Local Code of Corporate Governance

June 2023

Introduction

Angus Council is committed to achieving excellent standards of corporate governance. The Local Code of Corporate Governance describes how we intend to achieve this.

The Local Code was first adopted in 2002 and has been regularly reviewed and updated. In developing the current Local Code, we have considered best practice and guidance, in particular the CIPFA/SOLACE Framework *Delivering Good Governance in Local Government* published in April 2016 and the accompanying Scottish guidance notes published in November 2016. The overall aim of the Framework is to ensure that:

- resources are directed in accordance with agreed policy and according to priorities
- there is sound and inclusive decision making
- there is clear accountability for the use of those resources in order to achieve desired outcomes for service users and communities.

Delivering Good Governance

Governance refers to the arrangements put in place to ensure that the intended outcomes for stakeholders are defined and achieved.
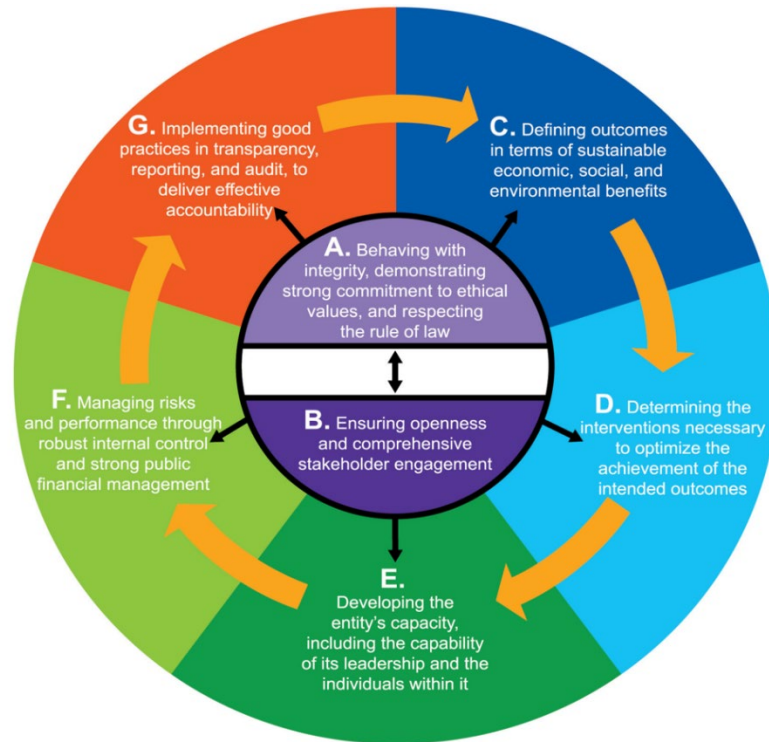
Delivering Good Governance sets out seven core principles for good governance:

A.   Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law

B.   Ensuring openness and comprehensive stakeholder engagement

C.   Defining outcomes in terms of sustainable economic, social and environmental benefits

D.   Determining the interventions necessary to optimise the achievement of the intended outcomes

E.   Developing the entity's capacity, including the capability of its leadership and the individuals within it

F.   Managing risks and performance through robust internal control and strong public financial management

G.   Implementing good practices in transparency, reporting and audit, to deliver effective accountability

Annual Review

Compliance with the seven core principles for good governance will be assessed on an annual basis by the Corporate Governance Officers Group (CGOG) on behalf of the Chief Executive. CGOG members are Director of Strategic Policy, Transformation & Public Sector Reform (Chair), Director of Finance, Director of Legal & Democratic Services, Service Leader Governance & Change, Manager - Support Services Education and Lifelong Learning and Performance Analyst Governance & Change.

The Service Leader - Internal Audit attends in an advisory capacity.

The results of the CGOG assessment will be reported to the Council's Corporate Leadership Team and the Scrutiny & Audit Committee. The report will incorporate recommendations for additions and/or improvements to the Council's governance arrangements, to reflect any changes in the way in which the Council does business or new legislation.

CGOG's assessment of compliance will be reflected in an Annual Governance Statement which will be submitted to the June meeting of the Scrutiny & Audit Committee. The Annual Governance Statement will be signed by the Leader of the Council and the Chief Executive for inclusion in the Council's annual accounts.

The Annual Governance Statement will also be informed by the Service Leader Internal Audit's independent review of the Council's risk management processes, systems of internal control and corporate governance processes.

Evidence of Compliance with Core Principles

The following pages set out the evidence which demonstrate Angus Council's compliance with the core principles and compliance with the requirements of the framework. Hyperlinks are provided where available and the table highlights new evidence and any current evidence that has been updated in the last 12 months.

Evidence / Principle	A	B	C	D	E	F	G	New / Updated	Comments
Angus Community Plan 2022 to 2030	✓	✓	✓				✓		Information can be accessed from the Council website.
Angus Community Planning Partnership Annual Performance Report				✓	✓	✓			
Angus Council Performance Website				✓	✓	✓			
Angus Health & Social Care Partnership Website		✓							Information can be accessed from the Council website, including Integration Joint Board agendas, reports and minutes.
Angus Joint Child Poverty Local Action Plan	✓	✓	✓	✓					
Angus Sustainable Energy and Climate Action Plan (SECAP)	✓	✓	✓	✓				Updated	
AngusAlive		✓							
AngusAlive Annual Performance Report				✓				Updated	
Annual Accounts							✓	Updated	
Annual Governance Statement	✓	✓		✓		✓	✓	Updated	Draft presented to Scrutiny & Audit committee in June. Once approved, published each year on Angus Councils website as part of the Annual Accounts.
Audit Scotland Best Value Report	✓	✓	✓	✓	✓	✓	✓	Updated	The report has been published on angus.gov.uk and the Audit Scotland website July 2022.
Budget Setting Process				✓			✓		
Business Case and Options Appraisal				✓				Updated	Guidance documentation and e-learning introduced in February 2023.
Capital & Revenue Budget monitoring reporting to P&R Committee (Regular)				✓					
Change Programme			✓	✓	✓			Updated	Update is directly aligned with the Community Plan and Council Plan. The most recent Change Programme was agreed by the Council in March 2023 as part of the Finance & Change Plan.
Change Programme 'life-cycle' and template documents				✓					

