



**Clackmannanshire
Council**

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Comhairle Siorrachd
Chlach Mhanann

Kilncraigs, Greenside Street, Alloa, FK10 1EB (Tel.01259-450000)

Audit and Scrutiny Committee

Thursday 30 October 2025 at 9.30 am

**Please note: This meeting location has been
changed from Council Chambers and is now
being held virtually on MS Teams**



Audit and Scrutiny Committee

The remit of the Audit and Scrutiny Committee is:

Audit & Finance

- a) Receive, review and consider reports on the Council's finance
- b) Receive, review and consider reports on value for money and best value
- c) Consideration and monitoring of the Council's Annual Governance Statement
- d) Consider internal audit reports and results of internal audit investigations
- e) Consider external audit and resultant action plans
- f) Monitor and review actions taken on internal and external audit recommendations
- g) Consider the effectiveness of the Council's risk management procedures and the control environment
- h) Receive and consider reports on countering fraud and corruption.

Scrutiny

- a) Monitor council services, including the Health and Social Care Partnership (HSCP) against agreed outcomes, standards and targets
- b) Monitor the achievement of organisation-wide agreed outcomes, standards and targets
- c) Monitor the achievement of agreed outcomes, standards and targets by the community planning partnership
- d) Monitor Police and Fire performance against Plans approved by the Council
- e) Scrutiny of Council decision-making, with the ability to call in decisions
- f) Initiate or undertake scrutiny reviews
- g) Deal with matters referred by the Council for scrutiny purposes.

Members of the public are welcome to attend our Council and Committee meetings to see how decisions are made.

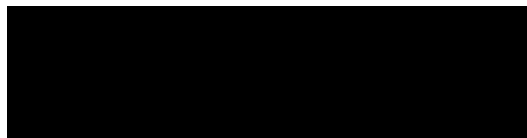
Details of all of our Council and Committee dates and agenda items are published on our website at www.clacks.gov.uk

If you require further information about Council or Committee meetings, please contact Committee Services by e-mail at committees@clacks.gov.uk or by telephone on 01259 452006 or 452004.

22 October 2025

A MEETING of the AUDIT AND SCRUTINY COMMITTEE will be held virtually on MS TEAMS on THURSDAY 30 OCTOBER 2025 at 9.30 am.

Please note: This meeting location has been changed from Council Chambers and is now being held virtually on MS Teams



**Chris Alliston
Strategic Director (Partnership and Performance)**

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1. Apologies	--
2. Declaration of Interests Members should declare any financial or non-financial interests they have in any item on this agenda, identifying the relevant agenda item and the nature of their interest in accordance with the Councillors' Code of Conduct. A Declaration of Interest form should be completed and passed to the Committee Officer.	--
3. Confirm Minutes of Meeting of the Audit and Scrutiny Committee held on 28 August 2025 (Copy herewith):	07

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5. Fire Performance Report – 6 month (Q1 and Q2, 2025/26) – report by the Local Senior Officer, Clackmannanshire, Fife and Stirling (Copy herewith)	43
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Audit and Finance

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| 13. | Internal Audit Progress Report - report by the Internal Audit Manager (Copy herewith) | 265 |

Audit and Scrutiny Committee – Committee Members (Membership 8 - Quorum 4)

Councillors

Wards

Councillor	Janine Rennie (Chair)	3	Clackmannanshire Central	LABOUR
Councillor	Denis Coyne (Vice Chair)	5	Clackmannanshire East	CONSERVATIVE
Councillor	Phil Fairlie	1	Clackmannanshire West	SNP
Councillor	Martha Benny	2	Clackmannanshire North	CONSERVATIVE
Councillor	William Keogh	2	Clackmannanshire North	LABOUR
Councillor	Kenneth Earle	4	Clackmannanshire South	LABOUR
Councillor	Ellen Forson	4	Clackmannanshire South	SNP
Councillor	Bryan Quinn	4	Clackmannanshire South	SCOTTISH GREEN

Religious Representatives

We must appoint three religious representatives in accordance with Section 124 of the 1973 Act (inserted by Section 31 of the 1994 Act).

Religious representatives only have voting rights on matters relating to the discharge of the authority's function as education authority.

Our representatives are:

Reverend Sang Y Cha – Church of Scotland

Father Michael Carrie – Roman Catholic Church

Pastor Dee Jess – Baptist Church



**MINUTES OF MEETING of the AUDIT AND SCRUTINY COMMITTEE held in Council
Chambers, Kilncraigs, Alloa on THURSDAY 28 AUGUST 2025 at 9.30 AM.**

PRESENT

Councillor Janine Rennie (Chair)
Councillor Denis Coyne (Vice Chair)
Councillor Martha Benny
Councillor Phil Fairie (Via Teams)
Councillor Ellen Forson
Councillor William Keogh (Via Teams)
Councillor Bryan Quinn

IN ATTENDANCE

Chris Alliston, Strategic Director (Partnership & Performance)
Helena Arthur, Solicitor, Legal and Governance (Partnership & Performance) (Depute Clerk to the Committee)
Kevin Wells, Strategic Director (Place)
Lorraine Sanda, Strategic Director (People)
Colin Bruce, Chief Education Officer (People)
Lindsay Sim, Chief Finance Officer (Partnership & Performance)
Cherie Jarvie, Senior Manager, Partnership and Transformation (Partnership & Performance)
Sharon Robertson, Chief Social Work Officer (People)
Wendy Forrest, Head of Strategic Planning & Health Improvement
Lee Robertson, Senior Manager, Legal and Governance (Partnership & Performance)
Murray Sharp, Senior Manager, Housing (Place)
Joanna McDonald, Interim Chief Officer for Clackmannanshire and Stirling Health and Social Care Partnership (HSCP)
Lesley Taylor, Principal Psychologist (People)
Adrienne Aitken, Senior Manager, ELC and Early Years (People)
Veronica Cully, Senior Manager, Inclusion and Partnership (Quality Improvement Manager)
Catriona Scott, Senior Manager, Secondaries and Communities (People)
Johan Roddie, Senior Manager, Permanence (People)
Gillian Scott, Senior Manager, Early Intervention (People)
Robbie Stewart, Senior Manager, Sport and Leisure (People)
Wendy Robertson, Senior Manager, Transformation & Capital
Sarah Langsford, Senior Manager, HR and Workforce Development (Acting) (P&P)
Andrew Buchanan, Team Leader, Housing Business Management (Place)
Melanie Moore, Committee Services, Legal and Governance (Partnership & Performance) (Minute)
Gillian White, Committee Services, Legal and Governance (Partnership & Performance)

ON TEAMS

Rebecca McConnachie, External Auditor, Deloitte
Derek Barr, Procurement Manager (Partnership & Performance)
Margaret Lewis, Senior Manager, Care and Protection (People)
Nicola Mack, Chief Accountant (Partnership & Performance)
Judi Richardson, Performance and Information Adviser (Partnership & Performance)
Robbie Stewart, Senior Manager, Sport & Leisure (People)
Sarah McPhee, Senior Internal Auditor, Falkirk Council

AS(25)39 APOLOGIES

Apologies for absence were received from Councillor Kenneth Earle.

AS(25)40 DECLARATIONS OF INTEREST

None.

**AS(25)41 MINUTE OF AUDIT AND SCRUTINY COMMITTEE HELD ON
12 JUNE 2025**

The minutes of the meeting of the Audit and Scrutiny Committee held on Thursday 12 June 2025 were submitted for approval.

Decision

The minutes of the meeting of the Audit and Scrutiny Committee held on Thursday 12 June 2025 were agreed as a correct record by the Committee and signed off by the Chair.

The Strategic Director, Partnership and Performance reminded members that on page 10 of the minute from 12 June 2025, the Audit and Scrutiny Forward Plan, all members are to complete the self-evaluation questionnaire by 5 September 2025.

AS(25)42 COUNCIL FINANCIAL PERFORMANCE 2024/25

This report, submitted by the Chief Finance Officer, provided an update on the financial performance of the Council, as at 31 March 2025, in respect of: the General Fund (GF) revenue and capital spend and the achievement of savings for the financial year 2024/25, and the Clackmannanshire element of the Stirling and Clackmannanshire Health and Social Care Partnership (H&SCP) revenue spend.

Motion

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

Moved by Councillor Janine Renne. Seconded by Councillor Ellen Forson.

Decision

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

1. General Fund revenue underspend of £(3.643) for the year to 31 March 2025, after adjusting for £3.074m which is earmarked to be carried forward to 2025/26;
2. The Clackmannanshire element of the Health and Social Care Partnership (H&SCP) overspend of £2.425m, for the year to 31 March 2025;
3. The balances of earmarked revenues held and used to date and remaining balances at 31 March 2025;
4. The General Fund Capital Programme underspend of £(13.358)m, with proposed carry forward of £12.333m;
5. Delivery of £4.842 of the £5.383m approved savings programme, representing an achievement of 90.0%, as at 31 March 2025; and
6. That these figures are draft and will be updated within the draft annual accounts if required and confirmed following the completion of the audit of the annual accounts.

AS(25)43 HRA FINANCIAL PERFORMANCE 2024/25

This report, submitted by the Chief Finance Officer, provided an update of the financial performance for the Council, as at 31 March 2025, in respect of: the Housing Revenue Account (HRA) draft revenue and capital spend for the financial year 2024/25.

Motion

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

Moved by Councillor Janine Rennie. Seconded by Councillor Denis Coyne.

Decision

Having challenged and commented the report, the Committee agreed to note:

1. The HRA revenue surplus of £(6.083)m which is £(3.144)m greater than budgeted for the year to 31 March 2025, and
2. The HRA revenue spend carry forwards of £0.151m to support voids repair works and £0.882m for implementation of system upgrades (paragraph 4.2); and
3. The HRA Capital programme underspend of £(6.836)m, of which £6.362m is proposed to be carried forward.

AS(25)44 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 this paper therefore is to provide detail on any Exceptions to Contract Standing Orders in the previous quarter.

Motion

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

Moved by Councillor Janine Rennie. Seconded by Councillor Denis Coyne.

Decision

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

AS(25)45 HEALTH AND CARE (STAFFING) (SCOTLAND) ACT 2019 – STATUTORY ANNUAL REPORT

This report, submitted by the Chief Social Work Officer, presented the first statutory annual report in relation to the Health and Care (Staffing) (Scotland) Act 2019 (attached as Appendix 1)

Motion

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

Moved by Councillor Janine Rennie. Seconded by Councillor Ellen Forson.

Decision

1. Having challenged and commented the report, the Committee agreed to note the report; and
2. The content of this report is relevant to the functions of the Clackmannanshire & Stirling Integration Joint Board (IJB) and will be reviewed at its meeting.

AS(25)46 RISK STRATEGY ANNUAL REPORT

This report, submitted by the Senior Manager, Partnership & Transformation, provided committee with the second annual report on Clackmannanshire Council's Corporate Risk Management Strategy 2023-28. This includes appendices detailing the 2025/26 Risk Appetite Statement, Guidance & Governance Checklist and revised Corporate Risk & Integrity Forum Terms of Reference. Progress on the Risk Strategy Delivery Plan is also provided, as is the updated Corporate Risk Register, as at Quarter 1, 2025/26.

Motion

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

Moved by Councillor Janine Rennie. Seconded by Councillor Denis Coyne.

Decision

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

AS(25)47 PARTNERSHIP & PERFORMANCE: 2024/2025 YEAR END BUSINESS PLAN UPDATE

This report, submitted by the Strategic Director, Partnership and Performance, provided a year-end update on the 2024/25 Partnership and Performance Business Plan. While a detailed summary is available in Appendix 1, key highlights and considerations are presented below.

The Strategic Director advised that there was an omission from 3.28 on page 113, which should read **"The case management system will assist the Legal Team at streamlining, instruction flow, automated documented diary creation, enabling seamless file action and enhancing efficiency and productivity whilst ensuring confidentiality in line with the Law Society's requirements."**

Motion

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

Moved by Councillor Janine Rennie. Seconded by Councillor Brian Quinn.

Decision

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

AS(25)48 PLACE SERVICES YEAR END 2024/2025 BUSINESS PLAN PROGRESS

This report, submitted by the Strategic Director, Place, provided the Committee with a year-end status of the 2024/2025 Place Services Business Plan. A detailed summary is available in Appendix 1, key highlights and considerations are presented below.

Motion

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

Moved by Councillor Janine Rennie. Seconded by Councillor Ellen Forson.

Decision

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

Councillor Ellen Forson left during questions of the next item of business. (11.57 am)

AS(25)49 COMMUNITY WELLBEING REPORT 2024-2025

This report, submitted by the Strategic Director, Place, provided annual progress on the Community Wellbeing Plan 2024-2025 which covers the full range of People Directorate Plans, including the People Business Plan.

Motion

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

Moved by Councillor Janine Rennie. Seconded by Councillor Denis Coyne.

Decision

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

The Committee discussed the next item of business, if it is to be held in private or not. The Committee agreed to take the next item of business as an exempt item.

EXEMPT ITEM

The Council 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 and 14

AS(25)50 EXEMPT MINUTE OF THE MEETING OF THE AUDIT AND SCRUTINY COMMITTEE HELD ON 12 JUNE 2025

The exempt minutes of the meeting of the Audit and Scrutiny Committee held on Thursday 12 June 2025 were submitted for approval.

Decision

The exempt minutes of the meeting of the Audit and Scrutiny Committee held on Thursday 12 June 2025 were agreed as a correct record by the Committee and signed off by the Chair.

Ends 12.06 pm

Report to: Audit and Scrutiny Committee

Date of Meeting: 30th October 2025

Subject: Police Performance Report for Clackmannanshire April 2024 to March 2025

Report by: Local Area Commander

1.0 Purpose

- 1.1. The purpose of this report is to provide the committee with information on the performance of Police Scotland in the Clackmannanshire local authority area for the period 1st April 2024 to 31st March 2025.
- 1.2. The report is aligned with the headings of the priorities [Clackmannanshire - Police Scotland](#) (i.e. **Responsive to the concerns of our communities, Enhancing our collective resilience to emerging threats, Protecting people most at risk from harm and Promoting confidence through our actions Road Safety and Road Crime**).
- 1.3. The Clackmannanshire Police Performance Report (Appendix 1) contains the current information on performance against selected performance indicators. This report provides complementary information to that in the table to present a summary of performance of policing in Clackmannanshire Council area and also identifies emerging trends, threats and issues.
- 1.4. Data for this report is sourced from Police Databases that are subject to changes as enquiries progress. They can be best regarded as Point in Time figures. 5-year average figures are not available for all measures. The information in the table should be regarded as provisional.

2.0 Recommendations

- 2.1. It is recommended that committee notes, comments on and will scrutinise the report as appropriate.

3.0 Considerations

- 3.1. Attention of members is drawn to the Management Information now published via Police Scotland Website which can be found at the following location - <https://www.scotland.police.uk/about-us/what-we-do/how-we-are-performing/>
- 3.2. Some of the risks and threats which continue to present in Clackmannanshire are:

- Domestic Abuse
- Crimes of Violence
- Possession and Supply of Controlled Drugs
- Anti-Social Behaviour
- Crimes of Dishonesty

3.3. By their nature, these remain longer-term threats and Forth Valley Division continues to focus on intervention and enforcement to address them.

3.4. By their nature, these remain longer-term threats and Forth Valley Division continues to focus on intervention and enforcement to address them.

