

Audit, Best Value and Community Services (ABVCS) Scrutiny Committee



Future work at a glance

Updated: August 2013

*This list is updated after each meeting of the scrutiny committee
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Items that appear regularly at committee	
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.
Strategic risk monitoring log	The latest version of the County Council's strategic risk register.
The Council's Forward Plan	<p>The latest version of the Council's Forward Plan is included on each scrutiny committee agenda. The Forward Plan lists all the key County Council decisions that are to be taken within the next few months together with contact information to find out more. It is updated monthly.</p> <p>The purpose of doing this is to help committee Members identify important issues for more detailed scrutiny <i>before</i> key decisions are taken. This has proved to be significantly more effective than challenging a decision once it has been taken. As a last resort, the call-in procedure is available if scrutiny Members think a Cabinet or Lead Member decision has been taken incorrectly.</p> <p>Requests for further information about individual items on the Forward Plan should be addressed to the listed contact. Possible scrutiny issues should be raised with the scrutiny team or committee Chairman, ideally before a scrutiny committee meeting.</p>

Items that appear regularly at committee

Committee work programme	This provides an opportunity for the committee to review the scrutiny work programme for future meetings and to highlight any additional issues they wish to add to the programme.
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Future committee agenda items

5 November 2013

		Presenting officer
Audit Annual Letter	An Audit Annual Letter setting 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.	Chief Financial Officer
Treasury Management Half-Year Report	<p>The Code of Practice for Treasury Management requires the review of the Council's treasury management performance to be reported half way through the year as well as at the end of each financial year.</p> <p>The report will set out:</p> <ul style="list-style-type: none"> • A summary of the original strategy agreed for 2013/14 and the economic factors affecting this strategy in the first six months of this year. • The treasury management activity during the first six months. • The performance to date of the Prudential Indicators, which relate to the Treasury function and compliance within limits. 	Chief Financial Officer
Report on the pothole risk controls	To consider the effectiveness of the risk controls put in place to reduce the Council's exposure to risk from potholes.	Kevin Foster, Chief Operating Officer/ Roger Williams, Head of Highways
Agency Staff	<p>To consider a report containing:</p> <ul style="list-style-type: none"> • An annual update on the number of agency staff. 	Kevin Foster, Chief Operating Officer

Future committee agenda items		Presenting officer
	<ul style="list-style-type: none"> The outcomes of analysis carried out on the use of agency staff at East Sussex County Council. 	
Roles and responsibilities of ESCC in relation to schools: monitoring report	The Committee will consider an update on the implementation of the recommendations from the Scrutiny review of the roles and responsibilities of East Sussex County Council in relation to schools. The original report was heard at the 6 November 2012 meeting.	Fiona Wright, Assistant Director (Schools, Youth and Inclusion Support)
Procurement at East Sussex County Council	A report providing an introduction to procurement at East Sussex County Council. The report will include a broad overview of procurement at the Council and will focus on collaborative procurement programmes with other local authorities, such as the Sussex and Surrey Procurement Partnership. The Committee will consider whether any further scrutiny work is necessary.	Laura Langstaff, Head of Procurement
Public Health Team service reviews – first tranche	A report containing the first tranche of the Public Health Team's review of the services it currently provides. The Committee will decide whether they want to look at any of the service reviews in greater detail at a future date.	Cynthia Lyons, Interim Director of Public Health
12 March 2014		
External Audit Plan 2013/14	Sets out in detail the work to be carried out by Council's external auditors.	Chief Financial Officer and external auditors
External Audit Report on Grants Claim Certification	External auditors are required to certify certain grant claims; this is an annual report summarising that grant work and highlights the key issues arising.	Chief Financial Officer and external auditors
External Audit Plan for East Sussex Pension Fund 2013/14	To consider and comment upon the External Audit Plan for the East Sussex Pension Fund for 2013/14.	Chief Financial Officer and external auditors
Reconciling policy, performance and resources (RPPR)	Update on outcomes from the 2013/14 process and lessons to take forward.	Paul Dean, Scrutiny Manager

