

ANGUS COUNCIL

SCRUTINY AND AUDIT COMMITTEE

TO BE HELD IN THE TOWN AND COUNTY HALL, FORFAR, ON
THURSDAY 22 JUNE 2017 AT 2.00PM

AGENDA

1. APOLOGIES/SUBSTITUTIONS

2. DECLARATIONS OF INTEREST

Members are reminded that, in terms of the Councillors Code of Conduct, it is their responsibility to make decisions about whether to declare an interest in any item on this agenda and whether to take part in any discussions or voting. Declarations of Interest pro formas can be obtained from Members Services prior to the meeting or from the Clerk.

3. COMMITTEE MEMBERSHIP

The Committee is asked to note that the membership is as shown on the covering letter to this agenda.

4. SCRUTINY AND AUDIT COMMITTEE – REMIT

Appended, at **Pages 5 & 6**, is the remit of the Scrutiny and Audit Committee, for information.

PAGE NO.

5. MINUTE OF PREVIOUS MEETING

Submit, for approval as a correct record, the minute of meeting of this Committee of 7 March 2017.

(7 – 11)

6. SCOTTISH FIRE AND RESCUE QUARTERLY PERFORMANCE REPORT FOR THE PERIOD 1 JANUARY TO 31 MARCH 2017

Submit Report No 211/17 by the Local Senior Officer, Scottish Fire and Rescue Service.

(12 – 30)

7. ANGUS LOCAL POLICING AREA PERFORMANCE RESULTS FOR THE PERIOD 1 APRIL 2016 TO 31 MARCH 2017

Submit Report No 212/17 by Chief Superintendent Paul Anderson, Police Scotland.

(31 – 45)

8. CORPORATE GOVERNANCE – LOCAL CODE OF CORPORATE GOVERNANCE 2017

Submit Report No 213/17 by the Chief Executive.

(46 – 56)

9. CORPORATE GOVERNANCE – ANNUAL REVIEW AND DRAFT ANNUAL GOVERNANCE STATEMENT FOR YEAR TO 31 MARCH 2017

Submit Report No 214/17 by the Chief Executive.

(57 – 69)

- 10. INTERNAL AUDIT ANNUAL REPORT AND REVIEW OF CORPORATE GOVERNANCE**

Submit Report No 215/17 by the Acting Service Manager, Governance and Consultancy. (70 – 88)
- 11. REVISED ANNUAL INTERNAL AUDIT PLAN 2017-18**

Submit Report No 216/17 by the Acting Service Manager, Governance and Consultancy. (89 – 108)
- 12. INTERNAL AUDIT ACTIVITY UPDATE**

Submit Report No 217/17 by the Acting Service Manager, Governance and Consultancy. (109 – 123)
- 13. CORPORATE COUNTER FRAUD REVIEW 2016/17**

Submit Report No 218/17 by the Acting Service Manager, Governance and Consultancy. (124 – 130)
- 14. SLACIAG ANNUAL REPORT**

Submit Report No 219/17 by the Acting Service Manager, Governance and Consultancy. (131 – 134)
- 15. LOCAL GOVERNMENT IN SCOTLAND – PERFORMANCE AND CHALLENGES 2017**

Submit Joint Report No 220/17 by the Chief Executive, Strategic Director – Place and the Head of Corporate Finance. (135 – 181)
- 16. REGULATION OF INVESTIGATORY POWERS (SCOTLAND) ACT 2000 – ANNUAL REPORT**

Submit Report No 221/17 by the Head of Legal and Democratic Services. (182 – 183)
- 17. COMPLAINTS HANDLING REPORT**

Submit Report No 222/17 by the Chief Executive. (184 – 224)
- 18. TRANSFORMING ANGUS UPDATE**

Submit Report No 133/17 by the Strategic Director – Resources. (225 – 246)

NOTE: This Report was also considered by Angus Council on 23 March 2017.
- 19. COMPLAINTS RAISED WITH SCOTTISH PUBLIC SERVICES OMBUDSMAN 1 OCTOBER 2016 TO 31 MARCH 2017**

