

ANGUS COUNCIL

SCRUTINY AND AUDIT COMMITTEE – 1 DECEMBER 2020

REPORTS RELEVANT TO THE WORK OF THE SCRUTINY AND AUDIT COMMITTEE

REPORT BY CATHIE WYLLIE, SERVICE LEADER INTERNAL AUDIT

ABSTRACT

This report advises members of reports submitted to other Angus Council committees, the Council, Tayside Contracts and to the IJB that are relevant to the work of the Scrutiny and Audit committee.

1. RECOMMENDATIONS

1.1 It is recommended that the Committee:

- (i) Review the reports listed at Appendix 1
- (ii) Determine whether any of the reports should be the subject of a more detailed discussion by this committee.

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

2.1 The work of the Scrutiny and Audit Committee supports the achievement of the corporate priorities set out in the Local Outcomes Improvement Plan and the Council Plan. This report provides information for scrutiny, in line with the remit of the committee.

3. CURRENT POSITION

3.1 Report 365/18 to this committee on 20 November 2018 set out the intention to submit regular summaries of reports submitted to other committees which are relevant to the work of this committee. Appendix 1 lists reports from the period 27 May 2020 to 27 October 2020.

This was last reported to this committee in June 2020 covering the period 18 October 2019 to 23 May 2020. Report 158/20 refers.

4. PROPOSALS

4.1 Members are asked to review the reports listed at Appendix 1 and to determine whether any further action is required by this committee.

5. FINANCIAL IMPLICATIONS

5.1 There are no financial implications arising directly from 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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List of Appendices: 1: Committee Reports 27 May 2020 to 27 October 2020.

APPENDIX 1

COMMITTEE REPORTS 27 May 2020 to 27 October 2020

Table 1: Reports submitted to Council and Council committees

Report	Committee	Report Title / Summary	S&A remit (see below)
R174/20	Special Arrangements committee 23 June 2020	Covid-19 update on financial implications and change programme Information re budget impacts of Covid-19 relating to Angus Health & Care Partnership; ANGUSalive, and Tayside Contracts	7
R175/20	Special Arrangements committee 23 June 2020	Covid-19 meeting arrangements-; Update and proposed changes This Report sets out proposed revisions to the interim arrangements that were agreed at the Special meeting of Angus Council on 3 April 2020, which will allow all members to be involved in the decision making of the Council. This covered remote meeting arrangements and noted that a remote meeting of full Council will take place on 12 August 2020 and all service committees will resume in August 2020.	1
R189/20	Angus Council 12 August 2020	Special arrangements in relation to decision making powers This Report details the changes to be put into effect following the decision by the Special Arrangements Committee on 24 June that meetings of all service committees would resume in August 2020 in accordance with the previously agreed timetable of meetings, with the consequential ceasing of meetings of the Special Arrangements Committee and the Special Education Committee.	1
R190/20	Angus Council 12 August 2020	Emergency delegated powers This report informs members of the further actions taken by the Chief Executive and Directors in response to the COVID-19 pandemic using their delegated powers.	1

Report	Committee	Report Title / Summary	S&A remit (see below)
R46/20	Angus Council 12 August 2020	<p>Independent Care Review for Scotland</p> <p>The Independent Care Review for Scotland (here in known as ‘the Review’) aims to identify and deliver lasting change in the care system in Scotland and transform the wellbeing of children and young people.</p> <p>At the Review’s conclusion, five reports were published which together propose the foundation for a new approach. The emphasis is on a system that delivers care to children and young people, including the prevention of family separation. One built on relationships, rights, care and respect rather than processes and one that puts children’s experience at the centre of all activity.</p> <p>The report recommended the Council direct the Director of Children, Families and Justice to bring a report on service specific implications following consideration of the findings by the Angus Integrated Children’s Services Group and associated partnerships.</p>	6
R213/20	Angus Council 10 September 2020	<p>Annual Chief Social Work Officer Report 2019/20</p> <p>This report presents the Angus Council Chief Social Work Officer Annual Report for 2019 to 2020. The report and its consideration is a requirement to ensure oversight and accountability within the local authority for all social work and social care services, including those delegated to the Integration Joint Board. Following consideration by Council, the report is required to be submitted to Scottish Government.</p>	6
R214/20	Angus Council 10 September 2020	<p>Council plan and workforce plan update</p> <p>This report presents an updated position on the Council’s strategic direction, vision, priorities and actions in the Council Plan and the Workforce Plan, as a result of the impact of the COVID-19 pandemic.</p>	3

