

## ANGUS COUNCIL

MINUTE of MEETING of the **SCRUTINY AND AUDIT COMMITTEE** held in the Town and County Hall, Forfar, on Tuesday 7 March 2017 at 2.00pm.

**Present:** Councillors BRIAN BOYD, DAVID CHEAPE, COLIN BROWN, LYNNE DEVINE, BILL DUFF, CRAIG FOTHERINGHAM, JEANETTE GAUL, JIM HOUSTON, IAN MCLAREN, ROB MURRAY, BOB MYLES and RONNIE PROCTOR MBE.

Councillor BOYD, Convener, in the Chair.

Prior to the commencement of business, the Convener intimated his thanks to Officers and Members of this Committee for their contribution and support over the last five years. He also highlighted the introduction of Scrutiny Panels and noted the achievement of these Panels in realising savings to the Council. He also welcomed Councillor Brown to his first meeting of the Scrutiny and Audit Committee.

### 1. APOLOGIES/SUBSTITUTES

An apology for absence was intimated on behalf of Councillor Mark Salmond.

### 2. DECLARATIONS OF INTEREST

Councillor Duff declared an interest in Report Nos. 103/17 and 104/17 (Articles 9 and 10 below) as he was a Council appointed Director of Angus Alive. He indicated that he would participate in any discussion and voting.

Councillor Brown declared an interest in Report Nos. 103/17 and 104/17 (Articles 9 and 10 below) as he was a Council appointed Director of Angus Alive. He indicated that he would participate in any discussion and voting.

Councillor Jeanette Gaul declared an interest in Report Nos. 103/17 and 104/17 (Articles 9 and 10 below) as she was a Council appointed Director of Angus Alive. She indicated that she would participate in any discussion and voting.

*In accordance with the provisions of Standing Order 11(2), the Convener in respect of Angus Local Policing Plan ruled that Report No 129/17 should be considered at the meeting as a matter of urgency.*

*Thereafter, the Committee agreed in accordance with the provisions of Standing Order 37(2), to change the Order of Business which would now be considered in the following order.*

### 3. MINUTE OF PREVIOUS MEETING

The minute of meeting of this Committee of 24 January 2017 was approved as a correct record and signed by the Convener.

### 4. TREASURY MANAGEMENT STRATEGY STATEMENT 2017/18

With reference to Article 11 of the minute of meeting of this Committee of 19 April 2016, there was submitted Report No 109/17 by the Head of Corporate Improvement and Finance, seeking approval of the proposed Treasury Management Strategy for Angus Council in 2017/18.

The Report indicated that the purpose of the Treasury Management Strategy Statement was to develop borrowing, investment and debt rescheduling strategies for the forthcoming financial year based on prospects for interest rates. The strategies adopted took account of the current treasury position and treasury limits in force which would limit treasury risk and the treasury activities of the Council.

The 2017/18 Treasury Management Strategy Statement and Annual Investment Strategy set out the expected treasury management activities for Angus Council for the forthcoming financial year.

The Committee agreed to note the proposed Treasury Management Strategy Statement and Annual Investment Strategy for 2017/18, attached as Appendix A to the Report.

## **5. EXTERNAL AUDIT ANNUAL AUDIT PLAN**

With reference to Article 10 of the minute of meeting of this Committee of 8 March 2016, there was submitted Report No 110/17 by the Head of Corporate Improvement and Finance, presenting the External Auditor's Annual Audit Plan for 2016/17.

The Report indicated that the Annual Audit Plan contained an overview of the planned scope and timing of the audit and was carried out in accordance with the International Standards on Auditing (ISAs), the Code of Audit Practice, and any other relevant guidance.

The plan identified the audit work to provide an opinion on the financial statements and related matters and to meet the wider scope requirements of public sector audit, including the new approach to Best Value. The wider scope of public audit contributed to conclusions on the appropriateness, effectiveness and impact of corporate governance, performance management arrangements and financial sustainability.

The key audit risks, which required specific audit testing were outlined in Exhibit 1, of the Appendix to the Report.

Gillian Woolman, Assistant Director, Audit Scotland highlighted the various aspects of the Report.

The Committee agreed to note the contents of the External Annual Audit Plan.

## **6. SCOTTISH FIRE AND RESCUE QUARTERLY PERFORMANCE REPORT FOR THE PERIOD 1 OCTOBER TO 31 DECEMBER 2016**

With reference to Article 4 of the minute of meeting of this Committee of 22 November 2016, there was submitted Report No 91/17 by Colin Grieve, Local Senior Officer, Scottish Fire and Rescue Service, containing performance information relating to the third quarter (October – December) of 2016-17 on the performance of the Scottish Fire and Rescue Service in support of member scrutiny of local service delivery.

