

ANGUS COUNCIL

SCRUTINY AND AUDIT COMMITTEE – 25 JANUARY 2022

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

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

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 13 August 2021 to 17 December 2021.
- 3.2 This was last reported to this committee in September 2021 covering the period 1 April 2021 to 12 August 2021. Report 296/21 refers.

4. PROPOSALS

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

There are no financial implications arising directly from this report.

6. EQUALITY IMPACT ASSESSMENT

An Equality Impact Assessment is not required, as this report does not impact on people.

NOTE: Background papers, as detailed by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) relied on to a material extent in preparing the above report are:

- Report 365/18

REPORT AUTHOR: Cathie Wyllie Service leader Internal Audit
EMAIL DETAILS: ChiefExec@angus.gov.uk

List of Appendices: 1: Committee Reports 13 August 2021 to 17 December 2021.

APPENDIX 1

COMMITTEE REPORTS 13 August 2021 to 17 December 2021

Table 1: Reports submitted to Council and Council committees

Report No.	Council/Committee	Report Title / Summary	S&A remit (see below)
R275/21	Angus Council 24 September 2021	Information Report – Participatory Budgeting This report presents an update on the activity to date in the 2021/22 round of participatory budgeting in Angus	6
R279/21	Angus Council 24 September 2021	Angus Council Plan Annual Performance Report 2020-21 This report presents the Angus Council Plan annual performance report for 2020-2021	6
R280/21	Angus Council 24 September 2021	Scrutiny and Audit Committee 2020/21 Annual Report This report presents the Scrutiny and Audit committee 2020/21 annual report for comment and approval.	1
R281/21	Angus Council 24 September 2021	Angus Child protection Committee Annual Report This report presents the Angus Child Protection Committee Annual Report for April 2019 to July 2020. Chief Officers across Scotland are individually and collectively responsible for the leadership, direction and scrutiny of their respective child protection services and their Child Protection Committees. In Angus, the Child Protection Committee reports directly to the Chief Officers’ Group. A number of Angus Council services are members of the Child Protection Committee reflecting both the multi-faceted nature of risk and the whole system responsibility to support its mitigation.	6
R283/21	Angus Council 24 September 2021	ANGUSalive Update This report provides an update in relation to ANGUSalive, including the organisation’s current temporary operating arrangements and recovery plans following the Scottish Government’s lifting of almost all formal lockdown restrictions on 9 August 2021, along with progress and key next steps in relation to the ongoing development of the ANGUSalive Transformation Project previously agreed by the Council	7
R284/21	Angus Council 24 September 2021	Financial Regulations Review The report seeks approval for the application of revised Financial Regulations which have undergone a review and updating process.	1

Report No.	Council/Committee	Report Title / Summary	S&A remit (see below)
R286/21	Angus Council 24 September 2021	Update on Review of Remote Meetings Arrangements and Potential for Hybrid Model for Meetings This report updates elected members in relation to remote meetings arrangements and future hybrid meeting requirements.	1
R334/21	Angus Council 4 November 2021	Angus Community Plan Annual Report 2020-2021 This report presents the Angus Community Plan Annual Performance Report for 2020 - 2021.	6
R336/21	Angus Council 4 November 2021	Public Bodies Climate Change Duties Angus Council Annual Report This report relates to the period 2020/21, giving an overview of Angus Council's compliance with its climate change duties, with measures to improve performance relating to sustainability and climate change	6
R338/21	Angus Council 4 November 2021	Options Appraisal Guidance This report seeks approval to introduce Options Appraisal Guidance to strengthen our approach to managing change and the decision-making process. The guidance was developed in response to a recommendation following an external review of the decision to demolish Lochside Leisure Centre. The independent review was carried out by Azets who reported back to Council on 18 March 2021 (Report 97/21 and Appendix 1 refer)	1
R392/21	Angus Council 16 December 2021	Covid-19 update The purpose of this report is to provide elected members with an update on Angus Council's ongoing response to the COVID-19 pandemic.	6
R393/21	Angus Council 16 December 2021	ANGUSalive update This report provides the latest update in relation to ANGUSalive, including information in relation to the current temporary operating arrangements, financial position and progress with the ongoing development of the ANGUSalive Transformation Project previously agreed by the Council.	7

