

# Local government scrutiny coordination

## Key milestones

December 2009

Cross-cutting themes			
Milestone	Planned timescale	Commentary	Progress
Develop communication strategy	July 2009	Communication strategy is refreshed on an ongoing basis to reflect each stage of development. Newsletters are being issued periodically and FAQs have been prepared. Councils are being kept informed of developments by meetings and letters. Presentations at COSLA and CIPFA conferences planned. Web page information and joint scrutiny schedule updated regularly.	Ongoing
Develop organisational development strategy	August 2009	Training and awareness sessions have been held for all staff involved in local area networks. Draft guidance on SRA issued. Training needs assessment being undertaken as part of development activities. Draft OD strategy in development.	Ongoing
Monitoring impact and pre and post-evaluation arrangements	SRA development site evaluation September 2009  SRA post implementation review July/August 2010  Planning and scheduling post implementation review May 2011	Evaluation strategy produced. Guidance on SRA process incorporates lessons learned from development work. Plans aligned with externally commissioned evaluation work re BV2 and BV Police.	Ongoing
Facilitate robust self evaluation of council performance	October/November 2009	The strategic group has agreed a joint statement on self evaluation and this is set out in the draft joint Code of Practice.	Complete
Agree common scrutiny terminology	December 2009	Joint Code of Practice and Guidance manual drafted and will form basis of dialogue with all scrutiny bodies on common terminology. A glossary is included within the draft joint code.	Ongoing
Evaluate legislative barriers	Ongoing	Work under way to ensure alignment with restructuring and PSR Bill potential legislative change.	Ongoing

Develop a shared risk assessment			
Milestone	Planned timescale	Commentary	Progress
Transitional arrangements	February/March 2009	Transitional arrangements communicated to councils and available via Accounts Commission web page.	Complete
Definition of SRA	February 2009	Draft definition produced.	Complete
Statement of planned outputs and outcomes	February 2009	Draft statement produced.	Complete
Development site selection criteria	February 2009	Completed for input to round table process.	Complete
Risk trigger points	March 2009	A framework established for testing through BV2 pathfinder and development site activity during the summer.	Complete
Proportionate scrutiny response options	March 2009	A framework established for testing through BV2 pathfinder and development site activity during the summer.	Complete
Identify and engage development sites	March 2009 Development site testing to run May–August	BV2 pathfinders and SRA development sites engaged and briefing meetings taken place in April.	Complete
Draft statement of roles and responsibilities/code of practice	April 2009	Draft code of practice agreed by strategic group.	Complete
Undertake evaluation of development site activity and refine model	September 2009	Lessons learned incorporated into guidance note on LANs/SRA process.	Complete
Roll out SRA model	From November 2009	LANs set up for all councils. Councils advised of their LAN lead.	Complete

Improve planning and scheduling of scrutiny activity			
Milestone	Planned timescale	Commentary	Progress
Document key outputs/ outcomes desired from future joint planning and scheduling	December 2009	Draft Operational guidance for SRA has been refined and will include specifications for outputs.	Under way
Design coordinated scheduling framework	September/November 2009	Draft national risk assessment process documented.	Under way
Produce a system specification	December 2009	Not yet started.	Not yet started
Evaluate options and select scheduling tool	January/February 2010	Not yet started.	Not yet started
Phased roll-out of scheduling tool	April–September 2010	Not yet started.  With a view to full implementation for planning cycle November 2010+.	Not yet started
Identify administrative and support arrangements for operating/maintaining scheduling tool	March 2010	Not yet started.	Not yet started
Post implementation review of arrangements	May 2011	Not yet started.	Not yet started

Develop single corporate assessment (CA)			
Milestone	Planned timescale	Commentary	Progress
Establish rationale for single corporate assessment (CA)	January 2008	SG response to Crerar accepted recommendation 36 that 'the Accounts Commission should work with other scrutiny bodies to develop a corporate performance audit which absorbs other corporate level inspection'.	Complete
Define key purpose of single CA – what? And why?	July 2008	The principle that BV2 should provide a working framework for a single corporate assessment agreed at Strategic Scrutiny Group in July 2008, but at that time it was agreed that further work was needed to develop options.	Complete
Develop single CA model	September 2008	The BV2 Corporate Assessment Framework approved by Accounts Commission provides a basis for this.	Complete
Identify BV2 pathfinders	By mid March 2009	These were approved by the Accounts Commission at its 18 March 2009 meeting.	Complete
Map areas of shared interest	By end March	Initial mapping of key areas of potential overlap has taken place in respect of INEA, CLD, Housing and Homelessness and SWIA Performance Inspections.  This has been converted into a briefing paper which has been shared with CA development group (A Clark and M Walker (Audit Scotland), I Ronald and A Delaney (HMIE), Michael Cameron (SHR), Alison Bavidge (Care Commission); David Cumming (current SWIA rep).	Complete
Engage BV2 pathfinders	By end March 2009	Initial contact has been made with all BV2 pathfinder sites. Follow-up meetings to clarify the indicative timing and scope of BV2 pathfinder audit activity (including single CA work) will take place in April.	Complete

Agree scrutiny delivery options linked to single CA	By end April 2009	This work is taking place as part of the BV2 Pathfinder shared risk assessment and joint scrutiny planning Round Tables which, apart from Dundee (1 July) are all taking place in June.	Complete
Secure resources for BV2 pathfinders	By end May 2009	These decisions can only be made once the BV2 Pathfinder shared risk assessment and joint scrutiny planning Round Tables have concluded and any opportunities for joint audit and inspection work are known. This will not be until early July.	Complete
Draft statement of roles and responsibilities re single CA	August 2009	This has now been completed as part of the draft joint scrutiny code of practice which will be considered by the strategic scrutiny group in September.	Complete
Implement models for single corporate assessment (CA)	August–November 2009	This will form the basis for the five BV2 pathfinder audits to be undertaken in partnership with local government service inspectorates and regulators.	Under way
Evaluate impact of proposals on existing and future scrutiny delivery models	By end 2009	This will form a key strand of the BV2 pathfinder evaluation which the Accounts Commission will be commissioning over the spring/summer of 2009.	Not yet started
Roll out agreed single corporate assessment model	From 2010	This is dependent upon the BV2 pathfinder evaluation, and the more general joint scrutiny transition arrangements.	Not yet started