



**MINUTES OF MEETING of the AUDIT AND SCRUTINY COMMITTEE held via MS TEAMS,
On THURSDAY 8 FEBRUARY 2024 at 9.30 AM.**

PRESENT

Councillor Denis Coyne (Vice Chair) (Chair)
Councillor Martha Benny
Councillor Kenneth Earle
Councillor Phil Fairlie
Councillor Ellen Forson
Councillor William Keogh
Councillor Kathleen Martin (S)
Councillor Bryan Quinn

IN ATTENDANCE

Stuart Crickmar, Strategic Director (Partnership & Performance)
Lorraine Sanda, Strategic Director (People)
Chris Alliston, Senior Manager, HR & Workforce Development (Partnership & Performance)
Lindsay Sim, Chief Finance Officer (Partnership & Performance)
Colin Bruce, Chief Education Officer (People)
Elizabeth Hutcheon, Management Accountancy Team Leader (Partnership & Performance)
Lee Robertson, Senior Manager, Legal and Governance (Partnership & Performance) (Clerk to the Committee)
Pete Leonard, Strategic Director (Place)
Sharon Robertson, Chief Social Work Officer (People)
Adrienne Aitken, Education Senior Manager (People)
Catriona Scott, Senior Manager (People)
Robbie Stewart, Senior Manager, Sport and Leisure (People)
Margaret Lewis, Senior Manager, Care and Protection (People)
Scott McDonald, Senior Manager, Justice Services (People)
Johan Roddie, Senior Manager, Permanence (People)
Gillian Scott, Senior Manager, Early Intervention (People)
Alison Mackie, Team Leader, Sport, Leisure and Libraries (People)
Derek Barr, Procurement Manager (Performance & Partnership)
Alastair Hair, Team Leader, Workforce Development and Learning (Partnership & Performance)
Sarah Langsford, Senior HR Business Partner (Partnership & Performance)
Murray Sharp, Programme Manager Family Wellbeing/Senior Manager Housing
Isabel Wright, Internal Audit Manager, Falkirk Council
Sarah McPhee, Senior Internal Auditor, Falkirk Council
Ewan Murray, Chief Finance Officer, Clackmannanshire & Stirling Health and Social Care Partnership
Sandy Denholm, External Auditor, Deloitte
Judi Richardson, Performance & Information Adviser (Partnership & Performance)
Melanie Moore, Committee Services, Legal and Governance (Partnership & Performance)
Gillian White, Committee Services, Legal and Governance (Partnership & Performance)

AS(24)01 APOLOGIES

Apologies for absence were received from the Chair, Councillor Janine Rennie. Councillor Coyne will chair the meeting in the absence of her Chair.

AS(24)02 DECLARATIONS OF INTEREST

None.

**AS(24)03 MINUTE OF AUDIT AND SCRUTINY COMMITTEE HELD ON 14
DECEMBER 2023**

The minutes of the meeting of the Audit and Scrutiny Committee held on Thursday 14 December 2023 were submitted for approval.

Decision

The minutes of the meeting of the Audit and Scrutiny Committee held on Thursday 14 December 2023 were agreed as a correct record by the Committee and signed off by the Vice Chair.

AS(24)04 PEOPLE BUSINESS PLAN – INTERIM UPDATE DECEMBER 2023

The report, submitted by the Chief Education Officer, provided an interim update on the progress across the 2023-2024 People Business Plan.

Motion

That the Committee agrees the recommendation set out in the report.

Moved by Councillor Denis Coyne. Seconded by Councillor Ellen Forson.

Decision

Having commented on and challenged the report, the Committee agreed to note the report on.

**AS(24)05 COMMUNITY LEARNING AND DEVELOPMENT PARTNERSHIP
PROGRESS REPORT**

The report, submitted by the Senior Manger, People, presented the Learning and Development Partnership Progress Report.

Motion

That the Committee agrees the recommendation as set out in the report.

Moved by Councillor Denis Coyne. Seconded by Councillor Phil Fairlie.

Decision

Having challenged and commented on the report, the Committee agreed to note the report.