3.5. By their nature, these remain longer-term threats and Forth Valley Division continues to focus on intervention and enforcement to address them.

4.0 Sustainability Implications

5.0 Resource Implications

5.1. Financial Details

5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate.

Yes ☐

5.3. Finance have been consulted and have agreed the financial implications as set out in the report.

Yes ☐

5.4. Staffing

6.0 Exempt Reports

6.1. Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☐

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) Our Priorities

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all

☐

Our families; children and young people will have the best possible start in life

☐

Women and girls will be confident and aspirational, and achieve their full potential ☐

Our communities will be resilient and empowered so that they can thrive and flourish ☐

(2) **Council Policies**

Complies with relevant Council Policies ☐

8.0 Impact Assessments

8.1 Have you attached the combined equalities impact assessment to ensure compliance with the public sector equality duty and fairer Scotland duty? (All EFSIAs also require to be published on the Council's website)

Yes ☐

8.2 If an impact assessment has not been undertaken you should explain why:

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes ☐

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Clackmannanshire Police Performance Report Oct 2024 – Mar 2025

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes ☐ (please list the documents below) No ☐

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
CI Garry Smith	Local Area Commander, FV	101
PC Laura McNab	Command Support	

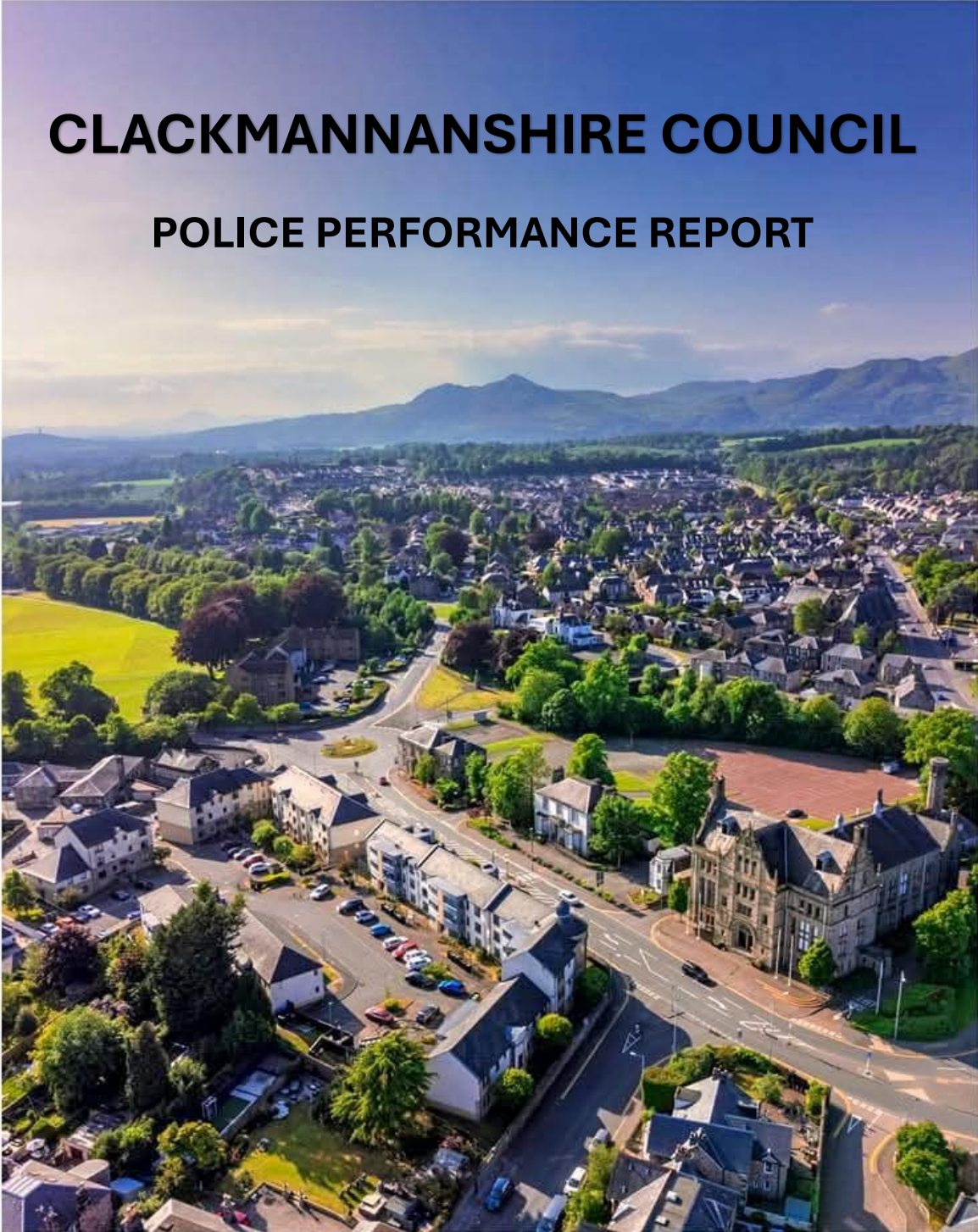
Approved by

NAME	DESIGNATION
Roddy Irvine	Chief Superintendent Forth Valley Division

OFFICIAL

CLACKMANNANSHIRE COUNCIL

POLICE PERFORMANCE REPORT



OCTOBER 2024 - MARCH 2025

RODDY IRVINE

CHIEF SUPERINTENDENT

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BACKGROUND TO THIS REPORT

From April 2013, the Police and Fire Reform (Scotland) Act 2012 has required Police Scotland to produce and publish a Local Policing Plan (LPP) for each local authority area. The LPP clearly sets out the policing priorities for Clackmannanshire.

Performance in relation to the identified policing priorities is monitored on an ongoing basis. Six monthly reports are produced to allow scrutiny by Clackmannanshire Council Audit and Scrutiny Committee. The quantitative information in this report covers the period from 1st October 2024 to 31st March 2025. The supporting qualitative information in this report highlights some of the notable activities undertaken by local and national officers in support our local policing priorities during the period 1st October 2024 to 31st March 2025 as well as any notable developments at a national level that have an impact on the delivery of local policing services.

In order to support effective scrutiny and determine whether our preventative approach is having a lasting positive impact, members of the Public Safety Committee will consider information linked to the priorities outlined within this plan which include:

- Responsive to the concerns of our communities
- Protecting people most at risk from harm
- Promoting confidence through our actions
- Enhancing our collective resilience to emerging threats
- Road Safety and Road Crime

This report refers to crime groupings which align with the categories referenced in official crime statistics. References to total crime figures refer to an amalgamation of the 8 crime groupings:

- Group 1 – Non-sexual crimes of violence
- Group 2 – Sexual crimes
- Group 3 – Crimes of dishonesty
- Group 4 – Damage and reckless behaviour
- Group 5 – Crimes against society
- Group 6 – Antisocial offences
- Group 7 – Miscellaneous offences
- Group 8 – Road traffic offences

The performance data referenced within this is sourced from Police Scotland internal systems and is correct as on the dates received. All statistical data presented should be treated as management information.

Official statistics for recorded crime are published by the Scottish Government and official statistics on road casualties are published by Transport Scotland.

RESPONSIVE TO THE CONCERNS OF OUR COMMUNITIES

Crimes of Violence

In November 2024, a 34-year-old male was discovered by a member of the public on a footpath in Sauchie, having been stabbed. Officers quickly attended and rendered first aid until the arrival of paramedics. A blood trail and door to door enquiries identified the assault had taken place in a nearby house. The victim had nine stab wounds, and the injuries were considered life threatening. He was quickly transported to Edinburgh Royal Infirmary, where he was treated.

Local Officers along with CID Officers quickly identified two accused, a 35-year-old female, partner of the victim and a 54-year-old female relative. The accused were arrested and charged with attempted murder. Both were remanded in custody. A trial date remains pending.

In December 2024, in Tillicoultry, a 28-year-old male seriously assaulted a 24-year-old male who was known to him with a machete. Police attended immediately; however, the accused had fled prior to their arrival. The victim was treated at the scene by paramedics before receiving further care at Forth Valley Royal Hospital.

Community Officers observed the accused in the street, gave chase and after a lengthy foot pursuit, apprehended him. The accused was arrested and charged with serious assault. The accused was also wanted for two outstanding apprehension warrants. He was subsequently remanded in custody and is now serving a lengthy prison sentence.

During the reporting period, fifteen incidents were recorded where Police Officers were assaulted on duty. Four officers sustained minor injuries. Thirteen assaults were perpetrated by males and two by females. The officers remained on duty despite receiving injuries, this did not affect their ability or determination to conduct their duties.

Intelligence Led Drug Search Warrants

During the reporting period, local officers, supported by the Divisional Proactive Unit and specialist Force resource, executed seven Misuse of Drugs search warrants.

In October 2024, a search warrant was executed at an address in Alloa. A quantity of Cocaine (£100) was recovered, along with cash (£800). Mobile telephone examinations provided evidence that the 53-year-old male resident was selling controlled drugs. The Accused was arrested, charged, and reported for same.

In December 2024, search warrants were executed at three linked addresses in Alloa. Cash (£1,185), along with over 1000 Diazepam tablets (£1000) were seized from the first address. The 33-year-old male resident was arrested, charged, and reported for being concerned in the supply of controlled drugs. At the second and third addresses, a quantity of Cocaine (£450), and cash (£1,080) were seized. Mobile telephone examinations provided evidence that the residents were supplying Cocaine in Clackmannanshire. A 32-year-old male and 28-year-old female were arrested, charged, and reported for being concerned in the supply of controlled drugs.

In March 2025, local officers supported by specialist Public Order Units simultaneously executed two search warrants at linked addresses in Alloa. Cannabis (£300) was recovered. Two male occupants, a 34-year-old male and a 28-year-old male, were charged in relation to possession of controlled drugs.

Proactive Drug Disruption

During the reporting period, officers acting on intelligence and listening to the concerns of the public, detected nine drug supply offences, disrupting dealers and reducing drug supply in Clackmannanshire.

In December 2024, night shift officers observed a vehicle driving with no lights on in Alloa. On stopping the vehicle, officers detected a strong smell of cannabis from within. The driver and vehicle were searched. Over three ounces of Cannabis (£1,850) was recovered. The 33-year-old male was arrested and charged with being concerned in the supply of Cannabis.

In January 2025, responding to a concern for incident in Coalsnaughton, officers forced entry to an address and discovered a small cannabis cultivation (£2,500) within. A 50-year-old male was later traced and charged in relation with producing a controlled drug. Additional welfare support was provided to the accused, who now meets regularly with partners in social care.

In March 2025, whilst patrolling in Alloa, late shift officers observed a vehicle believed to be used by persons supplying drugs. Officers stopped the vehicle. The occupants a 46-year-old male and a 44-year-old male, were found in possession of 300 Diazepam tablets (£300), along with cash (£5,930) and offensive weapons. The Accused were arrested, charged, and reported for being concerned in the supply of controlled drugs, and being in possession of offensive weapons. The cash was seized under the proceeds of crime.

In March 2025, whilst patrolling in Sauchie, night shift officers observed a 44-year-old male driving a vehicle, with a 32-year-old female passenger, intelligence provided both were regularly supplying drugs in the area. Officers stopped the vehicle. The occupants and vehicle were searched. Cocaine (£900) was recovered from the driver. Further bags of Cocaine (£1200) were found concealed within the roof lining. The female passenger was found in possession of cash (£830), which was seized under the proceeds of crime. Search warrants were thereafter executed at their home address where equipment used in the distribution of drugs was recovered. Almost 100 nitrous oxide cannisters (commonly known as laughing gas) were also seized. The Accused were arrested and charged with being concerned in the supply of controlled drugs.

Cannabis Cultivations

During the reporting period, local officers, through diligent patrols of unoccupied premises, detected three cannabis cultivations. Within each site, plants were discovered at various growing stages indicative of previous harvests. Significant amounts of plants and cultivation equipment were recovered and destroyed, disrupting production. Five males, aged 32, 33, 46, 48 and 49, were arrested and charged with producing controlled drugs.

In total 400 cannabis plants, with a total value of £280,000 were recovered. These sites were discovered through ward patrols and listening to concerns from residents.

Cannabis cultivation sites pose a risk to the community and investigating officers as electricity meters are commonly illegally bypassed, resulting in a significant fire risk. The same accused did not operate the sites.

Cannabis cultivations are a national threat with sites being discovered throughout Scotland. Preventative activities continue across the Force and in Forth Valley with landlords, sub-letters, and Housing partners, to prevent offenders establishing sites. Officers work collaboratively with Housing Officers to ensure stringent checks and visits are conducted of rented industrial premises known to be sought after and exploited by Organised Criminals.

Acquisitive Crime

In November 2024, builders, working in Alloa town centre were approached by a distressed 13-year-old female, who reported being followed by a male. The workers remained with the reporter until Police arrived. The Accused, a 35-year-old male, was quickly identified and detained nearby. The accused, who was known to officers, and suspected of thefts in Alloa, was found in possession of two stolen bank cards which had been fraudulently used. He was arrested and charged with 12 thefts, and his conduct towards the reporter by placing her in a state of fear and alarm. It was established that the accused had intended to steal from her. He was subsequently remanded in custody.

In December 2024, intelligence was received naming two local males as being involved in a large-scale sophisticated crime series involving the industrial scale excavation and theft of copper cabling and its onward sale. The males aged 42 and 39 were linked to serious and organised crime across the central belt. The local community team worked in partnership with private industry, intelligence services and neighbouring Divisions, to uncover a network of organised crime. It is estimated that cabling worth several million pounds has been stolen in recent years. Prevention activity and further investigations are ongoing nationally into this crime series.

During the reporting period, the Community Policing team targeted offenders wanted on apprehension warrants, for acquisitive crime. The operation concentrated on repeat and prolific offenders wanted for multiple crimes. 42 apprehension warrants were executed, 6 male and 5 female offenders were apprehended and brought before the court to answer outstanding charges.

Crimes of Robbery

In November 2024, a 14-year-old boy and 36-year-old female were robbed of money by a male in Alloa. Local response officers investigated that matter resulting in a 14-year-old male being arrested, charged, and reported for robbery.

In December 2024, a vulnerable 56-year-old female, reported that her son, a 31-year-old male, had robbed her. The accused had an extensive history of taking advantage of his mother's vulnerabilities. The accused had taken the victim to a local cash point and demanded she withdraw a significant sum of cash, threatening to assault her. The accused was arrested and charged with robbery. Recognising the vulnerabilities Officers referred the victim, to STRIVE, where additional support and safeguarding was provided.

In December 2024, a 63-year-old male, was robbed in Menstrie. The accused, a 17-year-old male, approached the victim threatening him with violence before stealing his car. Officers immediately

attended, tracing the stolen vehicle and the accused within 2 hours of the initial report. The accused was arrested, charged, and reported for robbery. He was remanded in custody.

In March 2025, a 35-year-old male stole a car in Alloa, which had been left unlocked with the keys within. The owner was in a nearby premises. The accused subsequently crashed the vehicle fleeing the scene. Officers attended immediately, tracing personal items left behind by the accused, resulting in his quick apprehension for theft of a motor vehicle and other road traffic offences. The accused was arrested, charged, and detained in custody.

