

# 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/15/012</b>	
<b>Report to and date:</b>	<b>Performance and Audit Scrutiny Committee</b>	4 June 2015
<b>Chairman of the Committee:</b>	Sarah Broughton Chairman of the Performance and Audit Scrutiny Committee <b>Tel:</b> 01284 787327 <b>Email:</b> sarah.broughton@stedsbc.gov.uk	
<b>Lead officer:</b>	Christine Brain Scrutiny Officer <b>Tel:</b> 01638 719729 <b>Email:</b> Christine.brain@westsuffolk.gov.uk	
<b>Purpose of report:</b>	<p>1. Members are asked to consider and <b>note</b> the current status of its Work Programme attached at <b>Appendix 1(A)</b>.</p> <p>2. Attached at <b>Appendix 1(B)</b>, for information is the current position of the Work Programme for Forest Heath District Councils Performance and Audit Scrutiny Committee.</p>	
<b>Recommendation:</b>	<p><b>Performance and Audit Scrutiny Committee:</b></p> <p><b>It is <u>RECOMMENDED</u> that:</b></p> <p><b>Members consider and <u>note</u> the current status of its Work Programme.</b></p>	

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

Description	Lead Officer
<b>30 July 2015 (Time: 5.00pm)</b>	
<b>Informal Joint Meeting (Hosted by Forest Heath District Council)</b>	
<b>Joint Reports</b>	
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
<b>St Edmundsbury Specific Reports</b>	
Annual Performance Report on the Apex	Commercial Manager
Financial Performance Report (Revenue and Capital) Quarter 1 (April – June 2015)	Service Manager (Finance and Performance)
Annual Treasury Management Report 2014-2015 & Investment Activity 1 April-30 June 2015	Service Manager (Finance and Performance)
<b>23 September 2015 (Time: 4.30pm)</b>	
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
<b>25 November 2015 (Time: 5.00pm)</b>	
<b>Informal Joint Meeting (Hosted by St Edmundsbury Borough Council)</b>	
<b>Joint Reports</b>	
Mid-year Internal Audit Progress Report 2015/16	Service Manager (Internal Audit)
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

<b>St Edmundsbury Specific Reports</b>	
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 (Finance and Performance)
Delivering a Sustainable Budget 2016-2017 and Budget Consultation Results	Head of Resources and Performance
Car Park Tariffs 2016-2017	Head of Operations
Mid-year Treasury Management Performance Report and Investment Activity (April – Sept 2015)	Service Manager (Finance and Performance)
<b>28 January 2016 (Time: 5.00pm) Informal Joint Meeting (Hosted by Forest Heath District Council)</b>	
<b>Joint Reports</b>	
KPI and Quarter 3 Performance Report (2015-2016)	Resources and Performance Business Partner
West Suffolk Strategic Risk Register Quarterly Monitoring Report – Dec 2015	Service Manager (Finance and Performance)
Work Programme Update	Scrutiny Officer
<b>St Edmundsbury Specific Reports</b>	
Financial Performance Report (Revenue and Capital) Quarter 3 – 2015-16	Service Manager (Resources and Performance)
Delivering a Sustainable Budget 2016-2017 Update	Head of Resources and Performance
Treasury Management Report 2015/16 – Investment Activity 1 April to 31 Dec 2015	Service Manager (Finance and Performance)
Annual Treasury Management and Investment Strategy Statements 2016/17	Service Manager (Finance and Performance)

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

Description	Lead Officer
<b>30 July 2015 (Time: 5.00pm)</b>	
<b>Informal Joint Meeting (Hosted by Forest Heath District Council)</b>	
<b>Joint Reports</b>	
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
<b>Forest Heath Specific Reports</b>	
Financial Performance Report (Revenue and Capital) Quarter 1 (April – June 2015)	Service Manager (Finance and Performance)
Annual Treasury Management Report 2014-2015 & Investment Activity 1 April-30 June 2015	Service Manager (Finance and Performance)
<b>24 September 2015 (Time: 6.00pm)</b>	
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
<b>25 November 2015 (Time: 5.00pm)</b>	
<b>Informal Joint Meeting (Hosted by St Edmundsbury Borough Council)</b>	
<b>Joint Reports</b>	
Mid-year Internal Audit Progress Report 2015/16	Service Manager (Internal Audit)
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

<b>Forest Heath Specific Reports</b>	
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 (Finance 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 (Finance and Performance)
<b>28 January 2016 (Time: 5.00pm) Informal Joint Meeting (Hosted by Forest Heath District Council)</b>	
<b>Joint Reports</b>	
KPI and Quarter 3 Performance Report (2015-2016)	Resources and Performance Business Partner
West Suffolk Strategic Risk Register Quarterly Monitoring Report – Dec 2015	Service Manager (Finance and Performance)
Work Programme Update	Scrutiny Officer
<b>Forest Heath Specific Reports</b>	
Financial Performance Report (Revenue and Capital) Quarter 3 – 2015-16	Service Manager (Finance and Performance)
Delivering a Sustainable Budget 2016-2017 Update	Head of Resources and Performance
Treasury Management Report 2015/16 – Investment Activity 1 April to 31 Dec 2015	Service Manager (Finance and Performance)
Annual Treasury Management and Investment Strategy Statements 2016/17	Service Manager (Finance and Performance)