Report	Committee	Report Title / Summary	S&A remit (see below)
R220/20	Angus Council 10 September 2020	<p>Angus Integration Joint Board – Review of Integration Scheme</p> <p>The purpose of this report is to advise the Council of the legal requirement for Angus Council and NHS Tayside to review the Integration Scheme between them. It also updates Members on the terms of correspondence received from the Scottish Government confirming that, for the time being, an initial review can be undertaken due to the impact of Coronavirus with a more comprehensive review to follow. It also informs the Council that the Chief Integration Officer, in conjunction with NHS Tayside, has now undertaken an initial review, identifying some areas, topics and issues for further review and seeks approval of the areas identified which, along with any other areas identified as part of the consultation, will form part of the further review. It also seeks approval for that more comprehensive review to be undertaken, including consultation with interested parties, with a view to arriving at recommendations for a successor scheme.</p>	7
R224/20	Angus Council 10 September 2020	<p>Angus Alive update</p> <p>This report provides an update in relation to ANGUSalive, the Council's Arms-Length External Organisation (ALEO), following the suspension of the delivery of the services specification during the COVID-19 pandemic. It also sets out the emerging issues as a result of the pandemic on the ANGUSalive business model and outlines the next steps as the organisation moves through the recovery phases and, in partnership with the Council, progresses to develop proposals for transformational change required to achieve a sustainable future. This response also aligns with the significant savings which are already committed to be delivered by ANGUSalive over the current 3-year Finance & Change Plan period and COVID-19 has accelerated the requirement to commence that transformational change process.</p>	7
R225/20 Exempt	Angus Council 10 September 2020	<p>Tayside Contracts</p> <p>The Development and Implementation of Tayside Meals Centre (Tay Cuisine)</p>	7
R238/20	Communities 29 September 2020	<p>Housing Services performance Update – Annual Assurance Statement</p> <p>This report gives an update on the Council's performance in relation to housing services, what action is being taken to improve performance, and provides information to support members to agree the annual assurance statement required by the Scottish Housing Regulator (SHR).</p>	6

Report	Committee	Report Title / Summary	S&A remit (see below)
262/20	Policy & Resources 27 October 2020	<p>Regulation of Investigatory Powers (Scotland) Act 2000 – Annual Report</p> <p>The purpose of this report is to present a revised and updated Policy and Guidelines on the Use of Covert Surveillance and Covert Human Intelligence Sources and Surveillance Through Social Media Policy for approval</p>	18

Table 2: Reports submitted to Angus Health and Social Care Integration Joint Board Audit Committee and Tayside Contracts Joint Committee. Angus Alive reports are not included here as their meetings are not held in public.

Committee	Report Title / Summary	S&A remit (see below)
IJB Audit Committee 24 June 2020	<p>Agenda and reports are available here. This includes the minute from the Audit Committee meeting on 11 December 2019. Other reports of interest:</p> <p>Report IJB27/20 Internal Audit Charter Report IJB28/20 2019/20 Internal Audit plan - progress update</p> <p>Report IJB 29/20 Internal Audit Report - Risk Management “Angus IJB is currently developing its Risk Management arrangements. This review is intended to assist management by identifying key areas to be taken forward as part of that process and therefore no audit opinion is expressed. However, we would commend the IJB for its progress to date and the priority given to Risk Management and we have concluded that the IJB has made good progress and that an adequate risk management framework is in place.”</p> <p>Report IJB30/20 Internal Audit reports – Follow-up Actions Report IJB31/20 Governance action plans Report IJB32/20 Review of the role of Chief Finance officer 2019/20 Report IJB33/20 2019/20 annual internal audit report Report IJB34/20 2019/20 Angus IJB Governance statement Report 35/20 Unaudited annual accounts 2019/20 Report 36/20 External reports Report 37/20 Audit committee annual work plan 2020/21, and Report 38/20 Annual assurance report – clinical care & professional governance forum</p>	7
IJB Audit Committee 26 August 2020	<p>Agenda and reports are available here. This includes the minute from the Audit Committee meeting on 24 June 2020. Other reports of interest:</p> <p>Report IJB40/20 2019/20 and 2020/21 Internal Audit plan - progress update Report IJB 41/20 Annual audit committee report to Integration Joint Board Report IJB 42/20 2019/20 Angus IJB - Assurances received from partners Report 43/20 2019/20 Audited annual accounts Report IJB44/20 Internal Audit reports – Follow-up Actions Report IJB45/20 Governance action plans Report 46/20 External reports Report 47/20 Annual Internal Audit Plan 2020/21, and Report 48/20 Internal audit report – Data Quality “Comprehensive assurance – Robust framework of key controls ensure objectives are likely to be achieved and controls are applied continuously or with only minor lapses”</p>	7