Theft by Housebreaking

In March 2025, the owner of a shop in Sauchie, received a CCTV notification during the night indicating movement within his store. Response officers attended immediately, where they observed two males fleeing the scene. After a lengthy foot pursuit, a 46-year-old male and 22-year-old male were arrested. Their car was traced nearby and seized. The accused were subsequently remanded in custody for housebreaking with intent to steal.

PROTECTING PEOPLE MOST AT RISK FROM HARM

Public Protection Related Demand

Between 1 October 2024 and 31 March 2025, the Forth Valley Concern Hub processed 1023 concern reports relating to incidents in the Clackmannanshire local authority. These reports cover a range of circumstances including domestic abuse, adult concerns, child protection, hate concerns and youth offending. Reports are commonly shared with our statutory partners in Social Work, Education, Health, SCRA as well as support services such as Women's Aid, Transform and Barnardo's. During this period, we assessed information in respect of these 1023 unique incidents, and shared information with partners in relation to 640 of these incidents to facilitate discussion and support the identification of the most appropriate response.

An Initial Referral Discussion (IRD) is held between statutory partners in response to child or adult protection referrals to agree a plan for the investigation. These meetings ensure relevant information is shared and risk assessed to determine what course of action should be taken either by a single agency, through a joint investigation or whether a referral to a case conference is required. During the period for review 94 IRDs (33 adults, 61 child) took place in relation to vulnerable adults and children.

A child protection case conference is held when partners are concerned that a child or young person is experiencing or at risk of experiencing significant harm and a plan around the care and wellbeing of the child requires to be developed. As an outcome of such meetings, children can be added to or removed from the child protection register. 51 such conferences were held in respect of children in Clacks during this reporting period.

Adult Support and Protection (ASP) is the overall term that Social Work use in relation to the duties, responsibilities and actions undertaken to ensure that adults who may be more at risk of harm are kept safe. Different types of multi-agency meeting types exist for ASP, including but not limited to case conferences, core groups, professionals' meetings, escalating concern reviews.

Discussions consider risks that the vulnerable adult is exposed to and how best they can be protected or enabled to make informed decisions concerning these risks. 46 meetings of this kind were requested for adults in Clacks during the reporting period.

Early and Effective Intervention

Early and Effective Intervention (EEI) is available to deal with offences of a non-serious nature which are committed by young people under the age of 18 who have reached the age of criminal responsibility (12 years). This route offers a means to divert young people from the standard justice route which would normally involve a referral to the Scottish Children's Reporter Administration (SCRA). The EEI process is a multi-agency approach which incorporates the values and principles of Getting it Right for Every Child (GIRFEC).

During this period there were approximately 85 incidents reported to police which resulted in youths accused being charged. Of these, 8 young people were discussed at multi-agency meetings by partners within the forum. There were a further 20 instances of persons being referred to other agencies through the EEI process, where there were existing statutory or 3rd sector support in place for the child or young person. 42 were given a warning (FJW / RJW / RPW *). The remainder of the YO (15) were reported to SCRA or PF either directly by the reporting officers prior to EEI Assessment being carried out or after having been assessed as not fitting the remit for EEI.

*FJW – A Formal Juvenile Warning can be issued to persons under the age of 16.

*RJW – Restorative Justice Warnings are delivered by specially trained police officers and can be issued to persons under the age of 16.

*RPW – Recorded Police Warnings can be issued to 16- and 17-year old's who are not subject to a Compulsory Supervision Order

Disclosure Scheme for Domestic Abuse Scotland

The Disclosure Scheme for Domestic Abuse Scotland (DSDAS) gives people the right to ask about the background of their partner and also allows concerned relatives and friend to ask if their loved one's partner has been abusive in the past. This scheme also gives Police Scotland the power to tell people they may be at risk of domestic abuse by their partner, even if this information has not been asked for. For Clacks, we received 47 applications during this period and made 24 disclosures during this time to protect vulnerable survivors from Domestic Abuse within our communities. There are no applications ongoing for this time period.

There are a number of reasons why an application does not, or cannot, progress to disclosure. Some examples of this are: the application is a duplicate of a previously progressed application; in respect of the application there is no relevant information to disclose; and where there is no longer a relationship between the persons referenced on the application. All applications are subject to a stringent risk and safeguarding assessment, and this is equally applicable to both those which progress to disclosure stage and those which do not.

Domestic Abuse

Domestic offending is a priority for Police Scotland, with any outstanding domestic crimes, progressed, shift to shift until resolved, all with the needs of the survivor at the forefront.

In November 2024, officers from the Community Team and Divisional Alcohol and Violence Reduction Unit, apprehended a prolific domestic abuser. Safeguarding his current partner, officers sought bail conditions which were granted. Further enquiries were conducted recognising the risk posed by the accused. Developing trust and confidence with the survivors of the accused's offending, officers supported previous partners to bravely share their experiences. Disclosures were made, providing evidence of further domestic offending by the accused. The accused was charged with further domestic offending. This case remains pending trial.

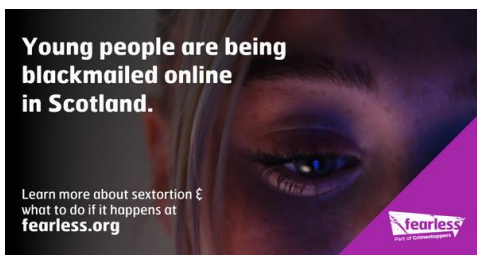
Sextortion (Sexual Extortion)

Sextortion is a type of Blackmail and is recognised as being committed when threats are made to the victim of having sexual information including photos or videos shared unless a demand is met (usually financial). The crime is perpetrated across the internet using various platforms including social media / Dating Apps / Web Cams.

It is increasing globally and in the first half of 2024 it was recognised that there was a 25% increase in reports involving 14–15-year-olds compared to the previous year. We have seen tragic outcomes following Sextortion offences where victims have taken their own life.

School Based Officers across Forth Valley Division regularly discuss this with young people within the school environment through various mediums to give them support in spotting the signs of this crime but giving them practical support should they become a victim.

In November 2024, a new campaign was launched by Fearless, the youth service of charity Crimestoppers. This campaign was funded by the Scottish Government and Police Scotland to raise awareness amongst young people and their guardians. In conjunction with this Detective Superintendent Michelle Findlay addressed all School Based Officers across Forth Valley division to highlight the campaign and how important their role is in educating young people and their guardians.



Further details on this campaign can be found at crimestoppers-uk.org/fearless

16 Days of Activism Against Gender-based Violence

16 days of Activism against gender-based violence is a global campaign calling for an end to violence against women and girls. Launched in 1991, the campaign runs every year from 25 November (International Day for the Elimination of Violence Against Women) to 10 December (Human Rights Day).

As well as raising awareness, the 16 Days campaign gives an opportunity for individuals and groups to get involved, share knowledge, and create ways to achieve equality and respect for everyone, regardless of their gender.

OFFICIAL

Within Clackmannanshire area, Officers representing Community Policing and Safer Communities Teams supported the launch event at Alloa Town Hall, signing the pledge before taking part in the youth led walk.

Officers engaged with members of the public to promote Police Scotland's #THATguy campaign to actively encourage men and boys to actively challenge the behaviours of the peers to prevent GBV.

These officers also hosted stalls at both Stirling University and FV College Stirling Campus promoting the #THATguy campaign (further details below).

THATGUY Campaign

Police Scotland's latest THAT GUY campaign launched on 28 October and continues the theme of supporting men to reflect on their own, their friends and their relatives behaviour towards women.

Its target audience is men aged 18 – 35 years. It encourages them to intervene and to stop a friend potentially committing a sexual offence.

The new campaign advert and podcast series were launched and is focussed on having frank conversations about attitudes and behaviours which put women at risk of sexual violence and men at risk of offending. This is achieved by exploring topics like football, the gym environment, social media, and relationships in general.

This campaign and materials were promoted throughout the 16 Days of Activism through pop up stalls at universities and colleges as well as community sports clubs.

Sergeant Lee Strang, Forth Valleys Preventions, Interventions and Partnerships team provided an overview of the THAT Guy campaign to elected members.



Further information on this campaign can be found at That-Guy.co.uk.

PROMOTING CONFIDENCE THROUGH OUR ACTIONS



Operation Christmas

To mark the beginning of operation Christmas 2024, Officers from the community Policing team and Divisional Alcohol and Violence Reduction Unit, at Alloa, policed an event for the annual Christmas light switch on in Alloa town centre. Despite the poor weather, this event was well attended and Police linked in with partners to ensure all attending were safe and looked after.

Neighbourhood Alert / Rural Watch Alert

All Community Officers in Clackmannanshire are now trained in the newly implemented neighbourhood alert system, which incorporated the Rural Watch Alert system. This is a scheme whereby admin members can post incidents of note, which alerts members in a specific area of incidents or crime prevention following incidents of note.



The introduction of Neighbourhood Alerts has created a direct 2 -way line of communication between residents and their community police teams. This national system helps keep residents informed of crime trends, suspicious activity to look out for, crime safety advice and police engagement events. It also provides a platform to communicate directly with their community police officer to raise concerns or highlight issues.

Events

Between October 2024 and March 2025, policing was provided at twelve events in Clackmannanshire. This included football matches, a VIP visit, annual Gala Day events and community fun days. Police assisted with the traffic management for processions and patrolled, to keep the communities safe, while attending large open-air events.

Safety Initiative – Dangerous Parking Alloa

Following regular complaints regarding parking of vehicles in Kelliebank, Alloa, which has caused obstructions and danger to local children/parents while walking to local nurseries. Community officer PC Rachael Roebuck, worked closely with the nursery and nearby businesses to conduct a road safety initiative on 25 March 2025. This initiative focused on changing driving behaviours around nurseries, educating drivers on children's rights to safe routes to nursery. PC Roebuck worked closely with the nursery, supporting their children and staff, raising awareness of the issue, directly with motorists, through direct dialogue or information letters being placed on the offending vehicles.





PC Roebuck from Alloa Community Policing Team said – *“I have been trying to tackle the issue of parking at Kelliebank and surrounding streets for several months by ticketing all vehicles that have been parked illegally.*

Although this has seen some improvements, there are still some drivers who continue to park carelessly. Therefore, I liaised with Kidz World Nursery as the children are those most affected by the parking, as they are unable to walk to nursery safely. With the nursery we created an initiative to hand out parking tickets created by the children to give to drivers to make them consider the impact their parking is having on them.

We were also able to teach children road safety, as well as speaking with the local businesses to make them aware the impact is having on the children. I would like to say thank you to the staff and the children from Kidz World nursery for supporting this initiative, the kids did a great job making and giving out the tickets and hopefully this will make a good impact alongside the parking fines that I will continue to hand out.”

QUOTE FROM KIDZ WORLD – *“The children of Kidz World have been expressing their right to safe routes to nursery. As part of learning about our right to be safe, the children have initiated with Rachael, our community police officer how they can stop people from making 'bad choices' about where they park their cars. One child had the idea to make their “...own tickets just like the police do...” and for “... Kim to write a letter saying what we want...we could put a sweetie in to say well done for making good choices.*

We are incredibly proud of the children for their efforts, and it has been amazing to see the way in which the children are able to express their views and make changes in their local community.”



School Based Police Officers

Clackmannanshire School Based Police Officers held local drop-in sessions at the beginning each term holiday, where parents or pupils of Lornshill, Alva and Alloa Academy, attended their local school to seek advice, ask questions or get further information in relation to any issues that they are facing within the school environment.

This was also open to Primary School parents who fall into the catchment area of one of the academies. Again, this was to provide any safety advice or ask questions about issues that they are currently facing or are worried about. Especially in relation to any P7s who were transitioning into S1.

Alva Academy EVERYONES INVITED Input



The school-based Police Officer, PC Scott Arundel and faculty staff at Alva Academy arranged for Alex from 'Everyone's Invited' to speak with the S2 and S3s pupils. The input raised awareness on sexual violence, misogyny, rape, and sexual harassment as well as providing support and advice to all pupils present. All S2/3 pupils engaged well with a sensitive and important topic.

Everyonesinvited.uk is a charity who are dedicated to exposing and eradicating rape culture with empathy, compassion and understanding.



ENHANCING OUR COLLECTIVE RESILIENCE TO EMERGING THREATS

Theft by Shoplifting Target Hardening

Community Officers identified a rise in theft by shoplifting incidents at a large Supermarket in Alloa. The store being situated near a housing estate, where known offenders resided. The store was a prime target for theft.

Officers consulted with the Licensing Department and sought advice and support from Preventions, Interventions and Partnerships to establish a focused prevention group with key members including the Regional Loss Prevention Officer for the store.

A specialist architectural liaison officer conducted security assessments and site visits. This highlighted areas of vulnerability in the store and recommended improvement action. Many of which were accepted by the store, such as ensuring adequate security is always in place, better positioning of merchandise and securing vulnerable property, along with additional staff working in the till and self-scan areas.

Officers regularly visit the store to offer continued support for the implemented target hardening measures, which are still in place. This has led to early challenge of recidivist accused, preventing their entry to the locus, reducing incidents of shoplifting.

Police Scotland Youth Volunteers (PSYV)

Alloa Police Scotland Youth Volunteers are an established group within the Clackmannanshire area and currently have 22 active young volunteers and 5 Adult volunteers. PSYV Alloa combined with the PSYV Stirling to become the first two groups to successfully complete Restorative Practices course which is hosted by No Knives Better Lives. The young people were assessed by Fife College staff and were awarded a SCQH accreditation in strengthening relationship, Handling Conflict Peacefully and Creating Safer Communities.

PSYV have taken part or support a variety of events throughout Forth Valley during the reporting period:

In November 2024 – PSYV Alloa supported the annual fireworks event being on hand to assist marshals and families to ensure a safe event took place. They provided families with lost child bands which allows parents/carers to add their details to a wrist band which is applied to children should they become separated during the event.

In December 2024 – PSYV Alloa support Police Scotland's operation Christmas throughout December by highlighting the 'It'll Cost You' campaign which is run throughout the year and focussed on the sale of alcohol by proxy to young people.

In March 2025 - The young volunteers supported the Alloa Half Marathon by assisting in various tasks including having the privilege of welcoming those finishing the run and providing them with their medals, water, and T-shirts.

In March 2025 – PSYV Alloa and PSYV Stirling combined to support the 900th Celebrations in Stirling by participating in the parade from Stirling Castle to Stirling Rugby Club as well as being on hand to supply other parade participants and pipe band members with water.



FORTH VALLEY SAFER COMMUNITIES

Fraudulent Schemes

Fraud continues to be a prevalent and changing crime within the Forth Valley area and Constable Neil Forsyth, our Forth Valley Crime Prevention Officer, attended various community groups throughout Clackmannan, specifically those who look to accommodate vulnerable demographics often through age or disability. Following the Christmas period, he met with the Wee Count Veterans group to highlight current fraudulent schemes and how people can best protect themselves from such crimes. These inputs are delivered in person as it is recognised that those who are likely to fall victim to these types of scams may not utilise social media channels ensuring the fraud prevention message is delivered to all members of our communities and is more than happy to host further events.

Counter Terrorism Liaison Officer

The Forth Valley Counter Terrorism Liaison Officer (CTLO) continues to drive the UK government's counter terrorism strategy (CONTEST). The strategy aims to reduce the risks from terrorism, so that people can go about their lives freely and with confidence. CONTEST has four strands: Prevent, Pursue, Protect, and Prepare. We continue to provide support and guidance to our statutory partners, further education establishments and elected members. This can take the form of awareness training sessions or signposting to online E-Learning and guidance.

