

Informal Joint Performance and Audit Scrutiny Committee



Forest Heath
District Council

Title of Report:	Work Programme Update	
Report No:	PAS/FH/15/003	
Decisions plan reference:	Not applicable.	
Report to and date:	Performance and Audit Scrutiny Committee	29 January 2015
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:	<ol style="list-style-type: none"> Members are asked to consider and note 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: It is <u>RECOMMENDED</u> that: Members consider and <u>note</u> the current status of its Work Programme.	

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

Description	Lead Officer
Early June 2015 (Time: 5.00pm)	
Informal Joint Meeting (Hosted by St Edmundsbury Borough Council)	
Joint Reports	
Internal Audit Annual Report (2014-15) and Outline Internal Audit Plan (2015-16)	Internal Audit Manager
Annual Governance Statement (2013-14) Action Plan Review	Internal Audit Manager
Key Performance Indicators 2015-16 and Quarter 4 2014-15 Performance Report	Resources and Performance Business Partner
West Suffolk Strategic Risk Quarter 4 (March 2015)	Service Manager (Finance and Performance)
Biannual Corporate Complaints and Compliments Digest (Oct 2014 March 2015)	Head of Families and Communities
Work Programme Update	Scrutiny Officer
Forest Heath Specific Reports	
EY – Presentation of the Annual Certification Report (2013-14)	Head of Resources and Performance
EY – Presentation of External Audit Plan and Fees 2014-15 and 2015-16 Indicative Fees	Head of Resources and Performance
End July 2015 (Time: 5.00pm)	
Informal Joint Meeting (Hosted by Forest Heath District Council)	
Joint Reports	
Key Performance Indicators and Quarter 1 Performance Report 2015-2016	Resources and Performance Business Partner
West Suffolk Strategic Risk (June 2015)	Service Manager (Finance and Performance)
Work Programme Update	Scrutiny Officer
Forest Heath Specific Reports	
Financial Outturn Report (Revenue and Capital (2014-2015)	Head of Resources and Performance
Financial Performance Report (Revenue and Capital) Quarter 1 (April – June 2015)	Service Manager (Finance and Performance)
End September 2015 (Time: 6.00pm)	
EY – Presentation of 2014-2015 ISA 260 Annual Governance Report to those Charged with Governance	Head of Resources and Performance
Annual Governance Statement 2014-2015	Head of Resources and Performance
2014-2015 Statement of Accounts	Head of Resources and Performance
Annual Corporate Environmental Statement 2014-2015	Environment Manager
Work Programme Update	Scrutiny Officer

Late November 2015 (Time: 5.00pm) Informal Joint Meeting (Hosted by St Edmundsbury Borough Council)	
Joint Reports	
Mid-year Internal Audit Progress Report 2015/16	Internal Audit Manager
KPI and Quarter 2 Performance Report (2015-2016)	Resources and Performance Business Partner
West Suffolk Strategic Risk Register Quarterly Monitoring Report – Sept 2015	Service Manager (Finance and Performance)
Biannual Corporate Complaints and Compliments Report	Head of Families and Communities
Work Programme Update	Scrutiny Officer
Forest Heath Specific Reports	
EY- Presentation of Annual Audit Letter (2014-2015)	Head of Resources and Performance
Financial Performance Report (Revenue and Capital) Quarter 2 – 2015-16	Service Manager (Resources and Performance)
Delivering a Sustainable Budget 2016-2017 and Budget Consultation Results	Head of Resources and Performance

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West Suffolk Strategic Risk Quarter 4 –March 2015)	Service Manager (Finance and Performance)
Biannual Corporate Complaints and Compliments Digest (Oct 2014 March 2015)	Head of Families and Communities
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St Edmundsbury Specific Reports	
EY – Presentation of the Annual Certification Report (2013-14)	Head of Resources and Performance
EY – Presentation of External Audit Plan and Fees 2014-15 and 2015-16 Indicative Fees	Head of Resources and Performance
End July 2015 (Time: 5.00pm) Informal Joint Meeting (Hosted by Forest Heath District Council)	
Joint Reports	
Key Performance Indicators and Quarter 1 Performance Report 2015-2016	Resources and Performance Business Partner
West Suffolk Strategic Risk (June 2015)	Service Manager (Resources and Performance)
Work Programme Update	Scrutiny Officer
St Edmundsbury Specific Reports	
Annual Performance Report on the Apex	Commercial Manager
Financial Outturn Report (Revenue and Capital (2014-2015)	Head of Resources and Performance
Financial Performance Report (Revenue and Capital) Quarter 1 (April – June 2015)	Service Manager (Resources and Performance)
Annual Treasury Management Report 2014-2015 & Investment Activity 1 April-30 June 2015	Service Manager (Resources and Performance)

End September 2015 (Time: 4.30pm)	
EY – Presentation of 2014-2015 ISA 260 Annual Governance Report to those Charged with Governance	Head of Resources and Performance
Annual Governance Statement 2014-2015	Head of Resources and Performance
2014-2015 Statement of Accounts	Head of Resources and Performance
Work Programme Update	Scrutiny Officer
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St Edmundsbury Specific Reports	
EY- Presentation of Annual Audit Letter (2014-2015)	Head of Resources and Performance
Financial Performance Report (Revenue and Capital) Quarter 2 – 2015-16	Service Manager (Resources and Performance)
Delivering a Sustainable Budget 2016-2017 and Budget Consultation Results	Head of Resources and Performance
Mid-year Treasury Management Performance Report and Investment Activity (April – Sept 2015)	Service Manager (Resources and Performance)