

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



Future work at a glance

Updated: March 2014

*This list is updated after each meeting of the scrutiny committee  
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<b>Items that appear regularly at committee</b>	
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 <b>Forward Plan</b>	<p>The latest version of the Council's <b>Forward Plan</b> 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 <b>call-in</b> 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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<b>Future committee agenda items</b>		<b>Presenting officer</b>
<b>10 June 2014</b>		
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
Client Financial Affairs	A report on Client Financial Affairs.	Ann Stagg, Head of Financial Programmes and Projects
Outcomes of the Business Services Department (BSD)	<p>A report for the Committee to consider:</p> <ul style="list-style-type: none"> <li>How the BSD restructure has reduced strategic risk to the Council from</li> </ul>	Kevin Foster, Chief Operating Officer

<b>Future committee agenda items</b>		<b>Presenting officer</b>
restructure	<p>“Ineffective corporate support functions”</p> <ul style="list-style-type: none"> <li>• Whether the BSD has met its performance targets and where it is going next.</li> </ul>	
<b>4 September 2014</b>		
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 Financial Officer or Chief Operating Officer and external auditors
Reconciling policy, performance and resources (RPPR)	To begin scrutiny’s involvement in the RPPR process. To establish a RPPR Board of members to undertake more detailed investigations as required.	Becky Shaw, Chief Executive
<b>18 November 2014</b>		
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"> <li>• A summary of the original strategy agreed for 2014/15 and the economic factors affecting this strategy in the first six months of this year.</li> <li>• The treasury management activity during the first six months.</li> <li>• The performance to date of the Prudential Indicators, which relate to the Treasury function and compliance within limits.</li> </ul>	Marion Kelly, Chief Financial Officer
Annual update on usage of Agency Staff	Annual update on the usage of agency staff at East Sussex County Council and progress on establishing the bank of casual staff.	Kevin Foster, Chief Operating Officer

<b>Future committee agenda items</b>		<b>Presenting officer</b>
<b>17 March 2015</b>		
External Audit Plan 2014/15	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 2014/15	To consider and comment upon the External Audit Plan for the East Sussex Pension Fund for 2014/15.	Chief Financial Officer and external auditors
Reconciling policy, performance and resources (RPPR)	Update on outcomes from the 2014/15 process and lessons to take forward.	Paul Dean, Scrutiny Manager

<b>Current scrutiny reviews and other work underway</b>	<b>Date available</b>
<p><b>Agile Working Reference Group</b> Reference Group comprising Cllrs Blanch, Barnes, Keeley, Standley and Whetstone that meets with key officers to comment on the progress of the Agile Programme after key stages in the Programme.</p> <p><b>Mobile Libraries Review Panel</b> A panel comprising Cllrs Barnes and Whetstone that met to comment on proposed changes to the mobile libraries service.</p>	<p><b>25 February 2014</b></p> <p><b>19 Feb 2014</b></p>

<p><b>Potential future scrutiny work (Proposals and ideas for future scrutiny topics appear here)</b></p> <p><b>Public Health Seminar</b> A seminar for Cllrs Barnes, Blanch and Keeley to provide a detailed briefing on the public health performance indicators and public health outcomes framework.</p> <p><b>Potholes Risk</b> A presentation of a report on the outcomes of the Claims Review Board at a future meeting.</p> <p><b>Procurement</b> 1) Future updates on the progress towards achieving the targets for apprenticeships and local area spend. 2) A report on the savings tracker that Procurement and Finance Divisions are developing that will quantify the monetary value of the savings that the Procurement Division has helped to deliver for other Departments</p> <p><b>Library and Information services</b> Future updates (as necessary) on initiatives for income generation including sales, library fines and franchising.</p> <p><b>Governors Services</b> When developed, the action plan for the joint liaison group to be brought to the Committee as a report and future updates on the progress of the group will be provided to the Committee as necessary.</p>
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**Potential future scrutiny work**  
(Proposals and ideas for future scrutiny topics appear here)

**Treasury Management**

The Committee to be kept informed of outcomes of treasury management review.

**Tranche 2 service review**

The Committee to be kept informed of tranche 2 of public health service review.

<b>Background / information reports available to the Committee</b> <b>(Items in this list appear on committee agendas only when proposed for scrutiny by committee members)</b>		<b>Date available</b>
Performance monitoring	<p>Performance monitoring is an integral part of scrutiny. The committee is alerted to the relevant quarterly <b>reports</b> 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"> <li>• 'Green' means that the performance measure is on target to be achieved</li> <li>• 'Amber' means that there is concern about the likelihood of achieving the performance measure by the end of the year</li> <li>• 'Red' means that the performance measure is assessed as inappropriate or unachievable.</li> </ul> <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	<p>To consider progress in preparing for the carbon reduction commitment energy saving scheme and to reduce energy consumption.</p>	Annually

<p><b>Enquiries:</b> Scrutiny Team  Author: Harvey Winder, Scrutiny Support Officer  Telephone: 01273 481796  Email: <a href="mailto:harvey.winder@eastsussex.gov.uk">harvey.winder@eastsussex.gov.uk</a></p> <p><b>Download the latest version of this document</b>  From: <a href="http://www.eastsussex.gov.uk">www.eastsussex.gov.uk</a> &gt; <a href="#">Your Council</a> &gt; <a href="#">About the Council</a> &gt; <a href="#">Committees</a> &gt; <a href="#">Council Meetings</a> &gt; <a href="#">Audit, Best Value and Community Services Scrutiny Committee</a> &gt; <a href="#">Future work at a glance</a></p> <p><b>Access agendas and minutes of Audit, Best Value and Community Services Scrutiny Committee:</b>  <a href="http://www.eastsussex.gov.uk/yourcouncil/about/committees/meetingpapers/scrutinyaudit/default.htm">http://www.eastsussex.gov.uk/yourcouncil/about/committees/meetingpapers/scrutinyaudit/default.htm</a></p>	<p><b>Version number:</b> v.25</p>
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