More information can be found at www.gov.uk/crime-justice-and-law/counter-terrorism.



During the reporting period there were no ongoing Prevent Multi Agency Panels (PMAPs).

Forth Valley CTLO has delivered a series of inputs over the course of the reporting period with partners in social work, education, and housing to highlight PREVENT and how to make referrals. This also included information on what to look out for in people who may be subject to radicalisation. He has spoken to over 100 professionals throughout the reporting period.

County Lines Intensification

In November 2024, there was a national focus on County Lines in disrupting existing lines but in preventing future lines. Constable Douglas Murphy, Forth Valley's Harm Reduction officer held inputs spoke with approx. 150 professionals in housing and social care as well as foster carers groups who work within Clackmannanshire. These inputs highlight County Lines work, supporting professionals and carers in spotting signs of vulnerability / criminal exploitation, whilst equipping them with means to have a conversation about such topics.

ROAD SAFETY AND ROAD CRIME

Road Safety and Road Crime

There are three Priority Routes for the Clackmannanshire area in terms of road safety, these are:

- Devon Road, Clackmannan.
- A91 - Menstrie to Dollar.
- A908/B9140, Fishcross.

Local officers, and colleagues in Roads Policing, patrol these roads daily to provide a visible presence/deterrent and to detect offences including those comprising the 'fatal 5'.

- Careless driving
- Drink and drug driving
- Not wearing a seatbelt
- Using a mobile phone
- Speeding

Static road checks are the most efficient method of stopping vehicles where partners can also attend.

Cycle Safety

School Based Police Officers (SBO) and the Community Policing Team (CPT) delivered Cycle Safety inputs to the local schools and youth groups, towards the end of term, to ensure child safety during the school. This also coincided with the recently opened cycle paths, constructed by Clackmannanshire Council, enabling the cycle network to now complete all of Clackmannanshire. This was recently formally opened by the Transport Minister along with local dignitaries, school children, Police, and partners.

Festive Drink and Drug Driving Campaign

The National festive drink and drug driving campaign was advertised and launched in November 2024.

On launch day, officers attended the report of a road accident where the driver of the offending vehicle had fled the scene, leaving the vehicle in situ. Enquiries led to the registered keepers

home address where the driver was found within, pretending to be asleep. Keys for the vehicle still within his pocket. The accused failed to provide a sample of breath on being required to do so and was charged with driving whilst unfit through drink or drugs and associated charges.

In addition to the above case, on the same shift, local CPT officers traced a male wanted on warrant for initially being found guilty of drink driving. He was apprehended and remains in custody.

School Parking

Primary Schools continue to be patrolled by the community Policing team at the start and finish of the school day to address parking issues in relation to school gates, whilst providing education and enforcement along with safety inputs to the pupils. The schools prioritised this period were: Sunnyside Primary, Craigbank Primary, Deerpark, Tillicoultry and Clackmannan Primary. During this reporting period, 48 fixed penalty notices issued for parking, along with 54 warnings. A media campaign was run locally to raise awareness of the enforcement action and the requirement to protect children going to and from school, from careless and inconsiderate parking.



Following on from previous joint operations targeting dangerous parking in and around our local primary schools. Clackmannanshire Community Policing Teams and Active Travel co-ordinators from Clackmannanshire Council, worked together, to fund, jointly between both organisations, the purchase of ten metal pop ups designed to raise awareness and dissuade persons from parking/dropping off around the school gates. These pop ups are designed in the appearance of school children, and are placed on the roadway outside the schools, each day by school staff. They represent the size and shape of a primary pupil and prevent vehicles coming too close or parking around the school gates or any other zig zag area. Keeping children safe whilst getting to and from school and raising awareness of inconsiderate parking to parents trying to get as close as possible to the school gates to drop off their children.

This initiative was supported and championed by the Junior Road Safety Officers who educate pupils and parents on healthier choices such as park and stride, encouraging families to walk to schools.

Central FM Radio Campaign

To support Police Scotland national campaign of festive road safety, officers from Forth Valley Safer Communities team and Roads Policing Unit worked with Central FM to design and voice infomercials to be played throughout December. These adverts highlighted the risks of drink/drug driving, speeding, use of handheld device and general safety messages about the condition of a vehicle.

Roads Policing Joint Operation

In March 2025, Roads Policing Colleagues, assisted local officers in undertaking a road safety initiative - Operation Tramline. During this one-day operation in Clackmannanshire the following crimes were detected.

- Driver reported excessive speed - 109mph in a 60mph limit - A876 Clacks Bridge

- Driver issued a fixed penalty for speeding - 90mph in 70 mph limit.
- Driver reported for dangerous driving. Driving at high speeds up to 110 mph in 70mph limit, tailgating and weaving in and out lanes recklessly. The driver also failed the drug wipe for cannabis and cocaine and was charged with a driving whilst unfit through drugs and possessing controlled drugs.

Dangerous Driving

In October 2024, the local response Sergeant from Alloa, whilst on patrol, observed a vehicle drive off at speed, on seeing Police, driving in a dangerous manner. A 31-year-old male was driving the vehicle. After a lengthy pursuit, the driver collided with a wall and fled on foot. The duty Sergeant continued to give chase, whilst local resources began to arrive. The driver was arrested for dangerous driving, failing to stop for Police, he was found to be intoxicated and was also charged with driving whilst unfit through drink or drugs. The Accused's vehicle was seized by Police, and during search he was found in possession of Cocaine. Additional charges were libelled.

Local Taxi Enforcement Campaign

In November 2024, as part of the national taxi enforcement campaign Road Policing Stirling collaborated with the local authority licensing officer, over two days, stopping and checking taxis and their drivers to ensure compliance with vehicle standards and licensing regulations.

A total of 35 taxis were stopped over the two days, overall, the physical condition of the taxis was good with no offences detected by officers however there were several infringements of local licensing regulations which were progressed by the licensing officer.

Vehicles Seized No Insurance

In March 2025, the Clackmannanshire CPT, deployed in both plain clothes patrol and high viz patrol to tackle youth disorder, which had spiked in the Tillicoultry area. During these patrols, the community team's attention was drawn to a vehicle which was attempting to evade them. On stopping and checking same, the driver was found to have no insurance or MOT. The driver was charged and the vehicle seized.

Whilst dealing with this, a further vehicle drove past the officers, their attention was drawn to this also, where the driver was also found to have no insurance or MOT. The driver was charged and the vehicle seized. This was a prime example of community officers being in their area, conducting checks and being proactive.

LOCAL AUTHORITY SCRUTINY BOARD - CLACKMANNANSHIRE
April 2024- March 2024

Violence, Disorder & Antisocial Behaviour						
		Apr 2023 - March 2024	Apr 2024 - March 2025	Survivors	% Change	5-year average
1	Total No Group1: Non-sexual crimes of violence	661	659	2 less	-0.3%	-9.3%
2	Murder (excluding culpable homicide at common law)	-	-	-	-	-
3	Attempted Murder	3	2	1 less	-33.3%	-47.4%
4	Culpable Homicide (common law)	-	-	-	-	-
5	Culpable Homicide (other)	0	3	-	300%	x
Note – Driving offences raised following two road deaths in April 2023 - March 2024						
6	Serious Assault detection rate	76.7%	88.9%		12.2%	7.4%
Note - now includes FGM, culpable & reckless conduct – causing injury						
7	Serious Assault	30	27	3 less	-10%	-40.1%
Note - now includes FGM, culpable & reckless conduct – causing injury						
8	Robbery & assault with intent detection rate	71.4%	80.0%		8.6%	6.5%
9	Robbery & assault with intent	14	20	6 more	42.0%	-2.0%
10	Common assault detection rate	74.1%	74.5%		0.4%	-0.1%
11	Common assault	502	506	4 more	0.8%	-4.7%
12	Number of complaints regarding disorder	2134	1962	172 less	- 8.1%	x
Conventions: – means null or zero x = not calculated						

LOCAL AUTHORITY SCRUTINY BOARD - CLACKMNNANSHIRE
April 2024 - March 2025

Violence, Disorder & Antisocial Behaviour (continued)						
		Apr 2023 - March 2024	Apr 2024 - March 2025	Survivors	% Change	5-year average
13	Number of Domestic Abuse Incidents Reported to the Police	729	668		- 8.4%	-9.6%
14	Total Crimes and offences in domestic abuse incidents	279	249		- 10.8%	-19.4%
15	Percentage of Domestic Incidents that result in a crime being recorded	38.3%	37.3%		- 1.0%	-4.5%
16	Total crimes and offences in domestic abuse incidents detection rate	58.3%	66.3%		13.8%	-7.0%
17	Total Detections for Domestic Bail Offences	25	23		- 8.0%	-40.1%
18	Ensure 95% of domestic abuse initial bail checks are conducted within a prescribed timeframe (24hrs)* Compliance Rate	94.2%	95.2%		1.0%	x
Conventions: – means null or zero x = not calculated						
19	Hate Crime and offences detection rate	67.5%	78.9%		11.4%	0.3%
Violence, Disorder & Antisocial Behaviour - Stop and Searches						
20	Number of stop and searches conducted (total)	130	154			
On the 11 May 2017 Police Scotland adopted a new code of practice on the use of stop and search. At this time, the use of non-statutory (Consensual) search ceased. Further information on Police Scotland's use of stop and search and on the code of practice is available on the Police Scotland Website.						

LOCAL AUTHORITY SCRUTINY BOARD - CLACKMNNANSHIRE
April 2024 - March 2025

Additional Identified Local Priorities						
		Apr 2023 - March 2024	Apr 2024 - March 2025	Survivors	% Change	5-year average
21	Number of detections for supply of drugs (incl. possession with intent)	48	35		- 27%	42.8%
22	Number of detections for drugs production, manufacture, or drugs cultivation	7	5		- 28.5%	6.2%
23	Theft by housebreaking (including attempts) – dwelling house (detection rate)	39.5%	30.0%		- 9.5%	-0.3%
Note - no longer includes non-dwelling and other premises						
24	Theft by housebreaking (including attempts) – dwelling house	38	20	18 less	- 47%	-49.5%
Note - no longer includes non-dwelling and other premises						
25	Theft by shoplifting detection rate	62.9%	69.5%		6.6%	-0.9%
26	Theft by shoplifting	488	479	9 less	- 1.8%	74.0%
27	Vandalism & Reckless Damage etc - detection rate	38.4%	37.4%		- 1%	0.1%
Note – previously reported as Vandalism & Malicious Mischief						
28	Vandalism & Reckless Damage etc	406	374	32 less	- 7.8%	-16.7%
Note – previously reported as Vandalism & Malicious Mischief						
29	Number of detections for Consuming Alcohol in a designated place (where appropriate byelaws exist)	2	3		50.0%	6.0%

LOCAL AUTHORITY SCRUTINY BOARD - CLACKMNNANSHIRE
April 2024 - March 2025

Public Protection						
		Apr 2023 - March 2024	Apr 2024 - March 2025	Survivors	% Change	5-year average
30	Number of Sexual Crimes	131	125	6 less	- 4.5%	-10.6%
31	Sexual Crimes detection rate	50.0%	60.8%		10.8%	3.1%
32	Rape detection rate	52.0%	53.8%		1.8%	7.9%

Road Traffic Casualty Statistics					
	Apr 2023 - March 2024	Apr 2024 - March 2025	Survivors	% Change	5-year average
People Killed	2	1	1 less	-50.0%	x
People Seriously injured	12	9	3 less	-25.0%	x
People Slightly Injured	17	14	3 less	-17.6%	x
Children (aged<16) Killed	0	0	-	0.0%	x
Children (aged<16) Seriously Injured	1	0	1 less	-100.0%	x
Conventions: – means null or zero x = not calculated					

Conventions: – means null or zero x = not calculated

Road Safety & Road Crime					
		Apr 2023 - March 2024	Apr 2024 - March 2025	% Change	5-year average
33	Dangerous driving	26	32	23%	- 9.9%
34	Driving carelessly	36	32	- 11.1%	- 19.6%
35	Speeding	49	42	- 14.3%	- 43.1%
36	Driving whilst disqualified from	10	6	- 40.0%	15.4%

OFFICIAL

	holding or obtaining a licence				
Note - previously reported as Disqualified Driving					
37	Driving without a licence, including underage	36	37	2.8%	54.8%
Note – Previously reported as Driving Licence					
38	Failure to Insure against third party risks	106	107	0.9%	141.2%
Note – Previously reported as Insurance					
39	Seat Belt Offences	5	4	- 20.0%	-54.5%
40	Mobile Phone Offences	8	5	- 37.5%	-19.4%
41	Drink, Drugs driving offences inc. failure to provide a specimen	39	50	28.2%	54.2%

Public Confidence				
		Apr 2023 - March 2024	Apr 2024 - March 2025	% Change
42	Complaints received about the Police	63	40	- 36.51%
43	Complaint rates per 10,000 Police Incidents	12.2%	7.7%	-37%
44	Total Number of Allegations	104	56	-46%
45	On Duty Allegations	68	36	-47.6%
46	Off Duty Allegations	0	3	x
47	Quality of Service Allegations	36	17	-52.78%

Appendix 2

Appendix 2 - STATISTICAL DATA CHANGES

Police Scotland have moved in line with how the Scottish Government present their crime data from seven to eight categories with the main changes being;

Group 6 Miscellaneous offences has been split into two Groups, Group 6 Antisocial Behaviour and Group 7 Miscellaneous offences.

Group 8 now contains Traffic offences.

Changes which will have an obvious impact on figures are, Stalking & Common Assault inc. Assaults of emergency workers were previously both categorised into Grp 6 but now come under Group 1.



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- Group 1 – Non-Sexual Crimes of Violence
- Group2 – Sexual Crimes
- Group 3 – Crimes of Dishonesty
- Group 4 - previously Fire-raising, Malicious Mischief etc – Now **Damage & Reckless Behaviour**
- Group 5 - previously Other (Pro-activity) Crimes – Now **Crimes Against Society**
- Group 6 - previously Miscellaneous Offences – Now **Anti-Social Offences**
- Group 7 - previously Offences Relating to Motor Vehicles – Now **Miscellaneous Offences** inc Crimes and offences such as Wildlife, Environmental & Licensing.
- Group 8 – **Road Traffic Offences**



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GLOSSARY

Initial Referral Discussion (IRD)

An Initial Referral Discussion (IRD) is held between statutory partners in response to child or adult protection referrals to agree a plan for the investigation. These meetings ensure relevant information is shared and risk assessed to determine what course of action should be taken either by a single agency, through a joint investigation or whether a referral to a case conference is required.

Child Protection Case Conference

A child protection case conference is held when partners are concerned that a child or young person is experiencing or at risk of experiencing significant harm and a plan around the care and wellbeing of the child requires to be developed. As an outcome of such meetings, children can be added to or removed from the child protection register.

Adult Support and Protection (ASP)

Adult Support and Protection (ASP) is the overall term that Social Work use in relation to the duties, responsibilities and actions undertaken to ensure that adults who may be more at risk of harm are kept safe. Different types of multi-agency meeting types exist for ASP, including but not limited to: case conferences, core groups, professionals meetings, escalating concern reviews. Discussions consider risks that the vulnerable adult is exposed to and how best they can be protected or enabled to make informed decisions concerning these risks.