Submit Report No 223/17 by the Head of Legal and Democratic Services. (247 – 252)

20. COMPLAINTS RAISED WITH THE COMMISSIONER FOR ETHICAL STANDARDS IN PUBLIC LIFE – 1 APRIL 2016 TO 31 MARCH 2017

Submit Report No 224/17 by the Head of Legal and Democratic Services. (253 – 256)

21. WORKFORCE DATA REPORT

Submit Report No 225/17 by the Head of HR, IT, Corporate Comms & OD. (257 – 276)

22. POSSIBLE EXCLUSION OF PUBLIC AND PRESS

The Committee will be asked to consider, in terms of Standing Order 28 (2) whether the public and press should be excluded during consideration of the following item, so as to avoid the disclosure of information which is exempt in terms of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973.

23. POLICE AND FIRE REFORM: LOCAL SCRUTINY AND ENGAGEMENT: OPERATIONAL REPORT

The Angus Local Policing Area Superintendent will report on any issues.

SCRUTINY AND AUDIT COMMITTEE – REMIT

- (1) To review all aspects of corporate governance, risk management and internal control, ensuring systematic appraisal of the council's control environment and framework to provide reasonable assurance of effective and efficient operations.
- (2) To promote and maintain high standards of conduct by councillors, co-opted members and employees, and advise on the adoption or revision of the code of conduct.
- (3) To consider matters concerning the establishment, maintenance and public availability of the Register of Interests of Councillors and Employees.
- (4) To consider reports on the adequacy and effectiveness of the Council's counter fraud and corruption arrangements.
- (5) To assess the scope and effectiveness of the systems established by management to identify, assess, manage and monitor risk to the achievement of objectives.
- (6) To approve the Internal Audit Charter.
- (7) To consider and approve the risk based internal audit plan.
- (8) To consider reports from the Audit Manager on the internal audit activity's performance relative to its plan; the outcomes of internal audit reports; action plans and management response to recommendations.
- (9) To make appropriate enquiries of management and the Audit Manager to determine whether there are inappropriate scope or resource limitations.
- (10) To receive the Audit Manager's annual report and opinion.
- (11) To advise the Council in matters relating to the programme of internal audit work and findings and recommendations from Audit Reports.
- (12) To consider reports and plans presented by the External Auditor including the Annual Report to Members and the Controller of Audit.
- (13) To fulfil the duties of the Council for scrutiny and approval of the Council's Annual Accounts as required by the Local Authority Accounts (Scotland) Regulations 2014 as follows:-
 - a) to consider the unaudited Annual Accounts as submitted to the auditor no later than 31st August immediately following the financial year to which the Annual Accounts relate; and
 - b) to consider the audited Annual Accounts and aim to approve those accounts for signature no later than 30th September immediately following the financial year to which the accounts relate.
- (14) To scrutinise both treasury management strategy and performance prior to these matters being considered by the Council, subject to adherence to statutory timescales.
- (15) To consider reports by external agencies insofar as they contribute to the overall assessment of governance, risk and internal control.

- (16) To review the performance and effectiveness of the standard and level of service provided by council services.
- (17) To review and oversee the operation of the council's complaints procedure.
- (18) To consider any report by the Scottish Public Services Ombudsman in respect of any finding of maladministration against the council.
- (19) To consider the Chief Executive's Annual Report on Corporate Governance and the Annual Governance Statement.
- (20) To commission an annual programme of reviews of service performance and/or the implications of policy decisions subject to the latter not being undertaken until at least six months after implementation.
- (21) In relation to Police and Fire and Rescue Services, to consider and carry out the following actions:-
 - (i) approval of the Local Policing and Fire & Rescue Plans;
 - (ii) monitoring and providing feedback on Local Policing and Fire & Rescue;
 - (iii) scrutiny of local performance;
 - (iv) making recommendations for improvements to Local Policing and Fire and Rescue;
and
 - (v) consideration of reports of Local Policing and Fire & Rescue matters.