Evidence / Principle	A	B	C	D	E	F	G	New / Updated	Comments
CiPFA Financial Management Code Self Assessment	✓	✓						Updated	Identifies risk to financial sustainability and introduces a framework of assurance 2023.
Citizen Survey		✓							
Communication, Engagement and Consultation Policy		✓						New	Report 407/22 & App
Complaints Handling Procedure	✓	✓		✓					
Corporate Leadership Team & Leaders / Cabinet Meetings					✓				
Corporate Risk Register						✓			Specific presentations relating to the risks identified on the Council's Corporate Risk Register are made to the Council's Scrutiny & Audit Committee.
Corporate Safety, Health and Wellbeing Policy	✓								
Corporate Training Policy & Budget					✓				
Council & Committee Meetings		✓					✓	Updated	Have now moved to hybrid meetings which commenced in March 2023.
Council Annual Performance Report				✓			✓		
Council Plan 2023 to 2028	✓		✓	✓			✓	Updated	New Council Plan Approved at Full Council March 2023 for the next five years.
Councillor Code of Conduct	✓	✓							
Councillor Register of Interest		✓							
Counter Fraud Framework	✓					✓	✓		
Customer Care Standards	✓	✓						Updated	This is currently under review.
Digital Strategy		✓		✓					
Elected Member briefing and development sessions				✓					
Elected Members Induction and Training	✓			✓	✓				

Evidence / Principle	A	B	C	D	E	F	G	New / Updated	Comments
Employee Annual Governance Reminder	✓							Updated	Latest version of the course includes a new section on Climate Change and Net Zero 2045.
Employee Annual Performance & Development Reviews	✓				✓				
Employee Code of Conduct	✓	✓							
Employee Induction and Training	✓				✓				
Employee induction and training, including mandatory training	✓								
Equalities Impact Assessments (EIAs)			✓						
Equalities Mainstreaming Report			✓						
External Audit Reports						✓	✓		Presented to Scrutiny & Audit Committee when required.
Fairer Scotland Duty Assessments			✓						
Financial & Change Plan 2023 to 2026		✓		✓				Updated	Agreed by Council in March 2023 as part of the budget setting process and sets out a three year savings plan.
Financial Regulations	✓				✓				
Freedom of Information	✓	✓							
Have your Say			✓						
HGIOC Self Evaluation				✓		✓			
IJB – Code of Conduct	✓								
IJB Agendas, Reports and Minutes		✓							
IJB Strategic Progress & Performance Report				✓					
Information Governance	✓		✓			✓			
Information Governance Steering Group	✓		✓			✓			

Evidence / Principle	A	B	C	D	E	F	G	New / Updated	Comments
Information Governance Working Group	✓		✓			✓			
Integration Scheme	✓	✓	✓	✓	✓	✓	✓	Updated	Scottish Ministerial approval for the new integration scheme received on 21 November 2022
Internal Audit Reports						✓	✓		An Internal Audit Activity report is also presented to the Scrutiny & Audit committee on a rolling basis.
Leadership Development Programme					✓				
Local Government Benchmark Framework				✓	✓	✓			
Manager/Leadership Forums					✓				
Medium Term Budget Strategy									
Code of Conduct for Members of the IJB	✓								
Mentor Me Scheme					✓				
Modern apprentice, Graduate apprentice and Angus Works programmes					✓				
mylocalcouncil website					✓				
Open Data Website		✓							
Options Appraisal Guidance				✓					
Parent Forums				✓					
Performance information in Pentana for each service area				✓					The Pentana performance management system is being utilised to ensure that performance information is recorded in a purposeful and consistent manner across the organisation.
Performance Led Programme (PLED), including How Good is Our Council self-evaluation framework			✓	✓		✓		Updated	The first two stages of PLED are concluded and programme now progressing on to stages three and four. March 2023
Procurement Strategy and Policies			✓						

Evidence / Principle	A	B	C	D	E	F	G	New / Updated	Comments
Codes of Conduct for Professional Role	✓								There are jobs in the Council that require the officers to operate in accordance with a professional code of conduct.
Project Consultation		✓							
Records Management Plan						✓			
Reducing Child Poverty				✓					
Risk Management Strategy and user guidance						✓			
Risk presentations to Scrutiny & Audit Committee						✓			
Scheme of Delegation	✓								
Scrutiny & Audit Committee	✓			✓		✓	✓		
Standing Orders of The Council	✓								
Statutory Officers Roles	✓								
Tayside Contracts		✓							
Tayside Plan for Children, Young People and Families				✓					
Tayside Valuation Joint Board		✓							
Transition to Net Zero Action Plan: 2022 to 2030			✓					New	Now forms part of the annual Governance mandatory e-learning for all staff.
Whistleblowing Policy	✓					✓			
Workforce Plan 2022 to 2028		✓		✓	✓			Updated	This was agreed by Council in March 2023 as part of the budget setting process.