



Council Overview and Scrutiny Committee
30 January 2014

**Review of the Investment Panel:
Report from Audit & Governance Committee**

Purpose of the report: Scrutiny of Services and Budgets

To report the Audit & Governance Committee findings, following a review of the Investment Panel.

Background:

1. At the meeting of Adults Social Care Select Committee on 20 September 2013, the Audit & Governance Committee was asked to review the new structure, membership and procedures of the Investment Panel, and report to Council Overview & Scrutiny Committee on its findings.
2. On 2 December 2013, the Audit & Governance Committee considered an officer report and met with Nick Carroll, the Finance Manager – Funding & Planning to discuss the recent changes to arrangements for the Investment Panel. The draft Minute of the item is attached as Annex 1.
3. The Committee was reassured by the following changes:
 - The Terms of Reference for the Investment Panel addresses issues such as low attendance at meetings by introducing a quorum for meetings.
 - Substitute members are now limited to appropriate members of the Council Performance Team.
 - There is a clearer distinction between the decision-making role of Cabinet Members and the scrutiny role of the Investment Panel. Cabinet Members do not sit on the Investment Panel.

4. The Committee requested that when the officer report on the Review of the Investment Panel is taken to Council Overview and Scrutiny Committee that it includes a process flow chart and the remits of all groups mentioned eg the Productivity & Efficiency Panel and the Models of Delivery Board. These flow charts are included as Annex 2 and 3. The remits of the groups are included as footnotes in the amended report.

Conclusions:

The Committee concluded that it was satisfied with the developing structure, membership and procedures for the Investment Panel.

Recommendations:

That Council Overview and Scrutiny Committee note the Audit & Governance Committee's findings while considering the officer report on the Review of the Investment Panel.

Next steps:

Council Overview and Scrutiny Committee to consider the officer review of the Investment Panel.

Report contact: Cheryl Hardman

Contact details: 020 8541 9075
cherylh@surreycc.gov.uk

Sources/background papers: Officer Report to Audit & Governance Committee (2 December 2013) Review of the Investment Panel

70/13 REVIEW OF THE INVESTMENT PANEL [Item 12]**Declarations of Interest:**

None.

Witnesses:

Nick Carroll, Finance Manager – Funding & Planning

Key Points Raised During the Discussion

1. The Finance Manager – Funding & Planning introduced the report.
2. In response to a question about Cabinet membership of the Panel, the Finance Manager – Funding & Planning explained that, due to the changing scope of the Investment Panel, it was no longer particularly relevant to the Cabinet Member for Assets and Regeneration. There was also a clearer distinction between the decision-making role of Cabinet Members and the scrutiny role of the Investment Panel. The process is that the Cabinet approves the main capital programme, officers then produce business plans which the investment Panel reviews to ensure that the business case is sound, providing assurance to Cabinet.
3. A Member queried the overlapping membership of the Investment Panel and the Investment Advisory Board. The Chairman agreed the use of 'Investment' in both the groups' names was confusing but while the Investment Panel is internally focussed, the Investment Advisory Board is externally focussed, and concerned with revenue raising.
4. The Chairman suggested that it would be helpful for the report to include a flow chart showing how the process works when it goes to Council Overview and Scrutiny Committee. He also asked that the remits of all groups mentioned be set out eg the Productivity & Efficiency Panel and the Models of Delivery Board
(Recommendations Tracker ref: A47/13).
5. The Chairman was satisfied that the Terms of Reference for the Investment Panel does address issues such as low attendance at meetings and the use of email chains for decision making by introducing a quorum for meetings. The Chief Internal Auditor also confirmed that she was encouraged by developments, citing the importance of a quorum and substitute members being limited to the Council Performance Team.

Actions/Further Information to be Provided:

The officer report to Council Overview and Scrutiny Committee to include a process flow chart and the remits of all groups mentioned eg the Productivity & Efficiency Panel and the Models of Delivery Board.

Resolved:

- a) To NOTE the recent changes to arrangements for the Panel; and
- b) To REPORT its findings to Council Overview and Scrutiny Committee
(Recommendations Tracker ref: A48/13).

Next Steps:

None.

This page is intentionally left blank