



# **Local Code of Corporate Governance**

**June 2024**

## Introduction

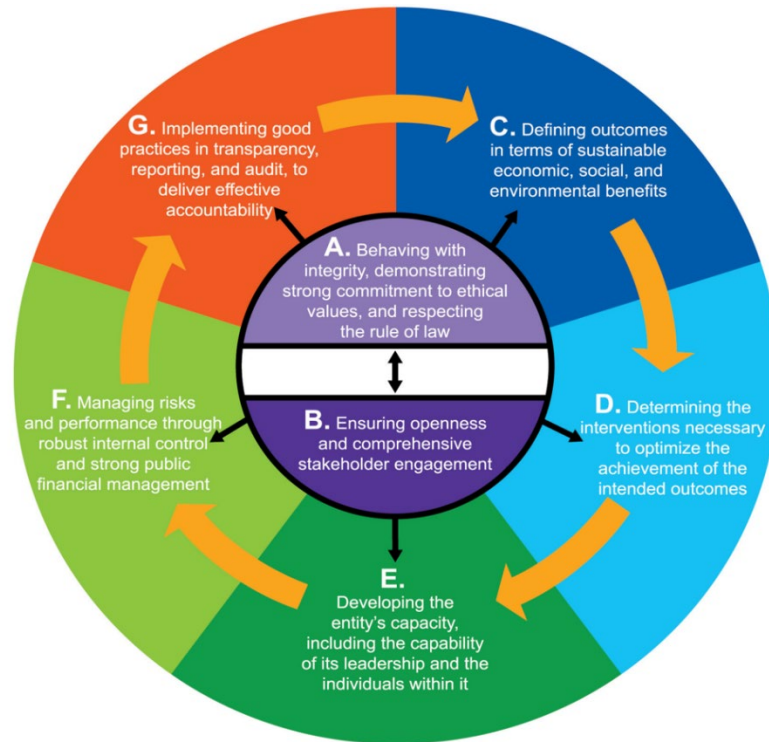
Angus Council is committed to achieving excellent standards of corporate governance. The Local Code of Corporate Governance describes how we intend to achieve this.

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 in Local Government* 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:

<b>Job Title</b>	<b>Role</b>
Director – Legal, Governance & Change	Chair
Director - Finance	Member
Service Leader – Governance, Change & Strategic Policy	Member
Service Leader – Support Services	Member
Manager – Policy, Planning & Performance	Member
Service Leader – Internal Audit	Observer

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 to address new legislation/ best practice.

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	Local Code of Corporate Governance Principles							New / Updated	Comments
	A	B	C	D	E	F	G		
<a href="#">AHSCP Website</a>		✓						Live	
<a href="#">Angus Community Planning Partnership</a>		✓						Live	
<a href="#">Angus Community Planning Partnership Performance Report</a>				✓	✓	✓		2024	
<a href="#">Angus Council Performance Website</a>				✓	✓	✓		2023	
<a href="#">Angus Joint Child Poverty Local Action Plan</a>			✓	✓		✓	✓	2024	
<a href="#">Angus Sustainable Energy and Climate Action Plan (SECAP)</a>			✓	✓		✓	✓	2022	
<a href="#">AngusAlive</a>		✓							
<a href="#">AngusAlive Annual Report</a>				✓				Updated	
<a href="#">Annual Accounts</a>							✓	Updated	
<b>Annual Governance Assurance Questionnaire</b>	✓	✓	✓	✓	✓	✓	✓	2024	Annual process each year for each Directorate
<b>Annual Governance Statement</b>						✓		Updated	Draft presented to Scrutiny & Audit committee in June. Once approved and finalised, published each year on Angus Councils website as part of the Annual Accounts.
<b>Annual Performance &amp; Development Reviews</b>	✓				✓				Under review
<b>Annual Performance Report</b>				✓			✓	Oct-21	
<a href="#">Audit Scotland Best Value Report</a>	✓	✓	✓	✓	✓	✓	✓		Annual Thematic audits now taking place
<b>Budget Monitoring &amp; Setting Process</b>				✓			✓		
<b>Business Case and Options Appraisal Guidance</b>				✓				2023	
<b>Change Programme</b>			✓	✓	✓			Updated	February 2024
<b>Change Programme 'life-cycle' and template documents</b>				✓					