**Tayside Contracts
Joint Committee
22 June 2020**

Agenda and reports are available [here](#) including the minute of the meeting on 18 November 2020.

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Our report 158/20 to S&A in June 2020 noted information from papers that had been published on Tayside Contracts website for a meeting on 16 March 2020. This meeting did not go ahead and some of the information previously reported as going to this meeting is now included in the papers for the June meeting.

Reports of particular interest:

Item 6 Position of Managing Director – Notification of Retirement and Recruitment of Successor. The current Managing Director will retire on 31 October 2020 and arrangements are being established for the appointment of his successor.

Item 7 Response to Covid-19 Pandemic. This summarises action to date including services provided, the financial implications of the pandemic's impact, furlough of some employees, and the short-term recovery plan.

Item 8 Local Code of Corporate Governance. The report includes a review of the code, noting no revisions are required; the proposed Annual governance Statement for 2019/20; and improvements made in respect of corporate governance during 2019/20. The majority of the code requirements (87%) were scored as fully compliant, with 13% having minor areas for improvement.

Item 10 Business Plan annual update. A new plan was due for the five years from April 2020, however due to Covid 19 it is proposed to continue with the current plan till March 2021, supported by the Covid-19 Strategic recovery plan. Performance monitoring for 2019/20 was included in the report with the summary of KPIs against targets in Appendix 1 on page 47 of the papers, and targets for 2020/21 in Appendix 2 on page 48.

Item 9 Annual report and accounts

Item 11 Audit Update - two internal audit reports were included:

- IT Security, Grading Substantial – controls largely satisfactory although some weaknesses identified, recommendations for improvement made
- Purchasing and Payments, Grading Strong – controls satisfactory, no major weaknesses found, no or only minor recommendations made.

<p>Tayside Contracts Joint Committee 24 August 2020</p>	<p>Agenda and reports are available. here. This includes the minute from the Joint Committee meeting on 22 June 2020.</p> <p>Items of particular interest:</p> <p>Minute of General Purposes sub-committee 3 August 2020. This notes the appointment of Mr Keith McNamara as Managing Director</p> <p>Item 4 Audit and National Fraud Initiative This report provides an overview of internal audit work for 2019/20 and progress for 2020/21 and an update on NFI. It notes that Audit Scotland will continue as to be the external auditors for the year ended 31 March 2022, and asks the committee to approve extension of Wylie and Bisset's internal audit contract by one year to 31 March 2022. One internal audit report was included.</p> <ul style="list-style-type: none"> • Data protection legislation Grading Strong – controls satisfactory, no major weaknesses found, no or only minor recommendations made. 12 areas of good practice were noted. <p>The external audit reporting for 2019/20 was included, together with the 2019/20 annual accounts.</p>	<p>7</p>
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Extract from Scrutiny and Audit committee remit

- (1) To review all aspects of the Council's corporate governance arrangements against the CIPFA Delivering Good Governance Framework and to consider the Council's local code of corporate governance.
- (3) To consider the council's framework of assurance and ensure that it adequately addresses the risks and priorities of the council.
- (5) To consider reports by external agencies insofar as they contribute to the overall assessment of governance, risk and internal control.
- (6) To review the performance and effectiveness of the standard and level of service provided by council services.
- (7) To review the governance and assurance arrangements for significant partnerships or collaborations including IJB, ANGUSalive, and Tayside Contracts.
- (18) To monitor the counter-fraud strategy, actions and resources.