint approach being taken with Suffolk local authorities via a joint and funded programme.
- 1.4.2 An overview of the original plan was considered by the Committees in November 2017 (*Report Nos: PAS/SE/17/031 and PAS/FH/17/035*). The report also included an update on performance and income, as well as information on competition; the Hackett Review; resource; marketing; systems development; team/workforce development; shared budgeting model/practices with partners; performance and assurance framework; and an update on the Suffolk Building Control collaborative working.

Attached to the report were a number of Exempt appendices:

- Exempt Appendix 1: Summary of market baseline review
- Exempt Diagram 1: Key milestones for first 12 months once resource in place
- Exempt Diagram 2: Development plan
- Exempt Diagram 3: Partnership objectives

- 1.4.3 The Committees considered the report in detail, asked a number of questions, to which comprehensive responses were provided.

- 1.4.4 Members were pleased that there was competition for residents, and wished to congratulate the Building Control Team on its excellent work over the past year, which was a good news story.

1.5 **Work Programme Update Report Nos: PAS/SE/18/034 and PAS/FH/18/038)**

- 1.5.1 The Committee's received and **noted** the above reports, which provided information on the current status of its forward work programme for 2019.

2. Background Papers

- 2.1.1 Report No: [PAS/SE/18/030](#) and [PAS/FH/18/034](#) and [Appendix A](#) to the Performance and Audit Scrutiny Committees: Mid-Year Internal Audit Progress Report 2018-2019
- 2.1.2 Report No: [PAS/SE/18/031](#) and [PAS/FH/18/035](#) to the Performance and Audit Scrutiny Committees: 2018-2019 Performance Report – Quarter 2
- 2.1.3 Report No :[PAS/SE/18/032](#) and [PAS/FH/18/036](#) and [Appendix 1](#) to the Performance and Audit Scrutiny Committees: West Suffolk Strategic Risk Register Quarterly Monitoring Report – September 2018
- 2.1.4 Report No: [PAS/SE/18/033](#) and [PAS/FH/18/037](#) to the Performance and Audit Scrutiny Committees: Building Control Business Development Plan Update – November 2018
- 2.1.5 Report No: [PAS/SE/18/034](#) and [PAS/FH/18/038](#) to the Performance and Audit Scrutiny Committees: Work Programme Update