Attached as Appendices 1 and 2 to the Report was the detailed breakdown and analysis of all data collected during the reporting period along with the performance summary for the period 1 April to 31 December 2016.

Colin Grieve, Local Senior Officer provided an overview and highlighted a number of key performance results.

Following discussion, where questions were answered, the Committee agreed to note the performance of the Scottish Fire and Rescue Service against the priorities, performance indicators and targets detailed within the local Fire and Rescue Plan for Angus 2014-17.

In conclusion, he intimated his best wishes to the Committee members and thanked them for their continued support.

## **7. ANGUS LOCAL POLICING AREA PERFORMANCE RESULTS FOR THE PERIOD 1 APRIL TO 31 DECEMBER 2016**

With reference to Article 5 of the minute of meeting of this Committee of 22 November 2016, there was submitted Report No 102/17 by Chief Superintendent Paul Anderson, which updated the Committee on the performance results for the period 1 April to 31 December 2016.

Attached as Appendix A to the Report were the performance indicators that had been subdivided into the following priorities within the Report which were the Local Policing Priorities as identified in the three year Local Policing Plan:-

- Serious and Organised Crime
- Public Protection and Safety
- Road Safety
- Antisocial Behaviour
- Theft and Scams

Chief Superintendent Paul Anderson accompanied by Chief Inspector David McIntosh, provided an informative overview of the Report.

Following his first full year in post, Chief Superintendent Anderson intimated his appreciation to members for their contribution and support, in particular, their feedback in relation to the Angus Local Policing Plan. He also thanked members for their valued contribution to the informal drop in sessions which had been held regularly and expressed the hope that these sessions would continue in future.

Following discussion and having heard from some members, the Committee agreed to note the contents of the Report.

## **8. ANGUS LOCAL POLICING PLAN**

There was submitted Report No 129/17 by Chief Inspector David McIntosh, which updated the Committee on the final draft of the Angus Local Policing Plan.

The Report indicated that the existing Local Policing Plan was formally approved and published to run between 2014 and 2017. Police Scotland commenced consultation on the local policing plans in 2016 via the online survey, "Your View Counts". The local policing deployment model was updated to reflect locality policing in January 2017.

Approval of the Report would enable Chief Inspector McIntosh (Angus Local Area Commander) and Tayside Division, Police Scotland to engage with partners and local communities to produce locality plans and to make resource bids to support local policing activity.

Chief Inspector McIntosh provided an overview and having heard from some members, the Committee agreed to approve the final draft of the Angus Local Policing Plan.

## **9. INTERNAL AUDIT ACTIVITY UPDATE**

With reference to Article 5 of the minute of meeting of this Committee of 24 January 2017, there was submitted Report No 103/17 by the Acting Service Manager – Governance and Consultancy, providing the Audit Manager's update of the main findings of the Internal Audit Report issued since the date of the last meeting.

Three Internal Audit Reports had been issued since the last Committee, these being:-

- IT Systems Development
- Risk Management
- Absence Management

The Report provided an update in relation to the progress of Internal Audit activity in the Council up until the end of January 2017, the progress with the 2016/17 Internal Audit Plan and the progress with implementing Internal Audit recommendations.

Councillor Murray welcomed the considerable progress made in relation to the implementation of Internal Audit recommendations and indicated that the additional column in the report had greatly assisted as this outlined the reasons why the original due date had not been met.

The Committee agreed:-

- (i) to note the update on the completion of the 2016/17 Internal Audit Plan; and
- (ii) to note the management's progress in implementing Internal Audit recommendations.

#### **10. ANNUAL INTERNAL AUDIT PLAN 2017/18**

With reference to Article 7 of the minute of meeting of this Committee of 21 June 2016, there was submitted Report No 104/17 by the Acting Service Manager – Governance and Consultancy, presenting the Audit Manager's Annual Internal Audit Plan for 2017/18.

The Report indicated that in terms of the Public Sector Internal Audit Standards (PSIAS), the Audit Manager was required to set a risk based audit plan sufficient to provide the required assurances to members and officers in relation to corporate governance risk management and internal controls.

Attached as Appendix 1 to the Report were the outcomes of the annual planning exercise and the Audit Manager's proposed 2017/18 Internal Audit Plan.