AS(24)06 ANNUAL REPORT OF THE CHIEF SOCIAL WORK OFFICER 2022-2023

The report, submitted by the Chief Social Work Officer, presented the Chief Social Work Officer (CSWO) Annual Report reflecting the reporting period 1 April 2022 to 31 March 2023 (attached as Appendix 1). The report provided an overview of professional activity for social work and social care within Clackmannanshire through the delivery of statutory functions and duties held by the Chief Social Work Officer.

Motion

That the Committee agrees the recommendations as set out in the report.

Moved by Councillor Denis Coyne. Seconded by Councillor Phil Fairlie.

Decision

The Committee agreed to:

1. Challenged and commented on the report, the Committee agreed to note the contents of the report.
2. Note that the report will be submitted to the Officer of the Child Social Work Adviser (OCSWA) to the Scottish Government; and
3. Acknowledge the continued dedication and commitment of social work and social care staff in the delivery of services to Clackmannanshire citizens.

AS(24)07 ANNUAL REPORT OF THE CHIEF SOCIAL WORK OFFICER 2022-2023

The report, submitted by the Senior Manager, Permanence, provided Committee with an Interim update on the progress across the 2023-2026 Promise Plan. Integral to keeping The Promise is the priority area of Whole Family Support, therefore, this report also provides an update on the progress being made utilising the funding from the Whole Family Wellbeing Fund (WFWF) to work to improve the range of Family Support available across Clackmannanshire.

Motion

That the Committee agrees the recommendation as set out in the report.

Moved by Councillor Denis Coyne. Seconded by Councillor Ellen Forson.

Decision

Having challenged and commented on the report, the Committee agreed to note the contents of the report and attached appendices.

AS(24)08 MAXIMISING ATTENDANCE AND WELLBEING

The report, submitted by the Senior Manager, HR and Workforce Development, provided Committee with an update on the maximising attendance action plan presented to the Partnership and Performance Committee in 2019, and an overview of absence levels across the Council for 2022/23.

Motion

That the Committee agrees the recommendation as set out in the report.

Moved by Councillor Denis Coyne. Seconded by Councillor Phil Fairlie.

Decision

Having challenged and commented on the report, the Committee agreed to note the report and the accompanying appendices.

AS(24)09 EXCEPTIONS FROM THE APPLICATION OF CONTRACT STANDING ORDERS

It is a requirement of Contract Standing Orders that exceptions should be reported to the next available Audit and Scrutiny Committee. The purpose of the paper submitted by the Strategic Director, Partnership and Performance is to provide detail on Exceptions to Contract Standing Orders submitted in the previous quarter.

Motion

That the Committee agrees the recommendation as set out in the report.

Moved by Councillor Denis Coyne. Seconded by Martha Benny.

Decision

Having challenged and commented on the report, the Committee agreed to note the report.

AS(24)10 CORPORATE RISK REGISTER

The report, submitted by the Strategic Director, Partnership and Performance, provided the Committee with the 2023/24 quarter 3 update on Clackmannanshire Council's Risk Register (Appendix A).

Motion

That Committee agrees the recommendation set out in the report.

Moved by Councillor Denis Coyne. Seconded by Councillor Ellen Forson.

Decision

Having commented and challenged the report, the Committee agreed to note the report as appropriate.

EXEMPT ITEMS

The Audit and Scrutiny Committee resolved in terms of Section 50(a) of the Local Government (Scotland) Act, 1973, that the press and public be excluded from the meeting during consideration of the following item of business on the grounds that they involved the likely disclosure of exempt information as detailed in Schedule 7A, Part 1, Paragraph 12

The Vice Chair asked for a 5 minute break to provide an opportunity for external parties attending virtually to leave the meeting. The meeting resumed at 1110 hours with 8 members present.

AS(24)11 INTERNAL AUDIT PROGRESS REPORT

The report, submitted by the Internal Audit Manager updated Committee on the progress with completion of the 2023/24 Internal Audit Plan.

Motion

To agree the recommendation set out in the report.

Moved by Councillor Denis Coyne. Seconded by Councillor Ellen Forson.

Decision

The Committee agreed to note the progress being made with completion of the 2023/24 Internal Audit Plan.

Ends 1130hrs