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	A	B	C	D	E	F	G		
CiPFA Financial Management Code Self Assessment	✓	✓							Identifies risk to financial sustainability and introduces a framework of assurance 2023.
CiPFA Assurance Framework 2022	✓	✓	✓	✓	✓	✓	✓	2023	
Citizen Survey		✓						2020	In review to issue in 2024
<a href="#">Communication, Engagement and Consultation Policy</a>		✓						Live	Live website Engage Angus where all public consultations are visible
Complaints Handling Procedure	✓	✓		✓				2021	Internal Procedure updated inline with SPSO in 2021
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	✓	✓						2021	
Corporate Training Policy & Budget					✓				
<a href="#">Council &amp; Committee Meetings</a>		✓					✓	Live	Website updated with the latest Agenda and Minutes
<a href="#">Council Plan</a>	✓		✓	✓			✓	2024	New Council Plan Approved February 2024
<a href="#">Councillor Code of Conduct</a>	✓	✓						2021	Standards commissions scotland website
<a href="#">Councillor Register of Interest</a>		✓						Updated	
<a href="#">Counter Fraud Framework</a>	✓						✓	Sep-18	6 years old
<a href="#">Customer Care Standards</a>	✓	✓						Review	This is currently under review
<a href="#">Digital Strategy</a>		✓		✓					Update in progress
Elected Members Induction and Training	✓			✓	✓				Comprehensive induction process post May 2022 election
Elected Member briefing and development sessions				✓					

Evidence	Local Code of Corporate Governance Principles							New / Updated	Comments
	A	B	C	D	E	F	G		
Employee Annual Governance Reminder	✓	✓						Updated	Latest version of the course includes a new section on Climate Change and Net Zero 2045
Employee Code of Conduct	✓	✓						Nov-21	Next review 2023
Employee Induction and Training	✓				✓			2023	
Equalities Impact Assessments (EIAs)	✓	✓	✓	✓		✓	✓		No evidence of update but I know this has been reviewed
<a href="#">Equalities Mainstreaming Report (Appendix 1, Appendix 2, Appendix 3, Appendix 4)</a>	✓	✓	✓	✓				2023	
External Audit						✓	✓		Annual Audit
Fairer Scotland Duty			✓						
<a href="#">Financial &amp; Change Plan</a>		✓		✓				2024	Approved February 2024 Committee Meeting
<a href="#">Financial Regulations</a>	✓					✓		Updated	Review in March 2023, and reported to Committee
<a href="#">Freedom of Information</a>	✓	✓							
<a href="#">Have Your Say</a>	✓	✓							
Self Evaluation (using various frameworks HIGOC, HGIOS, ISO90001 for example)				✓		✓			Forms part of the Performance Led Programme
IJB - Code of Conduct	✓								
<a href="#">IJB - Agendas, Reports and Minutes</a>		✓							
<a href="#">IJB Strategic Progress &amp; Performance Report</a>				✓					
Information Governance	✓		✓			✓			
Information Governance Steering Group	✓		✓			✓			
Information Governance Working Group	✓		✓			✓			
<a href="#">Integration Scheme</a>	✓	✓	✓	✓	✓	✓	✓		Updated October 2022
Internal Audit Reports						✓	✓		
Leadership Development Programme					✓				

Evidence	Local Code of Corporate Governance Principles							New / Updated	Comments
	A	B	C	D	E	F	G		
Local Governance Benchmark Framework				✓	✓	✓			
<a href="#">Long Term Financial Planning Framework (Appendix A)</a>	✓	✓	✓		✓	✓	✓	2023	
Manager/Leadership Forums					✓				
<a href="#">Medium Term Budget Strategy</a>	✓	✓	✓		✓	✓	✓	Updated	
Members of IJB Code of Conduct	✓								
Mentor Me Scheme					✓				
Modern Apprentice, Graduate Apprentice and Angus Works Programmes					✓				
<a href="#">Open Data Website</a>		✓							
Parent Forums				✓					
Performance information in Pentana for each service area			✓	✓		✓			
Performance Led Programme (PLED), including How Good is Our Council self-evaluation framework				✓				Under Review	Planning for Stages 3 & 4, launch of Data Project and embedding Stages 1 & 2
<a href="#">Procurement Strategy and Policies</a>			✓					Under Review	Due later in 2024
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. These are alongside the Employee code of conduct for all council staff
Project Consultation		✓							
<a href="#">Records Management Plan</a>						✓		2022	Review now due
<a href="#">Our Bright Futures</a>				✓				2024	
Risk Management Strategy and user guidance						✓		Jan-19	



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	A	B	C	D	E	F	G		
<b>Scheme of Delegation</b>	✓							2022	Reviewed annually by directorates as captured in the Annual Assurance Questionnaire
<a href="#">Scrutiny &amp; Audit Committee</a>	✓			✓		✓	✓	Live	
<a href="#">Standing Orders</a>	✓							2023	
<a href="#">Statutory Officers Roles</a>	✓								Chief Education Officer has not been passed through the education act, as informed by Education & Lifelong Learning
<a href="#">Tayside Contracts</a>		✓							
<a href="#">Tayside Plan for Children, Young People and Families</a>				✓				2023	
<a href="#">Tayside Valuation Joint Board</a>				✓					
<a href="#">Transition to Net Zero Action Plan: 2022 to 2030</a>			✓					New	Now forms part of the Annual Governance mandatory e-learning for all staff
<a href="#">Whistleblowing Policy</a>	✓					✓		2022	
<a href="#">Workforce Plan 2023 to 2028</a>		✓		✓	✓			Updated	This was agreed by Council in March 2024 as part of the budget setting process