

**PERFORMANCE AND AUDIT SCRUTINY COMMITTEE
WORK PROGRAMME**

(following meetings on 20th May and 16th June 2008)

ISSUE	MEETING
Strategic Risk Register	Report (detailed) submitted on 20th May 2008 was carried forward . Quarterly (exception report). Next (new report) to be considered 9th September 2008. Every six months (detailed report). Next (new report) to be considered 18th November 2008.
SR/19 (LDF Timely Information)	Director of Development to report on progress – 1st July 2008.
SR/20 (Affordable Housing Target)	Director of Development to submit affordable housing trajectory – 1st July 2008. Director of Housing and Health to submit list of expected RSL completions – 1st July 2008.
SR/21 (Concessionary Travel)	Director of Development to submit report on costs/costs recovery – 1st July 2008.
Treasury Management and Borrowing under Prudential Guidelines	Annually. Next to be considered 1st July 2008.
Internal Audit – Action Plan for Implementing Improvements (arising from Reviews)	1st July 2008.
Report on Progress on above Action Plan	9th September 2008.
Internal Audit - Strategy	9th September 2008.
Review of Functions of Performance and Audit Scrutiny Committee	9th September 2008.
Performance Indicators	Quarterly. Appropriate officers to attend in respect of Indicators reported as significantly off target. Next to be considered 9th September 2008.

Progress on Internal Audit Plan 2008/09	Report submitted on 20th May 2008 (relating to 2007/08) was carried forward . Quarterly. Next (new report) to be considered 9th September 2008.
Follow-up Audit Report for Contract Management	To be submitted to Committee, once available.
Human Resource Issues	Quarterly. Next to be considered 9th September 2008.
Draft Budgets and Service Delivery Plans 2009/10 (Including Medium Term Financial Strategy and Loughborough Special Rate)	Annually. To be programmed for December 2008 (additional meeting) prior to consideration by Scrutiny Commission in January 2009.
Climate Change Strategy Action Plan – Performance	Annually. Next to be considered 20th January 2009.
Use of Temporary and Agency Staff – Information on amounts spent, where spent and for what purpose	Annually. Next to be considered May 2009 (as part of one of quarterly Human Resource Issues reports referred to above).
2008/09 Statement of Accounts	Annually. To be considered June 2009 (<i>additional meeting</i>) prior to consideration by Council in June 2009.
Local Code of Corporate Governance Compliance and Corporate Governance Statement	Annually. Next to be considered June 2009 (<i>additional meeting - 2008/09 Statement of Accounts</i>).
Internal Review of Effectiveness of Internal Audit	Annually. Next to be considered June 2009 (<i>additional meeting - 2008/09 Statement of Accounts</i>).
Internal Audit - Annual Report 2008/09	Annually. Next to be considered June 2009 (<i>additional meeting - 2008/09 Statement of Accounts</i>).
Housing Function and Charnwood Neighbourhood Housing Computer Systems	Concern regarding duplication of functions. Report of the Director of Housing and Health. To be programmed.
Leisure and Culture Best Value Improvement Plan	To be programmed.

Consideration of the following is ongoing/as required:

- Internal and External Audit Business;
- Capital and Revenue Monitoring (General Fund and Housing Revenue Account), including Out-turn.