Report No.	Council/Committee	Report Title / Summary	S&A remit (see below)
R396/21	Angus Council 16 December 2021	<p>Interim Arrangements: Information Reports</p> <p>This report seeks approval of interim arrangements with regard to providing elected members with information reports.</p>	1
R397/21	Angus Council 16 December 2021	<p>Amendments to the Timetable of Meetings 2022</p> <p>This report seeks approval of interim arrangements with regard to providing elected members with information reports. A late verbal update asked members to extend the duration of the remote meetings until after the first meeting of the new Council in May 2022.</p>	1
R299/21	Children and Learning 21 September 2021	<p>Angus integrated Children's Services Corporate Parenting progress report 2017-2021 and Angus promise Plan 2021 – 2024</p> <p>The Children and Young People (Scotland) Act 2014, Part 9, sets out Corporate Parenting responsibilities. Named bodies (of which the Council is one) must establish a plan to deliver supports and services to children and young people who are looked after, or have previously been looked after, and must report on this plan periodically. The Angus Corporate Parenting Board has been established on a multi-agency basis and comprises a wide range of representatives, including a number of individual elected members.</p> <p>Since 2017, the Corporate Parenting Board has had a joint plan. This report presents for scrutiny and comment, the report on progress made toward delivering the objectives of the 2017 – 2020 Corporate Parenting Plan which was extended to 2021. A refreshed Corporate Parenting Plan (The Angus Promise Plan) for 2021 – 2024, taking account of national developments relating to The Promise, is also presented for scrutiny, comment and approval by members of Children and Learning. This report was presented to Scrutiny and Audit Committee on 24th August 2021. Members are asked to assert their commitment to keeping the Angus Promise.</p>	6
R302/21	Children and Learning 21 September 2021	<p>Children's Social Work Statistics – Overview report</p> <p>This report provides members of the Children and Learning Committee an overview of Angus Council performance data relating to annual statutory returns. This is the first overview report of this nature presented by the Children, Families & Justice Directorate.</p>	6

Report No.	Council/Committee	Report Title / Summary	S&A remit (see below)
R346/21	Children and Learning 16 November 2021	<p>Angus Education Report 2020-21 and Angus Annual Education Plan 2021-22</p> <p>The Standards in Scotland's Schools etc Act 2000, as amended, introduced new planning and reporting duties on Education Authorities. This report presents Angus Council's Annual Education Report for session 2020 - 2021 and the Angus Annual Education Plan (AAEP) for session 2021 - 2022. A copy of the 2021- 2022 AAEP, if approved, will be sent to Scottish Ministers in line with statutory requirements.</p>	6
R307/21	Communities 28 September 2021	<p>Information report – Rapid Rehousing Transition plan update</p> <p>This report provides information to members with regard to the Rapid Rehousing Transition Plan (2019/20-2023/24), albeit that a decision is not required in terms of the current Scheme of Delegation to Officers and the Order of Reference of Committees.</p>	6
309/21	Communities 28 September 2021	<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
R356/21	Communities 23 November 2021	<p>Port Marine Safety Code -Audit</p> <p>This report presents the Marine Safety Management System (MSMS) for Arbroath Harbour along with the result of the 2021 Port Marine Safety Code Audit carried out by the council's Designated Person who measures performance against the Code.</p> <p>The summary presented in the audit report identifies that, for the ten-point health-check, Angus Council as the Statutory Harbour Authority for Arbroath Harbour was found to have 2 non-compliances, 21 observations/recommendations and 72 satisfactory components, with 2 items of best practice identified. Due to the 2 non-compliances Angus Council as the Statutory Harbour Authority for Arbroath Harbour is found not to be fully compliant with the requirements of the Port Marine Safety Code. Regarding the observations and recommendations within the audit report, the Harbour Master will ensure that these are addressed and carried out before the next audit in September 2022.</p>	6

