

**ANGUS COUNCIL**

**SCRUTINY AND AUDIT COMMITTEE – 21 JANUARY 2020**

**CORPORATE GOVERNANCE – ANNUAL GOVERNANCE STATEMENT FOR YEAR TO 31 MARCH 2019 – UPDATED ACTION PLAN**

**REPORT BY VIVIEN SMITH, DIRECTOR OF STRATEGIC POLICY, TRANSFORMATION AND PUBLIC SECTOR REFORM**

**ABSTRACT**

This report presents an update on the Annual Governance Statement action plan for review and comment.

**1. RECOMMENDATION**

It is recommended that the Scrutiny and Audit Committee review and scrutinise the contents of the update report.

**2. ALIGNMENT TO THE LOCAL OUTCOMES IMPROVEMENT PLAN/CORPORATE PLAN**

This report supports the council’s commitment to the principles of good corporate governance, which in turn support services in the delivery of local outcomes set out in the Local Outcomes Improvement Plan and the Council Plan.

**3. BACKGROUND**

The final 2018/19 Annual Governance Statement was included in the Council’s [2018/19 audited Annual Accounts](#), which were approved by this committee on 24 September 2019 (report 313/19 refers). The Annual Governance Statement included an action plan summarising developments to be taken forward during 2019/20 to strengthen the council’s corporate governance.

**4. CURRENT POSITION**

There are 6 actions in the 2018/19 Annual Governance Statement action plan. Planned completion dates range from September 2019 to March 2020. Two of the actions have been completed and work is in progress to address the other improvement areas.

The table below summarises the position at 18 December 2019. A further update will be reported to this committee in June 2020 as part of the annual corporate governance review.

Area for improvement	Lead Officer / Planned Completion Date	Update at 18 December 2019
1. The refreshed Corporate Risk Register and revised risk management guidance will be submitted to the Scrutiny and Audit Committee.	Manager Risk, Resilience & Safety  September 2019	<b>Completed</b> The Corporate Risk Register and risk management guidance were submitted to this committee on 24 September 2019 (R311/19)

Area for improvement	Lead Officer / Planned Completion Date	Update at 18 December 2019
2. We will develop and implement a strategic health & safety action plan to address the issues identified from the recent audit and gap analysis.	Manager Risk, Resilience & Safety  October 2019	<b>Completed</b> The action plan has been developed and progress is being reported to CLT. Report 15/20 to this committee refers.
3. Operational schemes of delegation across the council will be further reviewed and updated during 2019	Service Leader Governance & Change  <del>December 2019</del> March 2020	Phases 1 and 2 of this work have been completed.  Aiming to complete phase 3 by 31 March 2020. Completion date revised.  A small working group has been set up to review the schemes of delegation for Children, Families & Justice, Schools & Learning and the IJB.
4. We will work with ANGUSalve to ensure adequate storage for archived documents.	Senior Practitioner Strategic Commissioning  March 2020	Council officers are engaging with AngusAlive to identify solutions.
5. We will develop Firmstep to provide automatic recording, monitoring and reporting of Freedom of Information requests and complaints	Digital Manager  March 2020	Work has been progressed in two phases.  Extensive work has been undertaken to configure and test the complaints module (phase 1) and the system is expected to go live in January 2020.  The expected go live date for the FOI module (phase 2) is 1 April 2020 (subject to approval by the Change Board).
6. We will monitor progress in completing the Scrutiny & Audit Committee action plan.	Service Leader Internal Audit  March 2020	An update will be reported to the Scrutiny and Audit Committee as part of the 2019/20 self-assessment.

## 5. FINANCIAL IMPLICATIONS

There are no direct financial implications associated with the terms of this report.

**NOTE:** No background papers, as detailed by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to a material extent in preparing the above report.

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