EI Process

Early and Effective Intervention (EEI) is available to deal with offences of a non-serious nature which are committed by young people under the age of 18 who have reached the age of criminal responsibility (12 years). This route offers a means to divert young people from the standard justice route which would normally involve a referral to the Scottish Children's Reporter Administration (SCRA). The EEI process is a multi-agency approach which incorporates the values and principles of Getting it Right for Every Child (GIRFEC).

Warnings

FJW – A Formal Juvenile Warning can be issued to persons under the age of 16.

RJW – Restorative Justice Warnings are delivered by specially trained police officers and can be issued to persons under the age of 16.

RPW – Recorded Police Warnings can be issued to 16 and 17 year old's who are not subject to a Compulsory Supervision Order.

Disclosure Scheme for Domestic Abuse Scotland

The Disclosure Scheme for Domestic Abuse Scotland (DSDAS) gives people the right to ask about the background of their partner and also allows concerned relatives and friend to ask if their loved one's partner has been abusive in the past. This scheme also gives Police Scotland the power to tell people they may be at risk of domestic abuse by their partner, even if this information has not been asked for.

Report to: Audit and Scrutiny Committee

Date of Meeting: 30th October 2025

Subject: Fire Performance Report – 6 Month (Q1 and Q2 2025/26)

**Report by: Local Senior Officer, Clackmannanshire, Fife and Stirling
LSO Area**

1.0 Purpose

- 1.1. The purpose of this report is to provide committee with:
- 1.2. An overview of performance of the Scottish Fire and Rescue Service (SFRS) in Clackmannanshire covering the period 1st April 2025 to 30th September 2025. The report (Appendix One) is based on performance against objectives and targets set out in the Local Fire and Rescue Plan for Clackmannanshire. Performance indicators are detailed in the summary report.

2.0 Recommendations

- 2.1. It is recommended that committee note and scrutinise the report as appropriate.

3.0 Considerations

- 3.1. A number of significant trends are worth highlighting.
- 3.2. There have been 0 fire related fatalities and 3 fire casualties in the reporting period.
- 3.3. The SFRS deliver Seasonal Thematic Action Plans. Targets include reducing accidental dwelling fires, reducing fire fatalities and casualties, reducing deliberate fire setting, reducing the number of outdoor fires, and reducing fire related anti-social behaviour.
- 3.4. There were 16 Accidental Dwelling Fires (ADF). The cause of these fires has predominantly been cooking related activities which in Scotland is the number one cause of fires in the home. This will continue to be a focus of our on-going prevention work.
- 3.5. Work continues to identify and support vulnerable people in Clackmannanshire, through the Home Fire Safety Visit (HFSV) Programme and fire safety referrals through multi-agency activity. The quantity and quality of referrals from partners allow the service to target resources within Clackmannanshire, with the aim of

reducing the number of accidental dwelling fires and casualties from these fires in the long term.

During the reporting period, local operational crews and the Community Action Team carried out 85 HFSV's.

- 3.6. A Youth Volunteer scheme (FireSkills) continues to be a success at Alloa Community Fires Station and has become a pivotal part of youth engagement within the Clackmannanshire area.
- 3.7. There were 69 deliberate fires recorded during the reporting period. This continues to be an area of focus for the SFRS and partners to reduce instances of fire and anti-social behaviour within the Local Authority area.
- 3.8. The number of Unwanted Fire Alarm Signals during the reporting period was 56. This is a significant reduction of previous reporting years. We continue to monitor all UFAS activity and have introduced a new approach to responding to UFAS incidents. SFRS continue to work with duty holders to discuss the implications of UFAS and identify where improvements can be made. We are also informing duty holders of the latest fire detection technology available which has a proven record in reducing unwanted signals.

4.0 Sustainability Implications

- 4.1. None.

5.0 Resource Implications

5.1. Financial Details

- 5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes ☐

- 5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes ☐

5.4. Staffing

6.0 Exempt Reports

- 6.1. Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☐

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) Our Priorities

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all ☐

Our families; children and young people will have the best possible start in life ☐

Women and girls will be confident and aspirational, and achieve their full potential ☐

Our communities will be resilient and empowered so that they can thrive and flourish ☐

(2) **Council Policies**

Complies with relevant Council Policies ☐

8.0 Impact Assessments

8.1 Have you attached the combined equalities impact assessment to ensure compliance with the public sector equality duty and fairer Scotland duty? (All EFSIAs also require to be published on the Council's website)

Yes ☐

8.2 If an impact assessment has not been undertaken you should explain why:

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes ☐

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix One: Clackmannanshire 2025-25 Q1 & Q2 Scrutiny Report

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes ☐ (please list the documents below) No ☐

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Des Donnelly	Group Commander for Stirling-Clackmannanshire-Fife LSO Area	



Clackmannanshire

**2025-26 Q1 & Q2
Scrutiny Report**



SCOTTISH
FIRE AND RESCUE SERVICE
Working together for a safer Scotland

**Working together
for a safer Scotland**

Clackmannanshire

All

Multiple selections

Clackmannanshire

2025-26 Q1 & Q2 Scrutiny Report

Contents

1	Summary
2	Trends
3	Accidental Dwelling Fires (ADFs)
4	Accidental Dwelling Fire Casualties
5	Non-Fire Casualties
6	Deliberate Fires
7	Non-Domestic Fires
8	Unwanted Fire Alarm Signals (UFAS)
9	Road Traffic Collisions (RTCs)
10	Home Fire Safety Visits (HFSVs)
11	Fire Safety Enforcement
12	Community Safety & Engagement
13	Glossary of Terms

About the statistics within this report

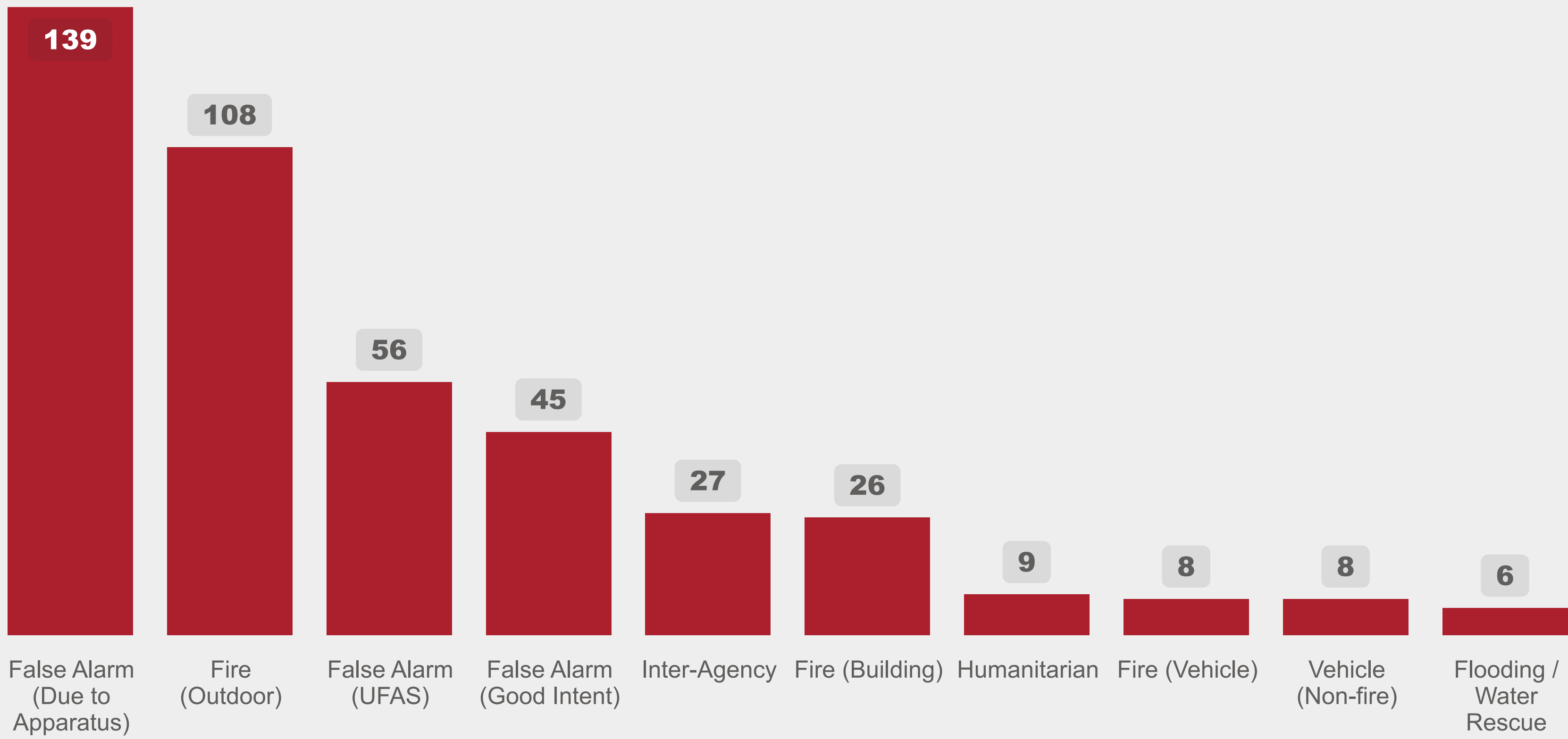
The activity totals and other statistics quoted within this report are published in the interests of transparency and openness. They are provisional in nature and subject to change as a result of ongoing quality assurance and review. Because all statistics quoted are provisional there may be a difference in the period totals quoted in our reports after local publication which result from revisions or additions to the data in our systems. The Scottish Government publishes official statistics each year which allow for comparisons to be made over longer periods of time.

1. Summary

2025-26 Q1 & Q2

 437 Total Incidents (Incl. Incompletes)	 142 Fires	 54 Non-Fire Incidents	 241 False Alarms	 56 UFAS
 18 People Rescued by Firefighters	 2 People Receiving First Aid or Hospital Treatment (Fires)	 0 Fire Fatalities	 6 People Receiving First Aid or Hospital Treatment (Non-Fire)	 3 Non-Fire Fatalities
 85 Home Fire Safety Visits	 23 Fire Safety Audits			

Top 10 Incident Types



The tables above show activity within the Clackmannanshire Local Authority Area over the period 1st April to 30th September 2025.

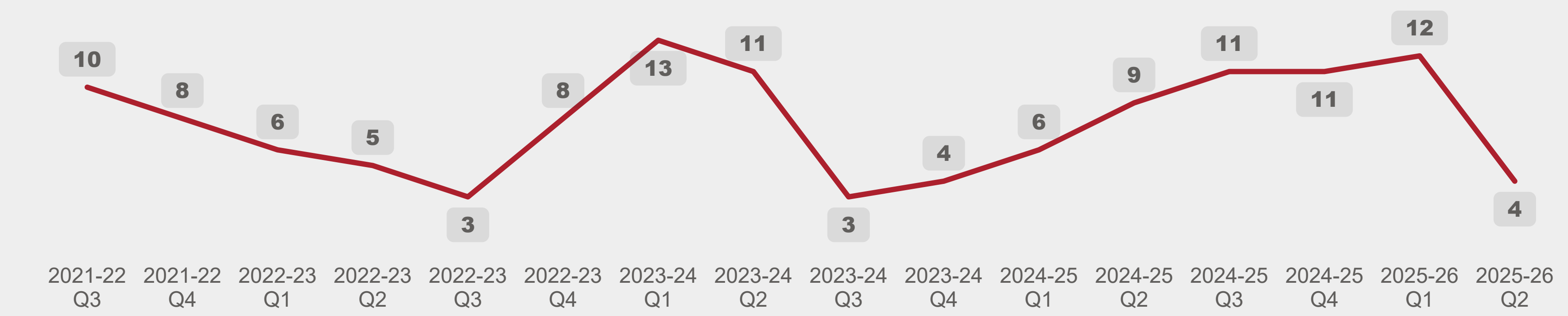
Across the area, crews have responded to a total of 437 incidents. The sections to follow provide more detail on these.

The Incident Reporting System allows for a 2 week lag in data. Information is correct at time of printing.

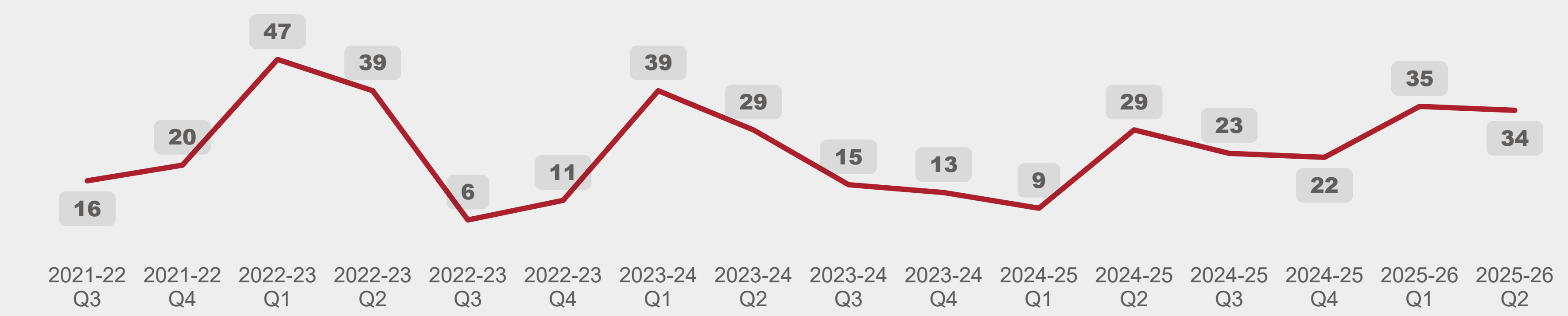
2. Trends

Previous 16 quarters (4 years)