Report No.	Council/Committee	Report Title / Summary	S&A remit (see below)
R321/21	Policy and Resources 26 October 2021	<p>Information report – Community Asset Transfer – 2020/21 Annual Report</p> <p>This report presents the Angus Council Annual Report on Community Asset Transfer activities in Angus covering the 2020/21 financial year.</p>	6
R378/21	Policy and Resources 7 December 2021	<p>Information report – Schedule 1 Energy Annual Report 2020/21</p> <p>This report presents the end of year status of the energy consumption, carbon emissions and expenditure on energy supplies for the Councils non-housing properties for 2020/21. Compared to the 2019/20 outcome it shows a 3.9% reduction in energy consumption and a 9.4% reduction in carbon emissions.</p> <p>Information report – Schedule 2 Water Annual Report 2020/21</p> <p>This report presents the end of year status of the water consumption and water and drainage expenditure for the Council non-housing properties for 2020/21. Compared to the 2019/20 outcome it shows a 29,768 cubic meter reduction in water consumption and a decrease of £53,739 on the water and drainage expenditure for 2020/21.</p>	6

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 29 September 2021	<p>Agenda and reports are available at IJB audit committee 29 september 2021</p> <p>This includes the minute from the Audit Committee meeting on 23 June 2021. Other reports of interest:</p> <p>Report IJB 47/21 2021/22 Internal Audit Plan – progress Report Report IJB 48/21 – Annual Internal Audit Report – Update Report IJB 49/21 – 2020/21 Angus IJB – Assurances Received from Partners Report IJB 50/21 - 2020/21 Audited Annual Accounts Report IJB 51/21 – Internal Audit Reports – Follow-Up Actions Report IJB 52/21 – Governance Actions Plan</p>	7
IJB Audit Committee 8 December 2021	<p>Agenda and reports are available at: IJB audit committee 8 december</p> <p>This includes the minute from the Audit Committee meeting on 29 September 2021. Other reports of interest:</p> <p>Report IJB 61/21 2021/22 Internal Audit Plan - progress report Report IJB 62/21 – Internal Audit Reports – Follow-Up Actions Report IJB 63/21 – Governance Actions Plan Report IJB 64/21 – 2020/21 External Annual Audit Report – progress report Report IJB 65/21 – IJB Audit Committee Working Arrangements Report IJB 66/21 Risk Management Mid Year Update</p>	7
IJB Board 25 August 2021	<p>Agenda and reports are available Angus health and social care integration joint board 25 august 2021</p> <p>This includes the minute from the meeting of 23 June 2021. Other reports of interest include:</p> <p>Item 4a Appointment of Chief officer Item 4b Appointment of Board members to the IJB Committee Item 5 Finance report 2020/21 Item 11 Angus IJB Audit Committee Annual Report</p>	7
IJB Board 27 October 2021	<p>Agenda and reports are available Angus health and social care integration joint board 27 october 2021</p> <p>This includes the minute from the meeting of 25 August 2021. Other reports of interest include:</p> <p>Item 5 Appointments Item 6 Finance report 2020/21 Item 13 Internal Care Homes – Future Delivery Arrangements</p>	7
Special IJB Board 12 November 2021	<p>Agenda and reports are available Special angus health and social care integration joint board 12 november 2021</p> <p>Item 4 Internal Care Homes – Future Delivery Arrangements</p>	7