The 2017/18 Internal Audit Plan set out the proposed assurance activity to be performed by the Council's Internal Audit team in order to allow the Audit Manager to provide an Annual Internal Audit Opinion in June 2018.

The Committee agreed:-

- (i) to note that a risk-based approach methodology had been utilised to develop the proposed Internal Audit Plan for 2017/18; and
- (ii) to approve the proposed 2017/18 Internal Audit Plan.

*At this stage in the meeting, Alan Munn, Audit Manager, Scott Moncrieff advised that due to his forthcoming retirement this would be his last meeting. He intimated his best wishes to members.*

*The Convener on behalf of the Committee thereafter thanked Alan for his contribution over the past year and wished him well in his retirement.*

#### **11. CORPORATE RISK REGISTER UPDATE**

With reference to Article 9 of the minute of meeting of this Committee of 22 November 2016, there was submitted Report No 105/17 by the Chief Executive, presenting the quarterly Corporate Risk Register update for review and challenge.

The Report indicated that there were currently twelve corporate risks and that the majority of these and their associated actions had been reviewed and assessed. The update provided by the risk/actions owners was detailed in the "Latest Note" fields in the summary report attached as Appendix 1 to the Report.

The review of 3 risks were still to be concluded by the Council Management Team namely: Core Governance, Health and Social Care Integration and Public Protection. Details of these risks were attached at Appendix 2 to the Report.

One action had been completed at its due date and all other actions were on course to achieve their due dates.

The Committee agreed to note the contents of the update Report.

#### **12. ANGUS COMMUNITY PLAN AND SINGLE OUTCOME AGREEMENT 2013/16 – PARTNERSHIP ACHIEVEMENTS OVER THE PAST THREE YEARS**

With reference to Article 9 of the minute of meeting of this Committee of 29 September 2016, there was presented the achievements of the Angus Community Plan and Single Outcome Agreement 2013/16 over the past three years. It highlighted a number of successes in terms of the five thematic priorities and the three cross-cutting areas.

The Report indicated that guidance for the Community Empowerment (Scotland) Act stipulated that a Local Outcome Improvement Plan (LOIP) should be agreed by community planning partners by 1 October 2017. The Angus Community Plan and Single Outcome Agreement 2013/16 was therefore being extended for a transition period during which a LOIP was developed and consulted upon.

Overall, the Report provided a picture of the improvements in delivering key outcomes for the people of Angus.

The Committee agreed:-

- (i) to note the achievements highlighted in the Report;
- (ii) to note that the Report was approved by the Angus Community Planning Partnership Board on 7 December 2016; and
- (iii) to note that the Report would be issued to Community Councils for information.

### **13. SCRUTINY PANEL REVIEWS**

With reference to Article 10 of the minute of this Committee of 21 June 2016, there was submitted Report No 107/17 by the Acting Service Manager – Governance and Consultancy, providing an update on the 2016/17 Scrutiny Panel reviews.

The Report indicated that in respect of the Major Service Change Projects and the Sickness Absence Management reviews, these reviews would be included in the list of topics for consideration during the 2017/18 scrutiny review topic canvass.

The Committee agreed:-

- (i) to note the reasons outlined in Section 4 of the Report that no Scrutiny Panel reviews would be carried out during 2016/17; and
- (ii) to note that the Scrutiny Review topics previously agreed for 2016/17 would be included in the 2017/18 Scrutiny Review canvas.

### **14. ELECTED MEMBERS LEARNING AND DEVELOPMENT: JANUARY – DECEMBER 2016**

There was submitted Report No 108/17 by the Head of HR, IT and Organisational Development, providing information in relation to Elected Members Learning and Development Activity for the period January to December 2016.

The Report indicated that historically elected members in Angus had been offered development opportunities from a variety of sources.

The CPD framework provided elected members with professional and personal development opportunities and generated comprehensive, constructive feedback on how they exercised a wide range of important political skills. The framework also provided access to a range of learning and development materials, including online learning.

In addition, the Report outlined that this year an Elected Members' Development Page had been added to the Council's intranet as a "one stop shop" for members to view development opportunities from the sources outlined. It was envisaged that this would increasingly become a resource for members as they gained confidence in the use of digital tools and as the page became more embedded in processes following the 2017 elections.

The Committee agreed:-

- (i) to note the elected members development which had taken place during 2016; and
- (ii) to approve that instead of reporting the information to Committee, the elected member development data for 2017 would be published as part of public performance reporting in 2018.