Informal Joint Performance and Audit Scrutiny Committee



Title of Report:	Work Programme Update	
Report No:	PAS/FH/16/004	
Report to and date:	Performance and Audit Scrutiny Committee	28 January 2016
Chairman of the Committee:	Colin Noble Chairman of the Performance and Audit Scrutiny Committee Tel: 07545 423795 Email : colin.noble@forest-heath.gov.uk	
Lead officer:	Christine Brain Scrutiny Officer Tel: 01638 719729 Email: Christine.brain@westsuffolk.gov.uk	
Purpose of report:	 Members are asked to consider and <u>note</u> the current status of its Work Programme attached at Appendix 1(A). Attached at Appendix 1(B), for information is the current position of the Work Programme for St Edmundsbury Borough Councils Performance and Audit Scrutiny Committee. 	
Recommendation:		

Performance and Audit Scrutiny Committee Work Programme (Forest Heath District Council)

Description	Lead Officer	
27 April 2016 (Time: 5.00pm)		
25 May 2016		
Informal Joint Meeting		
(Hosted by St Edmundsbu	ry Borough Council)	
Joint Reports		
Internal Audit Annual Report (2015-16) and	Service Manager (Internal Audit)	
Outline Internal Audit Plan (2016-17)		
Balanced Scorecard and Quarter 4	Head of Resources and Performance	
Performance Report 2015-16	Line d of Decouvers and Devfermence	
West Suffolk Strategic Risk Register – Quarter	Head of Resources and Performance	
4 Work Programma Undata	Scrutiny Officer	
Work Programme Update	Scrutiny Officer	
Forest Heath Specific Reports		
EY - Work on the Certification of Claims and	Head of Resources and Performance	
Returns	Thead of Resources and Performance	
EY – Presentation of the Annual Certification	Head of Resources and Performance	
Report 2014-2015	head of Resources and renormance	
EY – Presentation of the External Audit Plan	Head of Resources and Performance	
and Fees 2015-2016 and 2016-2017		
Indicative Fees		
Financial Outturn Report (Revenue and	Head of Resources and Performance	
Capital) 2015-2016		
July 2016 (Time: 5.00pm)		
Ínformal Joint	Meeting	
(Hosted by St Edmundsbu		
Joint Reports		
Balanced Scorecard and Quarter 1	Head of Resources and Performance	
Performance Report 2016-2017		
West Suffolk Strategic Risk Register – Quarter	Head of Resources and Performance	
1- June 2016		
Work Programme Update	Scrutiny Officer	
Forest Heath Specific Reports		
Financial Performance Report (Revenue and	Head of Resources and Performance	
Capital) Quarter 1 – 2016-2017		
Annual Treasury Management Report 2015-	Head of Resources and Performance	
2016 and Investment Activity (April – June		
2016)		
September 2016 (Time: 6.00pm)		
EY - Presentation of 2015-2016 ISA 260	Head of Resources and Performance	
Annual Results Report to those charged with		
Governance		
	1	

West Suffolk Annual Governance Statement 2015-2016	Head of Resources and Performance
2015-2016 Statement of Accounts	Head of Resources and Performance
Annual Corporate Environmental Statement 2015-2016	Environment Manager
Delivering a Sustainable Budget 2017-2018	Head of Resources and Performance
Work Programme Update	Scrutiny Officer
November 2016 (Time: 5.00pm)	
Informal Joint	Meeting
(Hosted by Forest Heath	_
Joint Reports	
Mid-year Internal Audit Progress Report 2016-2017	Service Manager (Internal Audit)
Balanced Scorecards Quarter 2 Performance Report 2016-2017	Head of Resources and Performance
West Suffolk Strategic Risk Register Quarterly Monitoring Report – September 2016	Head of Resources and Performance
Work Programme Update	Scrutiny Officer
Forest Heath Specific Reports	
EY – Presentation of Annual Audit Letter 2015-2016	Head of Resources and Performance
Financial Performance Report (Revenue and Capital) Quarter 2 – 2016-2017	Head of Resources and Performance
Delivering a Sustainable Budget 2017-2018 Update	Head of Resources and Performance
Mid-Year Treasury Management Report and Investment Activity (April – September 2016)	Head of Resources and Performance
January 2017 (Time: 5.00pm)	
Informal Joint	
(Hosted by St Edmundsbu	ry Borough Council)
Joint Reports	
Balanced Scorecards Quarter 3 Performance Report 2016-2017	Head of Resources and Performance
West Suffolk Strategic Risk Register Quarterly Monitoring Report – December 2016	Head of Resources and Performance
Work Programme Update	Scrutiny Officer
Forest Heath Specific Reports	
Financial Performance Report (Revenue and Capital) Quarter 3 – 2016-2017	Head of Resources and Performance
Delivering a Sustainable Budget 2017-2018 Update	Head of Resources and Performance
Treasury Management Report 2016-2017 - Investment Activity (April – December 2016)	Head of Resources and Performance
Annual Treasury Management and Investment Strategy Statements 2017-2018	Head of Resources and Performance

May 2017 (Time: 5.00pm) Informal Joint Meeting (Hosted by Forest Heath District Council)		
Joint Reports		
Internal Audit Annual Report (2016-2017) and Outline Internal Audit Plan (2017-2018)	Service Manager (Internal Audit)	
Balanced Scorecard and Quarter 4 Performance Report 2016-2017	Head of Resources and Performance	
West Suffolk Strategic Risk Register – Quarter 4	Head of Resources and Performance	
Work Programme Update	Scrutiny Officer	
Forest Heath Specific Reports		
EY – Presentation of the Annual Certification Report 2015-2016	Head of Resources and Performance	
EY – Presentation of the External Audit Plan and Fees 2016-2017 and 2017-2018 Indicative Fees	Head of Resources and Performance	
Financial Outturn Report (Revenue and Capital) 2016-2017	Head of Resources and Performance	

Future Items to be Programmed

1) Key Performance Indicator (WS/HOU009) – Report on the Future of the West Suffolk Lettings Partnership

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Work Programme Update	Scrutiny Officer		
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1- June 2016	rieau or Resources and Performance		
Work Programme Update	Scrutiny Officer		
St Edmundsbury Specific Reports			
Financial Performance Report (Revenue and	Head of Resources and Performance		
Capital) Quarter 1 – 2016-2017			
Annual Performance Report for The Apex	Service Manager (Commercial)		
Annual Treasury Management Report 2015-	Head of Resources and Performance		
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