

# Informal Joint Performance and Audit Scrutiny Committee



*St Edmundsbury*  
BOROUGH COUNCIL

<b>Title of Report:</b>	<b>Work Programme Update</b>	
<b>Report No:</b>	<b>PAS/SE/17/003</b>	
<b>Report to and date:</b>	<b>Performance and Audit Scrutiny Committee</b>	25 January 2017
<b>Chairman of the Committee:</b>	Sarah Broughton Chairman of the Performance and Audit Scrutiny Committee <b>Tel:</b> 01284 787327 <b>Email:</b> <a href="mailto:sarah.broughton@stedsbc.gov.uk">sarah.broughton@stedsbc.gov.uk</a>	
<b>Lead officer:</b>	Christine Brain Democratic Services Officer (Scrutiny) <b>Tel:</b> 01638 719729 <b>Email:</b> <a href="mailto:Christine.brain@westsuffolk.gov.uk">Christine.brain@westsuffolk.gov.uk</a>	
<b>Purpose of report:</b>	Members are asked to consider and <b>note</b> the current status of its Work Programme attached at <b>Appendix 1</b> .	
<b>Recommendation:</b>	<b>Performance and Audit Scrutiny Committee:</b>  <b>It is <u>RECOMMENDED</u> that:</b>  <b>Members consider and <u>note</u> the current status of its Work Programme for 2017 - 2018.</b>	

## Performance and Audit Scrutiny Committee Work Programme (St Edmundsbury Borough Council)

<b>Description</b>	<b>Lead Officer</b>
<b>25 May 2017 (Time: 5.00pm)</b>	
<b>Informal Joint Meeting (Hosted by Forest Heath District Council)</b>	
<b>Joint Reports</b>	
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)
<b>St Edmundsbury Specific Reports</b>	
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
<b>July 2017 (Time: 5.00pm)</b>	
<b>Informal Joint Meeting (Hosted by St Edmundsbury Borough Council)</b>	
<b>Joint Reports</b>	
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)
<b>St Edmundsbury Specific Reports</b>	
Financial Performance Report (Revenue and Capital) Quarter 1 – 2017-2018	Head of Resources and Performance
Annual Performance Report for The Apex	Service Manager (Commercial)
Annual Treasury Management Report 2016-2017 and Investment Activity (April - June 2017)	Head of Resources and Performance

<b>September 2017 (Time: 5.00pm)</b>	
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
Work Programme Update	Democratic Services Officer (Scrutiny)
<b>November 2017 (Time: 5.00pm) Informal Joint Meeting (Hosted by Forest Heath District Council)</b>	
<b>Joint Reports</b>	
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)
<b>St Edmundsbury Specific Reports</b>	
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
<b>January 2018 (Time: 5.00pm) Informal Joint Meeting (Hosted by St Edmundsbury Borough Council)</b>	
<b>Joint Reports</b>	
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)
<b>St Edmundsbury Specific Reports</b>	
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

<b>May 2018 (Time: 5.00pm)</b>	
<b>Informal Joint Meeting (Hosted by Forest Heath District Council)</b>	
<b>Joint Reports</b>	
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)
<b>St Edmundsbury Specific Reports</b>	
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