<p>IJB Board 8 December 2021</p>	<p>Agenda and reports are available:</p> <p>Angus health social care integration joint board 8 december 2021</p> <p>This includes the minute from the meeting of 27 October and the Special meeting of 12 November 2021. Other reports of interest include:</p> <p>Item 4 Finance Report 2021/22</p>	<p>7</p>
<p>Tayside Contracts Joint Committee 30 August 2021</p>	<p>Agenda and reports are available:</p> <p>Tayside Contracts Joint Committee 30 August 2021</p> <p>including the minute of the meeting on 21 June 2021.</p> <p>Reports of particular interest:</p> <p>Item 4 Membership – Perth & Kinross Council. Perth & Kinross Council advised that Cllr. John Rebbeck has resigned as a member of the Joint Committee and that notification of his replacement will be indicated in due course.</p> <p>Item 5 Internal Audit Report Annual Report 2020/21. The report provides an overview of Internal Audit work carried out by Wylie and Bisset for the financial year 2020/21 and provides an audit opinion of the adequacy and effectiveness of Tayside Contracts' risk management, control and governance processes. In the Auditor's opinion, Tayside Contracts did have adequate and effective risk management, control and governance processes to manage its achievement of Tayside Contracts' objectives, at the time of their audit work. In the Auditor's opinion, Tayside Contracts has proper arrangements to promote and secure value for money. For the audit work carried out, the findings showed; 'strong' levels of audit assurance (Data Protection; Human Resources and Payroll and Risk Management); and 'substantial' assurance (Follow Up Review).</p> <p>Item 6 External Audit Annual Report & Final Accounts. This report presents the report by Audit Scotland (Tayside Contracts' External Auditor) on the audit of the financial year ended 31 March 2021, and highlights the key findings included in the Auditor's report. The Auditors have issued an unqualified audit opinion on the 2020/21 Annual Accounts. The Auditors made five recommendations, for which an action plan is already in progress.</p> <ol style="list-style-type: none"> 1. To ensure that the extent of issues with the annual accounts presented for audit is minimised in future years, management should introduce additional quality controls and supervisory checks as part of the accounts' preparation process. 2. Management should ensure that the organisation has sufficient capacity to undertake all key finance functions. This includes ensuring that all finance staff have adequate support and training to undertake their roles effectively. 3. To ensure that the financial reports taken to the Joint Committee present accurate and reliable information, management should strengthen the arrangements in place for reviewing budget monitoring reports. 4. Tayside Contracts and the constituent councils should continue to work together to identify savings and efficiencies that can be delivered across all activities undertaken by the organisation. This will ensure a coordinated approach that delivers benefits for all three councils and the public purse. 5. Management should review the information published on Tayside Contracts website against the Public Sector Bodies (Website and Mobile Applications) Accessibility Regulations 2018 to identify what reasonable changes could be made to improve the accessibility of any information that does comply with these requirements. 	<p>7</p>

<p>Tayside Contracts Joint Committee 22 Nov. 2021</p>	<p>Agenda and reports are available:</p> <p>Tayside Contracts Joint Committee 22 November 2021</p> <p>Including the minute of the meeting on 30 August 2021.</p> <p>Reports of particular interest:</p> <p>Item 4 Membership – Perth & Kinross. Perth & Kinross Council advised that Cllr. Willie Wilson be appointed as a member of Tayside Contracts Joint Committee as replacement for Cllr John Rebbeck. Perth & Kinross Council also advised that Cllr Sheila McCabe has resigned as a member of the Joint Committee and her replacement will be advised in due course.</p> <p>Item 5 Annual Performance Report 2020/21. In order to comply with Section 13 (1) of the Local Government in Scotland Act 2003, Tayside Contracts is required to produce an Annual Performance Report. The focus of this report is on the key values and themes which underpin Tayside Contracts' Business Plan, and which influence the outcomes of Tayside Contracts' activities and performance: People; Performance; Partnership and Perception.</p> <p>Item 6 Business Plan – Six Month Update. This report provides a six monthly update on progress for 2021/22 with the priorities, action plans and targets detailed in Tayside Contracts' Business Plan 2021-24. The report shows that good progress is being made, despite much of senior management capacity having to remain focussed on responding to the global pandemic. Of the 32 actions scheduled during the first six months, 22 are classed as `green` with only 10 assessed as `amber` (some minor issues). The amber rated items have been re- scheduled to ensure that they will be completed satisfactorily.</p>	<p>7</p>
--	---	----------

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.