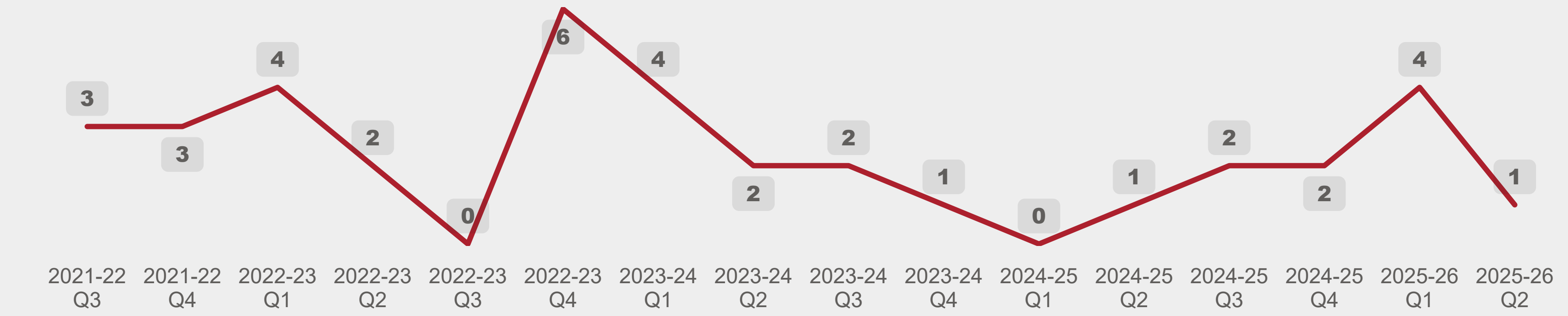
Accidental Dwelling Fires



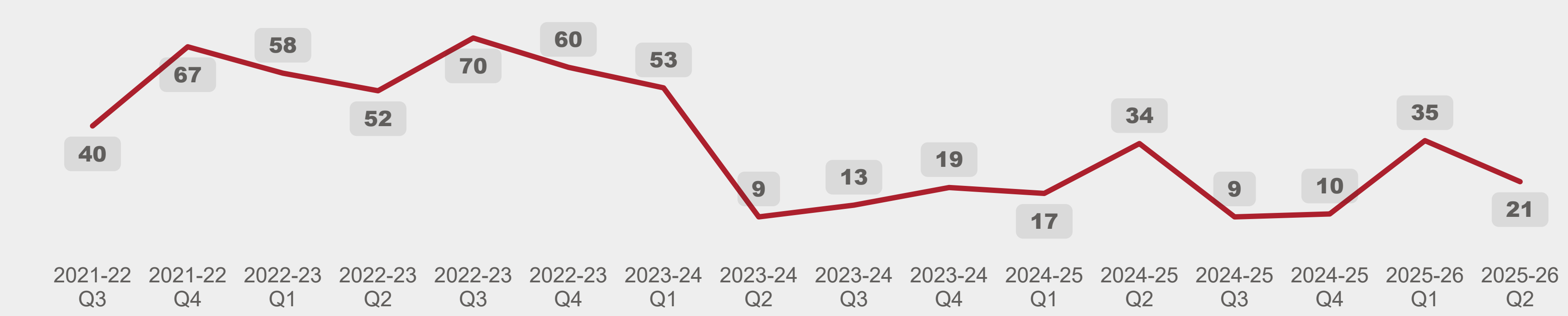
Deliberate Fires



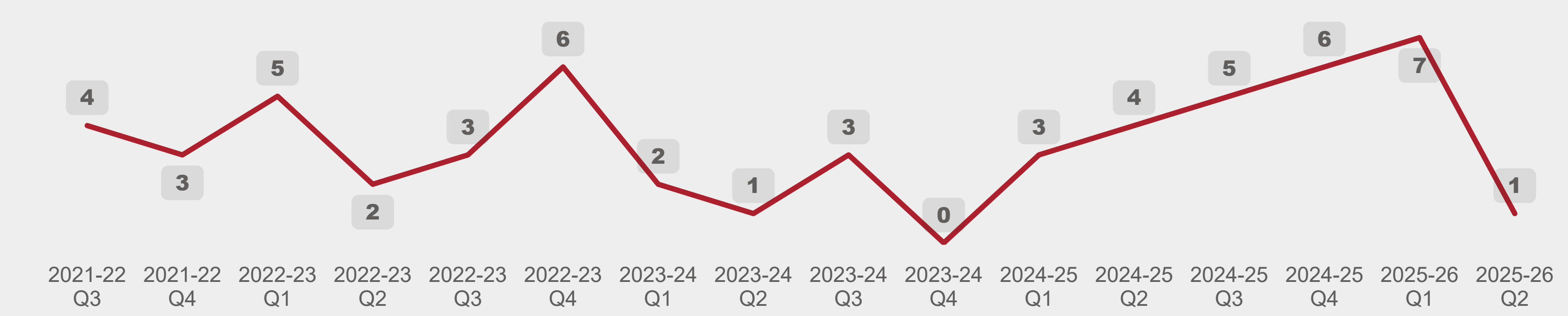
Non-Domestic Fires



Unwanted Fire Alarm Signals



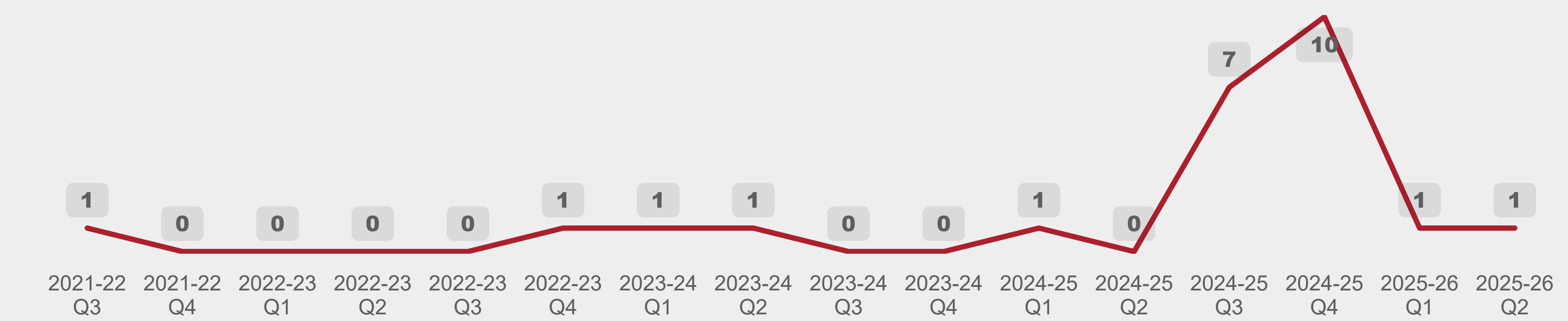
Road Traffic Collisions



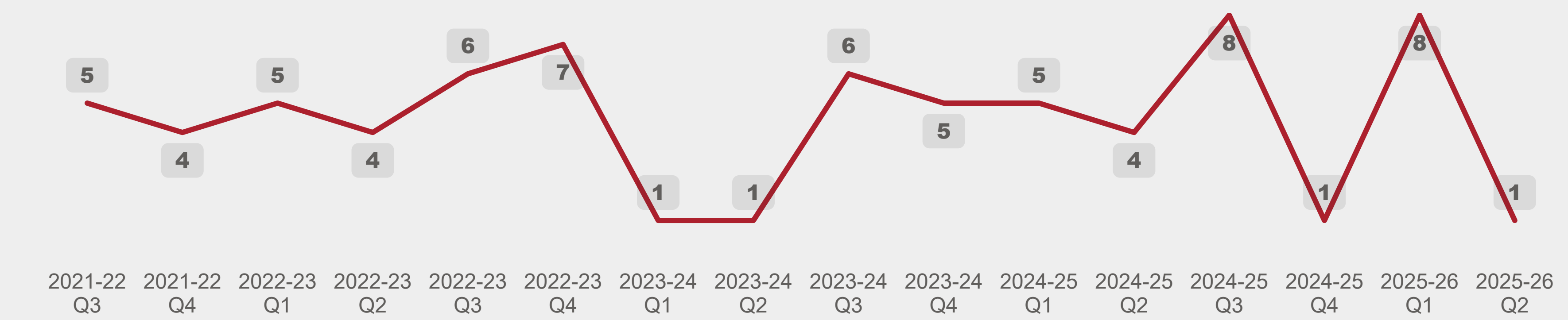
2. Trends

Previous 16 quarters (4 years)

