

Audit and Best Value Scrutiny Committee Work programme at a glance

Issue 4: October 2009

Please note that this list is correct at the time of writing but may be subject to change. The order in which items are listed does not necessarily reflect the order they will appear on the final agenda for the meeting.

Issue	Objectives and summary	People giving evidence
Standing items appearing regularly at committee		
Scrutiny work programme	<p>This is where new ideas and suggestions for scrutiny projects will appear whilst awaiting a decision to how to deal with them:</p> <ul style="list-style-type: none"> • Place Survey: outcomes and analysis requested (July 2009 committee). • Costs of agency staff: costs of employing agency staff and alternatives. • Compensation claims against the County Council: cost effectiveness of alternative methods of processing claims; achieving optimum balance between prevention and meeting claims. 	Committee Chairman / Paul Dean, Scrutiny Manager
The Council's Forward Plan	The Council's Forward Plan is included on each committee agenda to enable Members to identify relevant issues for scrutiny. Options for handling issues include: briefing paper request; item on a future scrutiny committee agenda to consider specific questions; or an in-depth scrutiny review.	

Quarterly Performance Monitoring reports against the Council Plan	The report provides a summary of the Council's performance covering activity within the committee's terms of reference. Key service targets assessed as 'amber' or 'red' are included in the report: <ul style="list-style-type: none"> • 'Amber' (where there is concern about the likelihood of achieving the performance measure by the end of the year) together with recommendations for action • 'Red' (where the performance measure is assessed as inappropriate or unachievable). 	Various officers as required
Internal Audit Progress Reports	Summary of quarterly key audit findings, highlighting significant control issues and reporting on delivery of the audit plan and internal audit services' performance against performance indicators.	Duncan Savage, Assistant Director (Corporate Resources - Audit)
Strategic risk monitoring log	Provides a chief officer view of the strategic risks facing the authority.	Rawdon Philips, Insurance and Risk Manager (Corporate Resources)

18 November 2009		
Property Improvement Project	Progress report.	John Morris – Assistant Director (CRD – Property)
Strengthening the Council's approach to equality and diversity	An interim update to show how the Council is addressing this recommendation from the 2008 Audit and Inspection Letter.	
Scrutiny review of council procurement and local small and medium sized enterprises (SMEs)	To consider the final report of the review Board.	Members of the scrutiny review board: Cllrs Ensor, Bennett, Gadd and Whetstone.
Payment of invoices	To consider progress against the County Council target to pay invoices on time.	Richard Hemsley (Corporate Resources)

3 March 2010		
Reconciling policy and resources (RPR)	Update on outcomes and lessons to take forward.	Paul Dean, Scrutiny Manager
Audit and Inspection Annual Letter	Sets out the Relationship Manager's overall view of the Council's performance, including the CPA Direction of Travel Assessment, overall CPA scores and results of assessments and inspections by other bodies e.g. Commission for Social Care Inspection (CSCI) and Ofsted.	Representatives from PKF, the Audit Commission / Duncan Savage, Assistant Director (Corporate Resources - Audit)
Effectiveness of the Audit Committee	Biennial self assessment of Committee's effectiveness in its audit role drawing on the best practice issued by CIPFA	Chair of the Committee / Duncan Savage
2 June 2010		
Internal Audit Strategy 2010/11 and Annual Plan	Sets out the internal audit strategy, including key themes and detailed coverage across departments for the year ahead.	Duncan Savage, Assistant Director (Corporate Resources - Audit)
Internal Audit Services – Annual Report and Opinion	Gives an overall opinion on the Council's framework of internal control; summarises key audit findings and performance against key indicators.	Duncan Savage, Assistant Director (Corporate Resources - Audit)
External Audit and Inspection Plan 2010/11	Sets out audit and inspection work to be carried out by Council's external auditors.	Richard Bint, Stuart Frith (PKF), Sandra Prail (Audit Commission), Duncan Savage, Assistant Director (Corporate Resources - Audit)
Monitoring Officer's	Sets out an assessment of the effectiveness of the Council's governance	Andrew Ogden, Director of Law

Annual Review of the Corporate Governance Framework	arrangements and includes an improvement plan for the coming year, and the corporate assurance statement which will form part of the statement of accounts.	and Personnel
1 September 2010		
Reconciling policy and resources (RPR)	To comment on the 2009/10 policy steers for Strategic Management & Economic Development and Corporate Resources in time for Cabinet to update the policy steers in October 2010.	Chief Executive / Director of Corporate Resources
The Council's Statement of Accounts / Annual Governance Report	Audit and Best Value Scrutiny Committee has a responsibility to review the accounts and the external auditor's Annual Governance Report prior to approval by the Governance Committee.	Duncan Savage / Richard Hemsley (Corporate Resources)
Risk Management Annual report	Provides: an assessment of the adequacy of risk management arrangements; planned improvements for the year ahead; and an update on the strategic risk log.	Rawdon Philips, Insurance and Risk Manager (Corporate Resources)
<p>Contact Officer: Paul Dean, Scrutiny Manager, 01273 481751 or paul.dean@eastsussex.gov.uk</p> <p>Acronyms / Glossary</p> <p>RPR Reconciling Policy and Resources</p>		

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