

PERFORMANCE AND FINANCE SELECT COMMITTEE

WORK PROGRAMME 2005/06

To be agreed at meeting of the PFSC on 22nd June 2005

Chair of Select Committee:-

Cllr Nerva (as of 19/07/05)

Lead Officers for Select Committee:-

Duncan McLeod / Phil Newby

Date of Meeting	Item of Business	Lead Officer / Report Author	Report/ presentation?	Date of despatch
22 June 2005	Revenue and Benefits Progress Report	Margaret Read	Written update report & Capita attending	Tuesday, 14 th June 2005
22 June 2005	2005/06 Audit & Inspection Plan and Internal Audit Plan	Simon Lane	Written report	Tuesday, 14 th June 2005
22 June 2005	2003/04 Joint Audit and Inspection Letter and Council's Action Plan	Duncan McLeod	Written report & PWC attending	Tuesday, 14 th June 2005
22 June 2005	Statement of Internal Control	Simon Lane	Written report	Tuesday, 14 th June 2005
22 June 2005	Annual Work Programme 2005-2006	PRU	This document and any papers regarding proposed work for the year	Tuesday, 14 th June 2005
6 th September 2005	Revenue and Capital Monitoring Report	Duncan McLeod	Executive reports plus accompanying 1 page summary report	Friday, 26 th August 2005
6 th September 2005	Risk Management Strategy Report (requested at June meeting)	Peter Stachniewski		Friday, 26 th August 2005
6 th September 2005	Vital Signs (latest quarter /	PRU		Friday, 26 th August 2005

	new format)			
6 th September 2005	Annual Work Programme	Democratic Services	For Information Only	Friday, 26 th August 2005
6 th September 2005	Task Group Proposals (Customer Satisfaction Survey?)	PRU		Friday, 26 th August 2005
6 th September 2005	LPSA Monitoring Report (Local Public Service Agreement)	PRU/ Peter Stachniewski		Friday, 26 th August 2005
6 th September 2005	Ask members to pick issues of concern on Vital Signs do that a more detailed investigation can take place at November meeting			Friday, 26 th August 2005
9 th November 2005	Annual Audit Reports	Simon Lane	(Previously Sept 2005)	Friday, 26 th August 2005
9 th November 2005	BHP Update on Performance	Mukesh Upadhyay	Report	Tuesday, 1 st November 2005
9 th November 2005	Vital Signs (if available)	PRU	To be circulated separately	Tuesday, 1 st November 2005
9 th November 2005	Revenue and Capital Monitoring Report	Duncan McLeod		Tuesday, 1 st November 2005
9 th November 2005	CPA – Update Report	PRU	DEFERRED	Tuesday, 1 st November 2005 DEFERRED
9 th November 2005	Annual Audit Report	Simon Lane / Duncan McLeod		Tuesday, 1 st November 2005
9 th November 2005	Revenues Update	Duncan McLeod		Tuesday, 1 st November 2005
9 th November 2005	Annual Work Programme	Democratic Services	For Information Only	Tuesday, 1 st November 2005
9 th November 2005	Investigation into specific performance issue (following consideration of Vital signs in September)	Exclusions – LI1 Robberies – LPSA4	Report Report	Tuesday, 1 st November 2005
9 th November 2005	Task Group Update	Kevin Quigley (PRU)	Verbal Update	
18 th January 2006	CPA – Report Back on refresh Score	PRU		Tuesday, 10 th January 2006

18 th January 2006	Presentation of Task Group Final Report	PRU		Tuesday, 10 th January 2006
18 th January 2006	Benefits Update	Margaret Read		Tuesday, 10 th January 2006
18 th January 2006	Risk Management Update	Duncan McLeod/ Simon Lane		Tuesday, 10 th January 2006
18 th January 2006	Vital Signs (if available)	PRU		Tuesday, 10 th January 2006
18 th January 2006	Annual Work Programme	Democratic Services	For Information Only	Tuesday, 10 th January 2006
18 th January 2006	Joint Audit & Inspection Letter	BFS/ Audit		Tuesday, 10 th January 2006
12 th April 2006	CPA – Corporate Assessment / HR	PRU		Tuesday, 4 th April 2006
12 th April 2006	Vital Signs	PRU		Tuesday, 4 th April 2006
12 th April 2006	Comparison Report	PRU		Tuesday, 4 th April 2006