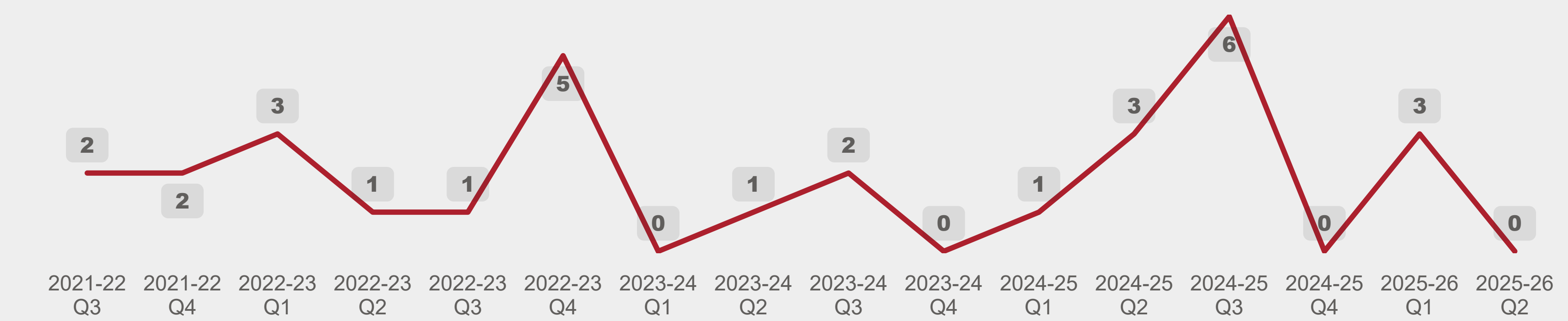
Accidental Dwelling Fire Casualties



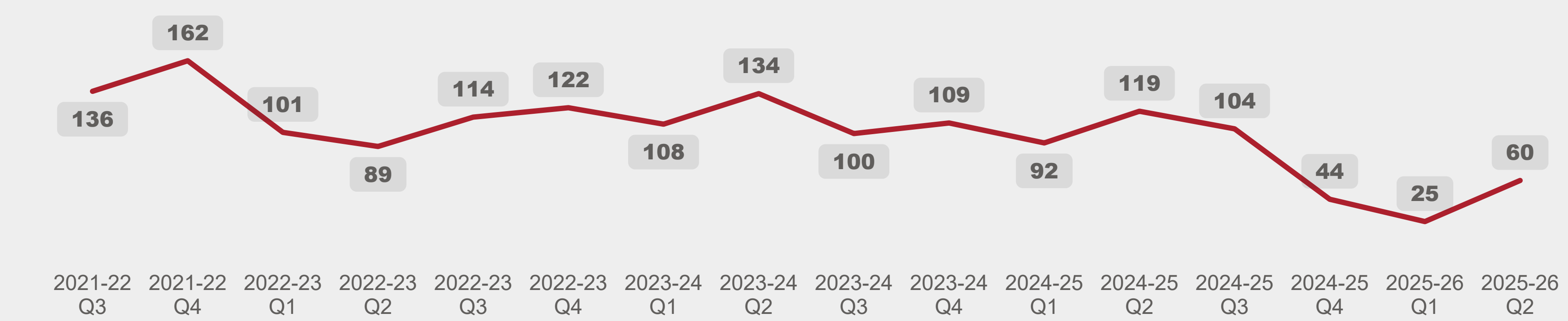
Non-Fire Casualties



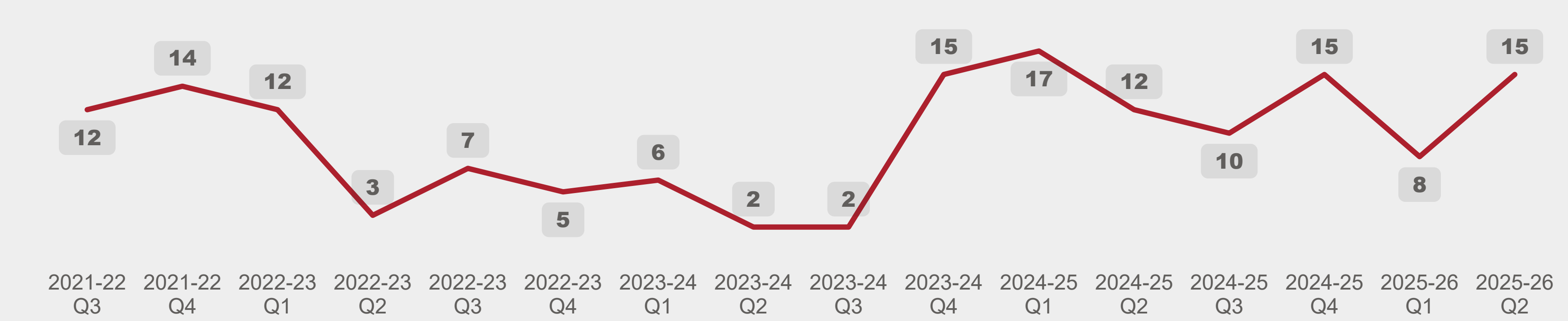
Road Traffic Collision Casualties



Home Fire Safety Visits



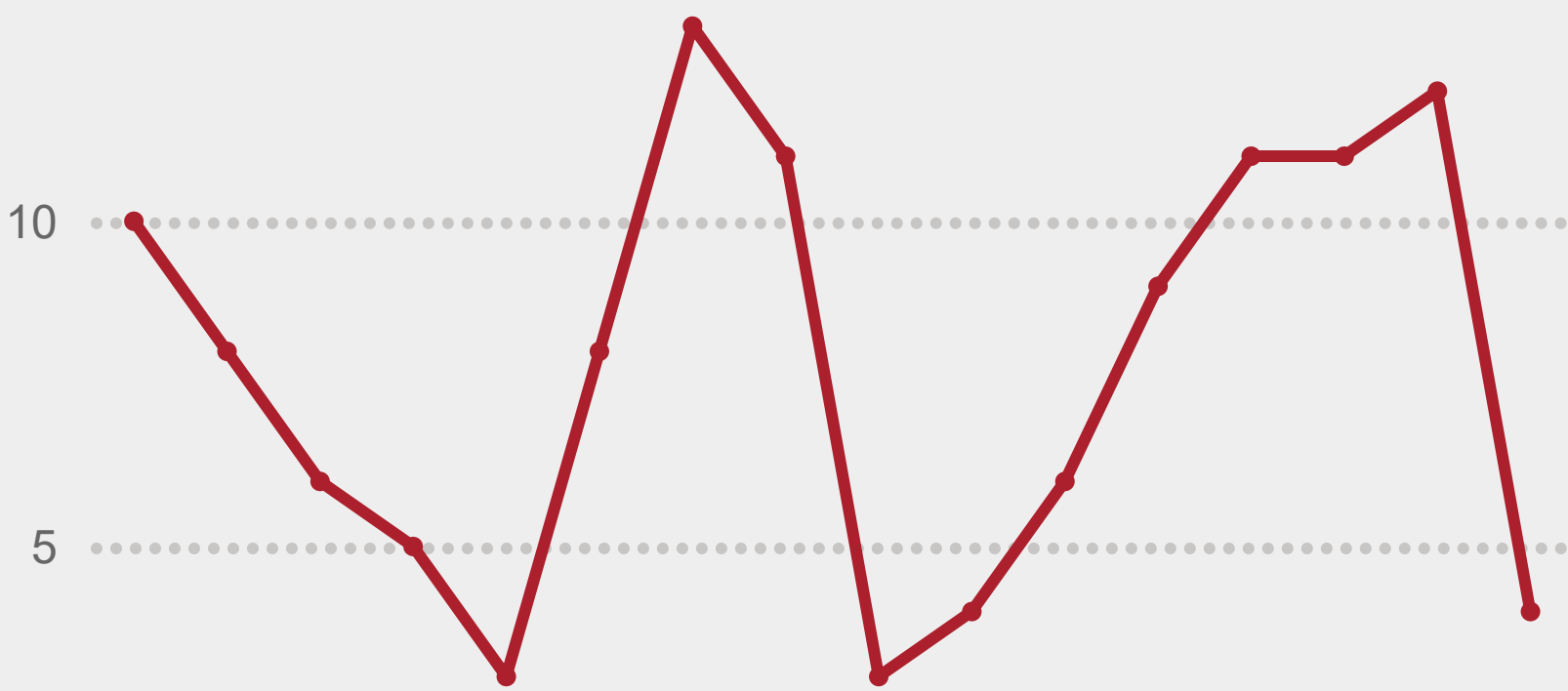
Fire Safety Audits



3. Accidental Dwelling Fires

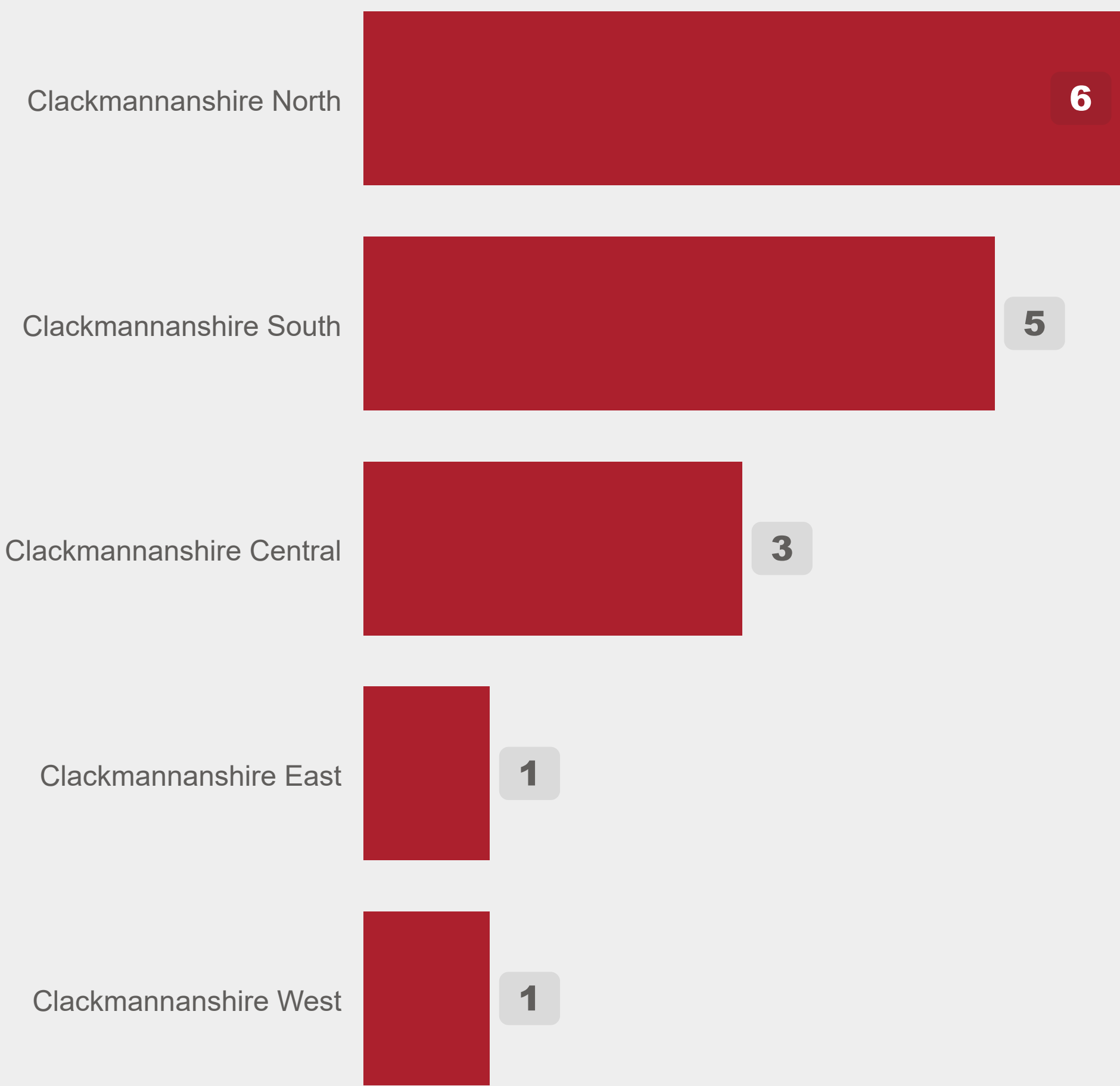
2025-26 Q1 & Q2

Trend by Quarter (4 years)

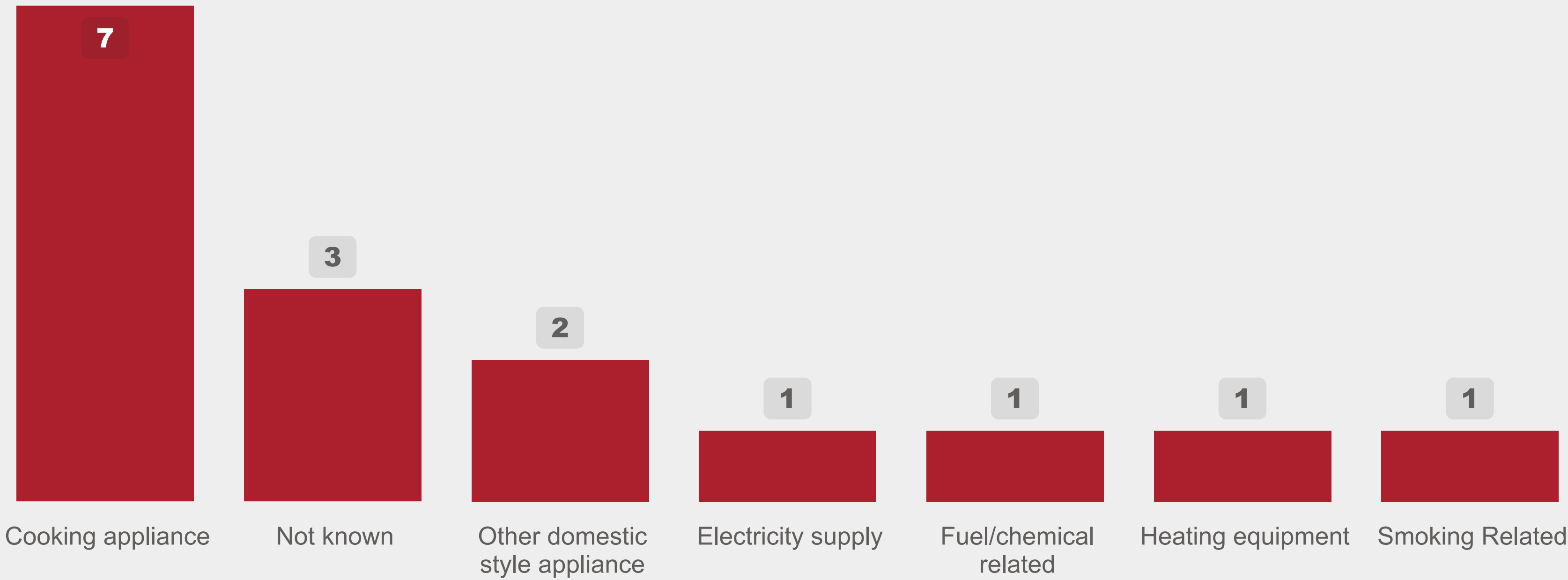


Extent of Damage	Incidents
Limited to item 1st ignited	7
Limited to room of origin	3
Not applicable	3
Roof space and other floors(s)	2
Limited to 2 floors (not whole building)	1

Incidents by Ward



Source of Ignition (Top 10)

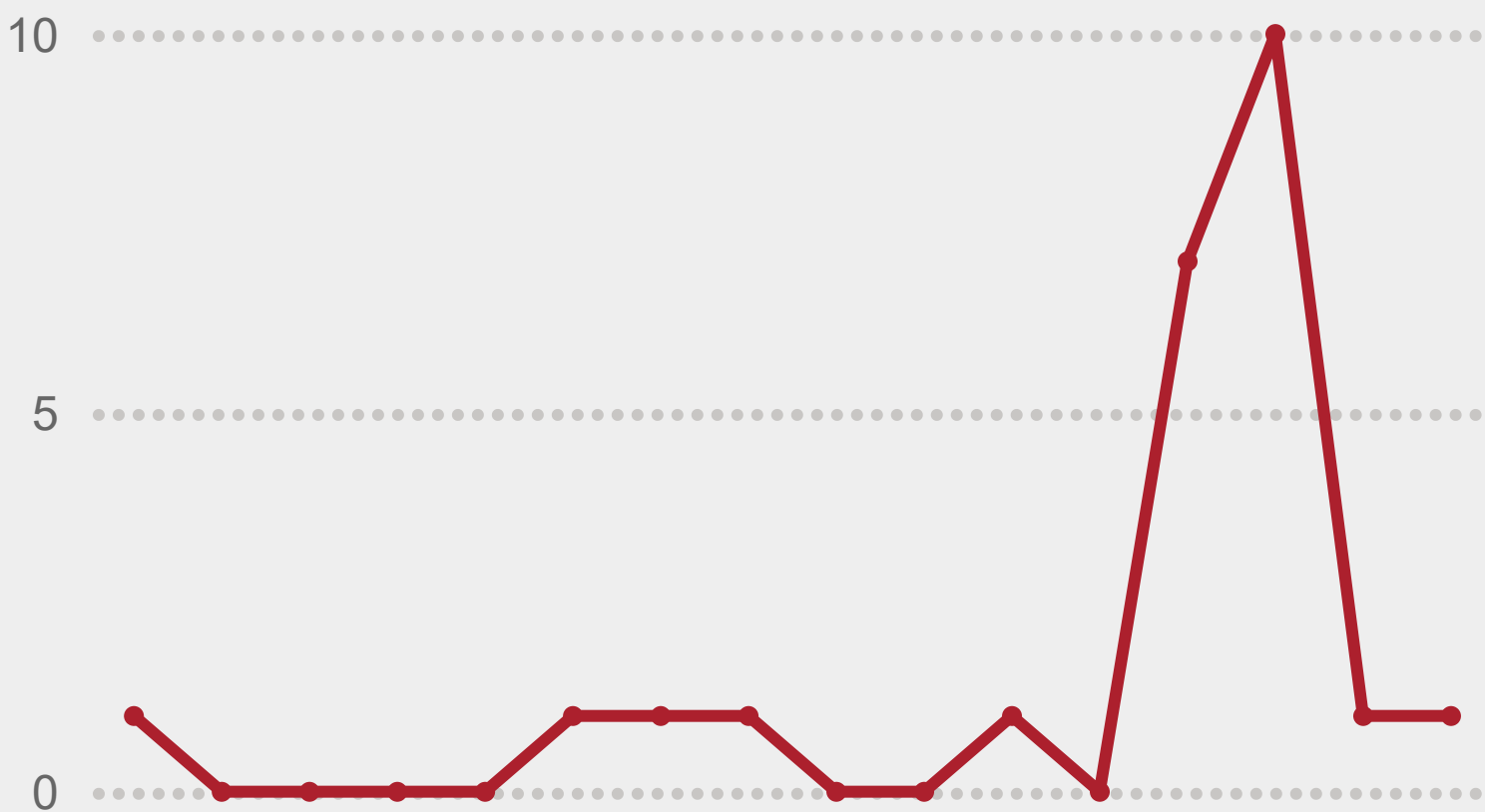


16
Accidental Dwelling Fires
in this period

Accidental Dwelling Fires (House Fires) has seen a slight increase over the reporting period with a sharp fall in the quarter 2 of 2025. This fall is consistent with previous years where we experience peaks and troughs throughout the year/s.

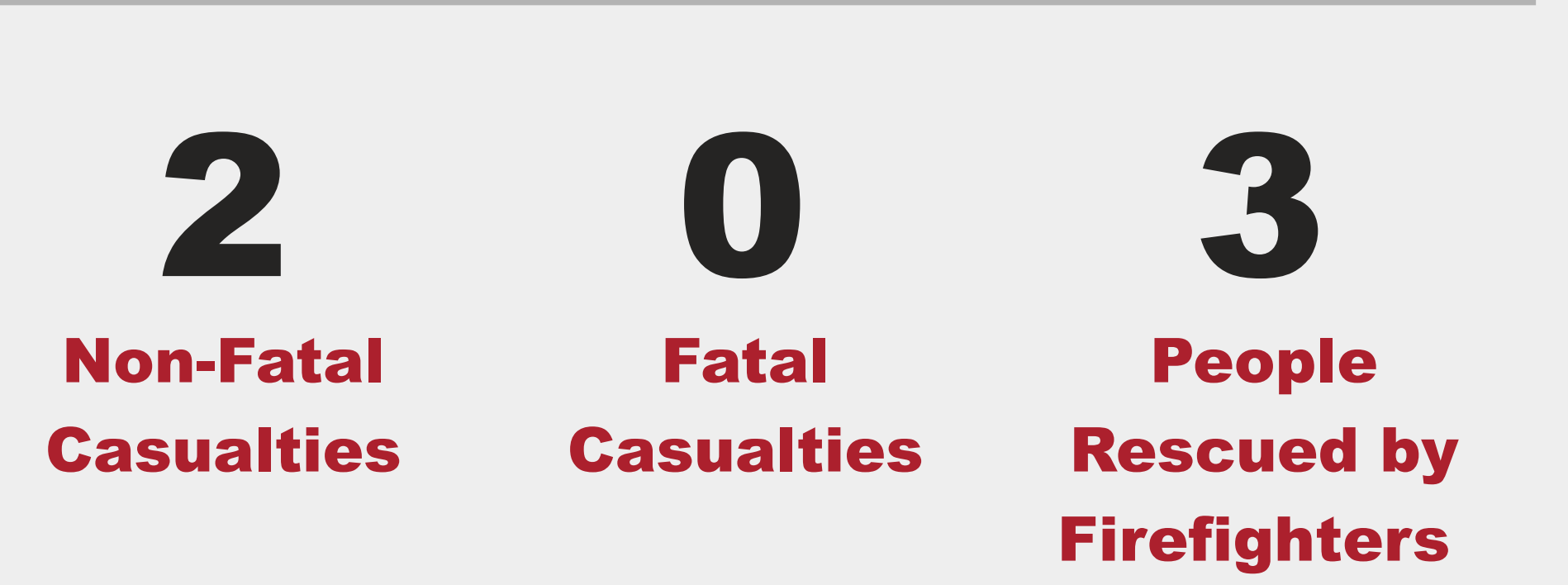
Cooking remains the highest cause of Dwelling Fires and our crews continue to offer Home Fire Safety Visits to the most vulnerable (high risk) in our communities. We encourage Partners to sign up to our Partner Referral App to refer those most at risk.

Trend by Quarter (4 years)



Nature of Injury/Cause of Death	Casualties
Breathing difficulties (Other than 'Overcome by gas, smoke or toxic fumes, asphyxiation')	1
Overcome by gas, smoke or toxic fumes; asphyxiation	1

Casualties by Ward



Extent of Harm (Non-Fatal)



Of the 16 Dwelling Fires, Fire Crews carried out 3 rescues of persons from fire, resulting in 2 people being treated on scene for smoke inhalation/breathing difficulties.

