

Informal Joint Performance and Audit Scrutiny Committee



Forest Heath
District Council

Title of Report:	Work Programme Update	
Report No:	PAS/FH/17/003	
Report to and date:	Performance and Audit Scrutiny Committee	25 January 2017
Chairman of the Committee:	Louis Busuttil Chairman of the Performance and Audit Scrutiny Committee Tel: 01638 810517 Email: louis.busuttil@forest-heath.gov.uk	
Lead officer:	Christine Brain Democratic Services Officer (Scrutiny) Tel: 01638 719729 Email: Christine.brain@westsuffolk.gov.uk	
Purpose of report:	Members are asked to consider and note the current status of its Work Programme attached at Appendix 1 .	
Recommendation:	Performance and Audit Scrutiny Committee: It is <u>RECOMMENDED</u> that: Members consider and <u>note</u> the current status of its Work Programme for 2017-2018.	

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

Description	Lead Officer
25 May 2017 (Time: 5.00pm)	
Informal Joint Meeting (Hosted by Forest Heath District Council)	
Joint Reports	
Internal Audit 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	Democratic Services Officer (Scrutiny)
Forest Heath Specific Reports	
EY – Certification of Claims and Returns Annual 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
July 2017 (Time: 5.00pm)	
Informal Joint Meeting (Hosted by St Edmundsbury Borough Council)	
Joint Reports	
Balanced Scorecard and Quarter 1 Performance Report 2017-2018	Head of Resources and Performance
West Suffolk Strategic Risk Register – Quarter 1 – June 2017	Head of Resources and Performance
Work Programme Update	Democratic Services Officer (Scrutiny)
Forest Heath Specific Reports	
Financial Performance Report (Revenue and Capital) Quarter 1 – 2017-2018	Head of Resources and Performance
Annual Treasury Management Report 2016-2017 and Investment Activity (April – June 2017)	Head of Resources and Performance

September 2017 (Time: 5.00pm)	
EY – Presentation of 2016-2017 ISA 260 Annual Results Report to those Charged with Governance	Head of Resources and Performance
West Suffolk Annual Governance Statement 2016-2017	Head of Resources and Performance
2016-2017 Statement of Accounts	Head of Resources and Performance
Annual Corporate Environmental Statement 2016-2017	Environment Manager
Work Programme Update	Democratic Services Officer (Scrutiny)
November 2017 (Time: 5.00pm) Informal Joint Meeting (Hosted by Forest Heath District Council)	
Joint Reports	
Mid-year Internal Audit Progress Report 2017-2018	Service Manager (Internal Audit)
Balanced Scorecards Quarter 2 Performance Report 2017-2018	Head of Resources and Performance
West Suffolk Strategic Risk Register Quarterly Monitoring Report – September 2017	Head of Resources and Performance
Work Programme Update	Democratic Services Officer (Scrutiny)
Forest Heath Specific Reports	
EY – Presentation of Annual Audit Letter 2016-2017	Head of Resources and Performance
Financial Performance Report (Revenue and Capital) Quarter 2 – 2017-2018	Head of Resources and Performance
Delivering a Sustainable Budget Medium Term Financial Strategy 2018-2020	Head of Resources and Performance
Mid-year Treasury Management Report and Investment Activity (April – September 2017)	Head of Resources and Performance
January 2018 (Time: 5.00pm) Informal Joint Meeting (Hosted by St Edmundsbury Borough Council)	
Joint Reports	
Balanced Scorecards Quarter 3 Performance Report 2017-2018	Head of Resources and Performance
West Suffolk Strategic Risk Register Quarterly Monitoring Report – December 2017	Head of Resources and Performance
Work Programme Update	Democratic Services Officer (Scrutiny)
Forest Heath Specific Reports	
Financial Performance Report (Revenue and Capital) Quarter 3 – 2017-2018	Head of Resources and Performance
Delivering a Sustainable Budget Medium Term Financial Strategy 2018/20 – Update	Head of Resources and Performance
Treasury Management Report 2017-2018 and Investment Activity (April – December 2017)	Head of Resources and Performance
Annual Treasury Management and Investment Strategy Statements 2018-2019	Head of Resources and Performance

May 2018 (Time: 5.00pm)	
Informal Joint Meeting (Hosted by Forest Heath District Council)	
Joint Reports	
Internal Audit Report (2017-2018) and Outline Internal Audit Plan (2018-2019)	Service Manager (Internal Audit)
Balanced Scorecard and Quarter 4 Performance Report 2017-2018	Head of Resources and Performance
West Suffolk Strategic Risk Register – Quarter 4	Head of Resources and Performance
Work Programme Update	Democratic Services Officer (Scrutiny)
Forest Heath Specific Reports	
EY – Presentation of the Annual Certification Report 2016-2017	Head of Resources and Performance
EY – Presentation of the External Audit Plan and Fees 2017-2018 and 2018-2019 Indicative Fees	Head of Resources and Performance
Financial Outturn Report (Revenue and Capital) 2017-2018	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