Future committee agenda items		Presenting officer
10 June 2014		
Internal Audit Strategy 2014/15 and Annual Plan	Sets out the internal audit strategy, including key themes and detailed coverage across departments for the year ahead.	Russell Banks, Head of Assurance
Internal Audit Services – Annual Report and Opinion 2013/14	Provides an overall opinion on the Council's framework of internal control; summarises the main audit findings and performance against key indicators.	Russell Banks, Head of Assurance
Monitoring Officer's Annual Review of the Corporate Governance Framework	Sets out an assessment of the effectiveness of the Council's governance arrangements and includes an improvement plan for the coming year, and the corporate assurance statement which will form part of the statement of accounts.	Philip Baker, Assistant Director Legal and Democratic Services
Treasury Management Stewardship Report	Update and review of the treasury management and the treasury performance strategy.	Ola Owolabi, Head of Accounts and Pensions, Finance
September 2014		
Review of the Annual Governance Report and Statement of Accounts	Report of the external auditors following their audit of the Council's statutory accounts. It allows the committee to review the issues raised and assess the management response.	Chief Operating Officer and external auditors
Reconciling policy, performance and resources (RPPR)	The Committee will initiate scrutiny's involvement in RPP&R by using the <i>current</i> portfolio and savings plans to become familiar with the scope and functions of the Cabinet portfolios within their remit. This is to understand how services are performing against previously agreed targets and budgets, and the impacts of the earlier spending decisions. The committee is also asked to agree the membership of its RPP&R scrutiny review board which will then consider the developing portfolio plans and savings proposals in more detail as they emerge in December/January.	Becky Shaw, Chief Executive

Current scrutiny reviews and other work underway	Date available
<p>A Tour of an Agile working model office and a briefing on the Agile work programme. The briefing will involve a presentation on the scope of the Agile Work Programme and an update on its progress and status. All Members of the Committee are invited to attend.</p>	<p>TBC - Late September – early October 2013</p>

**Potential future scrutiny work
(Proposals and ideas for future scrutiny topics appear here)**

Outcomes of the Business Services Department (BSD) restructure.
The Committee could consider (in early 2014):

- How the BSD restructure has reduced strategic risk to the Council from “ineffective corporate support functions”.
- Whether the BSD has met its performance targets and where it is going next.

Outcomes of the Staff satisfaction survey 2014.
The Committee will be sent the outcomes of the survey in May 2014 by email. The Committee will then decide if further scrutiny work is necessary.

SPACES programme.
The Committee will receive background/information on the aims and progress of the SPACES programme.

Background / information reports available to the Committee (Items in this list appear on committee agendas only when proposed for scrutiny by committee members)		Date available
Performance monitoring	<p>Performance monitoring is an integral part of scrutiny. The committee is alerted to the relevant quarterly reports that Cabinet and lead Members receive. Members can then suggest matters for scrutiny to investigate in more detail.</p> <p>Achievement against individual performance targets is assessed as either 'Red', 'Amber' or 'Green' ('RAG'):</p> <ul style="list-style-type: none"> • 'Green' means that the performance measure is on target to be achieved • 'Amber' means that there is concern about the likelihood of achieving the performance measure by the end of the year • 'Red' means that the performance measure is assessed as inappropriate or unachievable. <p>The 'Red' and 'Amber' indicators also include further commentary and the details of any proposed corrective action.</p> <p>Requests for further information about individual items in the performance reports should be addressed to the listed contact. Possible scrutiny issues should be raised with the scrutiny team or committee Chairman.</p>	Every quarter
Carbon Reduction	To consider progress in preparing for the carbon reduction commitment energy saving scheme and to reduce energy consumption. Heard previously in June 2012. (Melanie Griffin, Assistant Director, Resources)	Annually

<p>Enquiries: Scrutiny Team Author: Harvey Winder, Scrutiny Support Officer Telephone: 01273 481796 Email: harvey.winder@eastsussex.gov.uk</p> <p>Download the latest version of this document From: www.eastsussex.gov.uk > Your Council > About the Council > Committees > Council Meetings > Audit, Best Value and Community Services Scrutiny Committee > Future work at a glance</p> <p>Access agendas and minutes of Audit, Best Value and Community Services Scrutiny Committee: http://www.eastsussex.gov.uk/yourcouncil/about/committees/meetingpapers/scrutinyaudit/default.htm</p>	<p>Version number: v.23</p>
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