

Informal Joint Performance and Audit Scrutiny Committee



Forest Heath
District Council

Title of Report:	Work Programme Update	
Report No:	PAS/FH/18/003	
Report to and date:	Performance and Audit Scrutiny Committee	31 January 2018
Chairman of the Committee:	Councillor 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:	To update members on the current status of its Work Programme, attached at Appendix 1.	
Recommendation:	Performance and Audit Scrutiny Committee: It is <u>RECOMMENDED</u> that: 1) Members review the current status of its Work Programme for 2018-2019. 2) Members are asked to identify potential topics for future scrutiny on service performance.	

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

Description	Lead Officer
31 May 2018 (Time: 5.00pm)	
Informal Joint Meeting (Hosted by Forest Heath District Council)	
Joint Reports	
External Quality Assessment of Internal Audit Outcomes	Service Manager (Internal Audit)
Appointment of External Audits for the Provision of Housing Benefits Certification Services	Service Manager (Finance and Performance)
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	Senior Business Partner (Resources and Performance)
Balanced Scorecards Indicators and Targets for 2018-2019	Senior Business Partner (Resources and Performance)
West Suffolk Strategic Risk Register Quarterly Monitoring Report – March 2018	Assistant Director (Resources and Performance)
Work Programme Update	Democratic Services Officer (Scrutiny)
Forest Heath Specific Reports	
Financial Outturn Report (Revenue and Capital) 2017-2018	Assistant Director (Resources and Performance)
Ernst and Young – External Audit 2018-2019 Indicative Fees	Assistant Director (Resources and Performance)
July 2018 (Time: 6.00pm)	
Venue – St Edmundsbury Borough Council (Annual Accounts)	
Ernst and Young – 2017-2018 ISA 260 Annual Results Report to those Charged with Governance	Assistant Director (Resources and Performance)
West Suffolk Annual Governance Statement 2017-2018	Service Manager (Internal Audit)
2017-2018 Statement of Accounts	Assistant Director (Resources and Performance)
Annual Treasury Management Report 2017-2018 and Investment Activity (April to June 2018)	Service Manager (Finance and Performance)
Work Programme Update	Democratic Services Officer (Scrutiny)

September 2018 (Time: 5.00pm)	
Informal Joint Meeting	
(Hosted by St Edmundsbury Borough Council)	
Balanced Scorecards and Quarter 1 Performance Report 2018-2019	Senior Business Partner (Resources and Performance)
West Suffolk Strategic Risk Register Monitoring Report – June 2018	Senior Business Partner (Resources and Performance)
Annual Corporate Environmental Statement 2017-2018	Service Manager (Environmental Health)
Work Programme Update	Democratic Services Officer (Scrutiny)
Forest Heath Specific Reports	
Financial Performance Report (Revenue and Capital) 2018-2019 - Quarter 1 (April to June 2018)	Assistant Director (Resources and Performance)
November 2018 (Time: 5.00pm)	
Informal Joint Meeting	
(Hosted by Forest Heath District Council)	
Mid-Year Internal Audit Progress Report 2018-2019	Service Manager (Internal Audit)
Balanced Scorecards and Quarter 2 Performance Report 2018-2019	Senior Business Partner (Resources and Performance)
West Suffolk Strategic Risk Register Monitoring Report – September 2018	Senior Business Partner (Resources and Performance)
Work Programme Update	Democratic Services Officer (Scrutiny)
Forest Heath Specific Reports	
Ernst and Young – Annual Audit Letter 2017-2018	Assistant Director (Resources and Performance)
Financial Performance Report (Revenue and Capital) 2018-2019 - Quarter 2 (April to September 2018)	Assistant Director (Resources and Performance)
Delivering a Sustainable Medium Term Financial Strategy 2019-2022	Assistant Director (Resources and Performance)
Mid-Year Treasury Management Report and Investment Activity (April – September 2018)	Service Manager (Finance and Performance)
January 2019 (Time: 5.00pm)	
Informal Joint Meeting	
(Hosted by St Edmundsbury Borough Council)	
Balanced Scorecards and Quarter 3 Performance Report 2018-2019	Senior Business Partner (Resources and Performance)
West Suffolk Strategic Risk Register Monitoring Report – December 2018	Senior Business Partner (Resources and Performance)
Work Programme Update	Democratic Services Officer (Scrutiny)
Forest Heath Specific Reports	
Ernst and Young – Certification of Claims and Returns Annual Report (2017-2018)	Assistant Director (Resources and Performance)

Ernst and Young – External Audit Plan and Fees 2018-2019 and 2019-2020 Indicative Fees	Assistant Director (Resources and Performance)
Financial Performance Report (Revenue and Capital) 2018-2019 - Quarter 3 (April to December 2018)	Assistant Director (Resources and Performance)
Delivering a Sustainable Medium Term Financial Strategy 2019-2022 – Update	Assistant Director (Resources and Performance)
Treasury Management Report 2018-2019 Investment Activity -(April to December 2018)	Service Manager (Finance and Performance)
Treasury Management Policy Statement and Investment Strategy 2019-2020 and Treasury Management Code of Practice	Service Manager (Finance and Performance)
May 2019 (Time: 5.00pm)	
Informal Joint Meeting (Hosted by Forest Heath District Council)	
Internal Audit Report (2018-2019) and Outline Internal Audit Plan (2019-2020)	Service Manager (Internal Audit)
Balanced Scorecard and Quarter 4 Performance Report 2018-2019	Senior Business Partner (Resources and Performance)
Balanced Scorecards Indicators and Targets for 2019-2020	Senior Business Partner (Resources and Performance)
West Suffolk Strategic Risk Register Quarterly Monitoring Report – March 2019	Assistant Director (Resources and Performance)
Work Programme Update	Democratic Services Officer (Scrutiny)
Forest Heath Specific Reports	
Financial Outturn Report (Revenue and Capital) 2018-2019	Assistant Director (Resources and Performance)