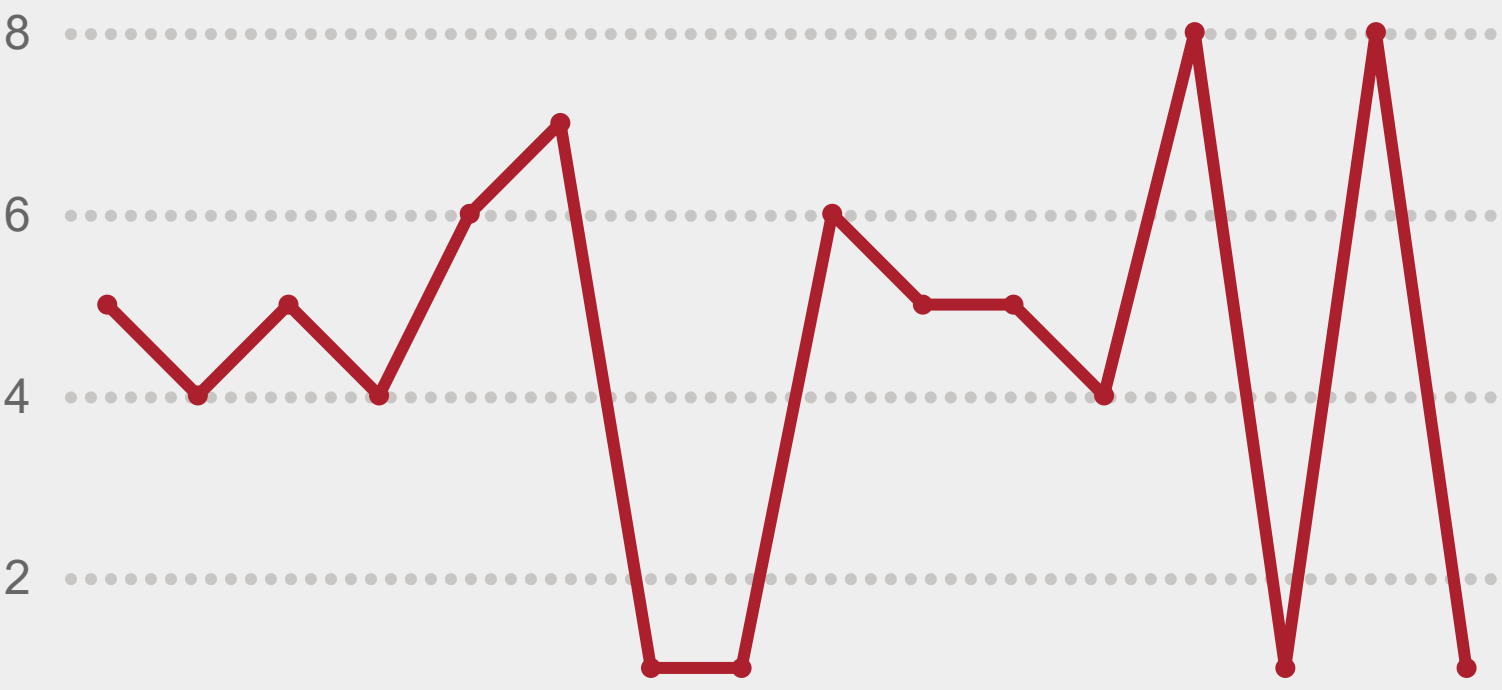
Due to the low number of casualties, a small increase can appear to be a large spike in the data/graphs.

We are pleased to report zero fire fatalities within the reporting period.

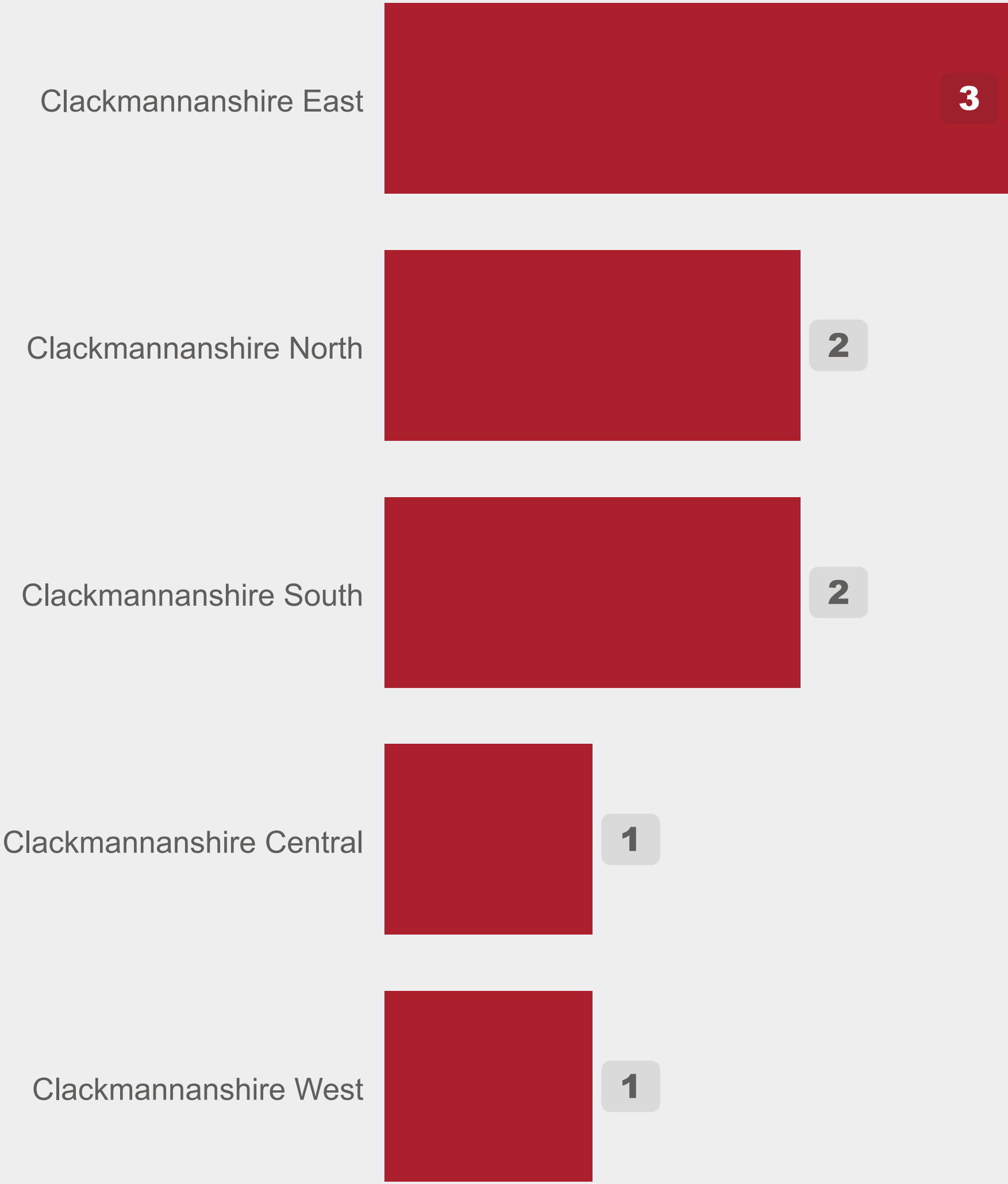
5. Non-Fire Casualties

2025-26 Q1 & Q2

Trend by Quarter (4 years)



Casualties by Ward



Nature of Injury/Cause of Death	Casualties
Chest pain / Heart condition / Cardiac arrest	2
Fracture	2
Bruising	1
Cuts/Lacerations	1
Not known	1
Other	1
Other medical condition	1

6

Non-Fatal Casualties

3

Fatal Casualties

15

People Rescued by Firefighters

Extent of Harm (Non-Fatal)



1

First Aid Given at Scene



3

Hospital Slight Injuries



2

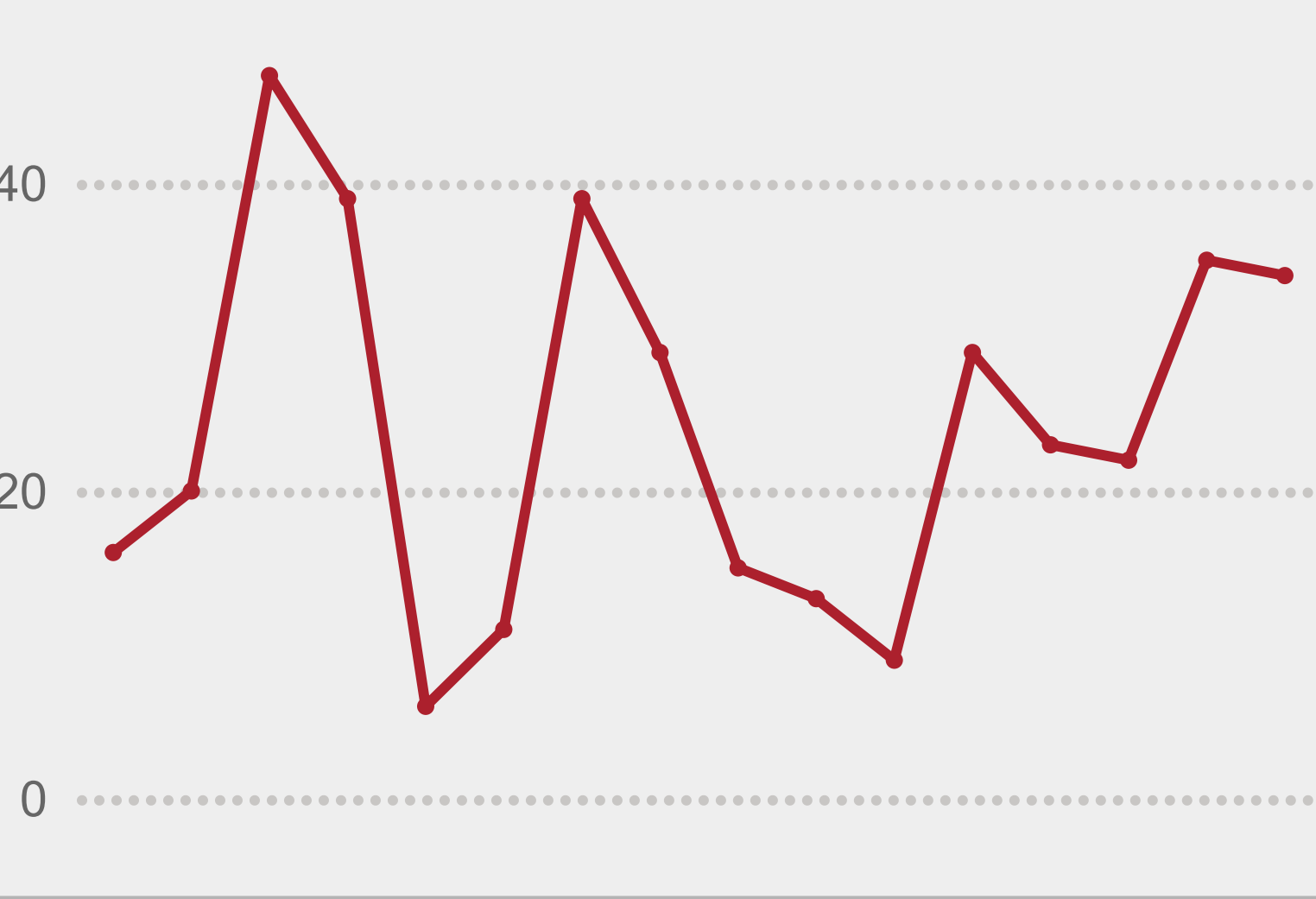
Hospital Serious Injuries

Non Fire Casualties include rescues from Road Traffic Collisions, Water Rescue and other incidents where People have been rescued by Firefighters.

Scottish Fire and Rescue also attend with other agencies to assist in gaining access/egress. Many of these casualties and fatalities result from this type of mobilisation.

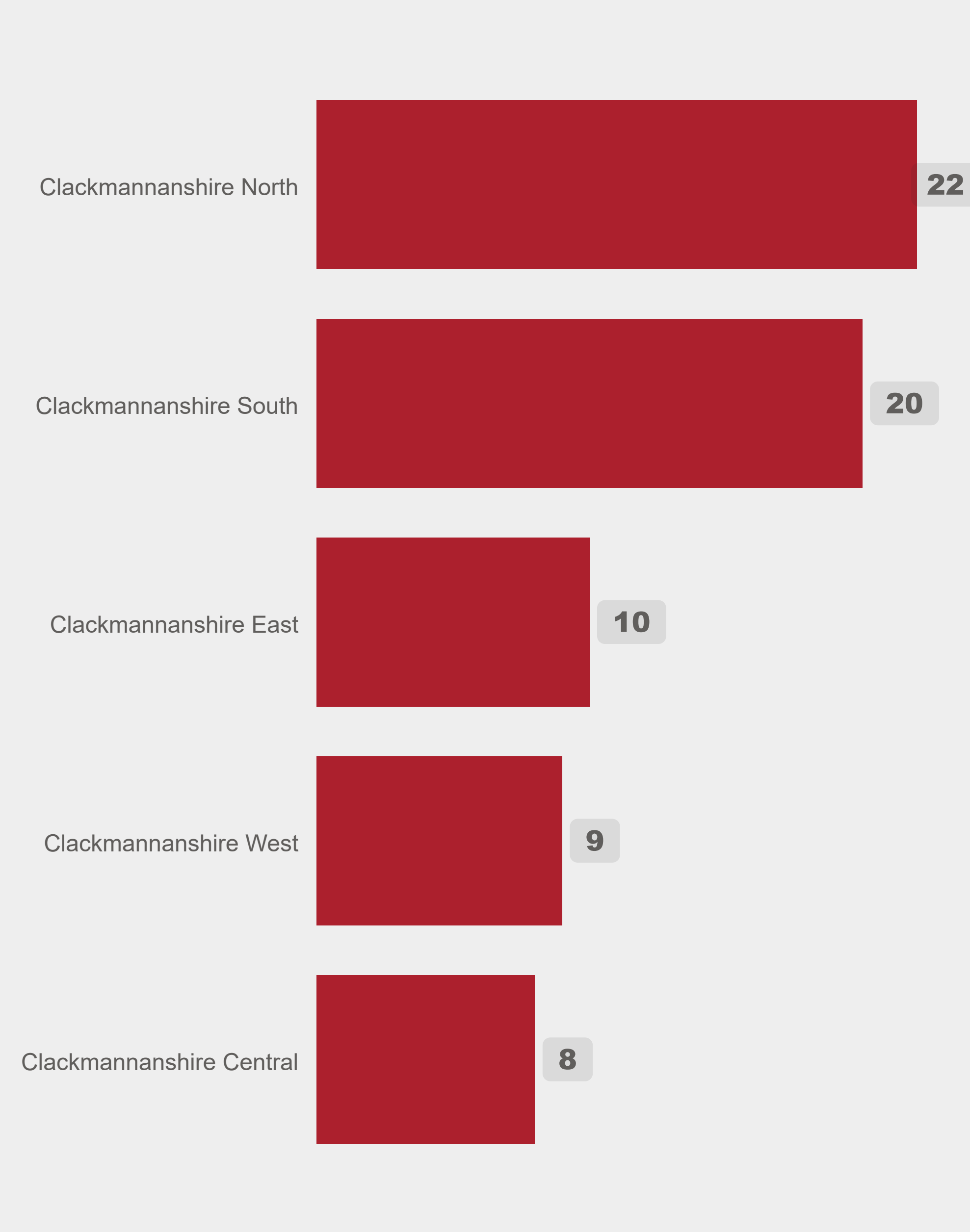
The largest majority of Non Fire Casualties have been reported in Clackmannanshire East.

Trend by Quarter (4 years)



Property Type	Incident
Grassland, woodland and crops	31
Refuse	17
Other outdoors (including land)	10
Non Residential	5
Road Vehicle	3
Dwelling	1
Outdoor equipment and machinery	1
Outdoor structures	1

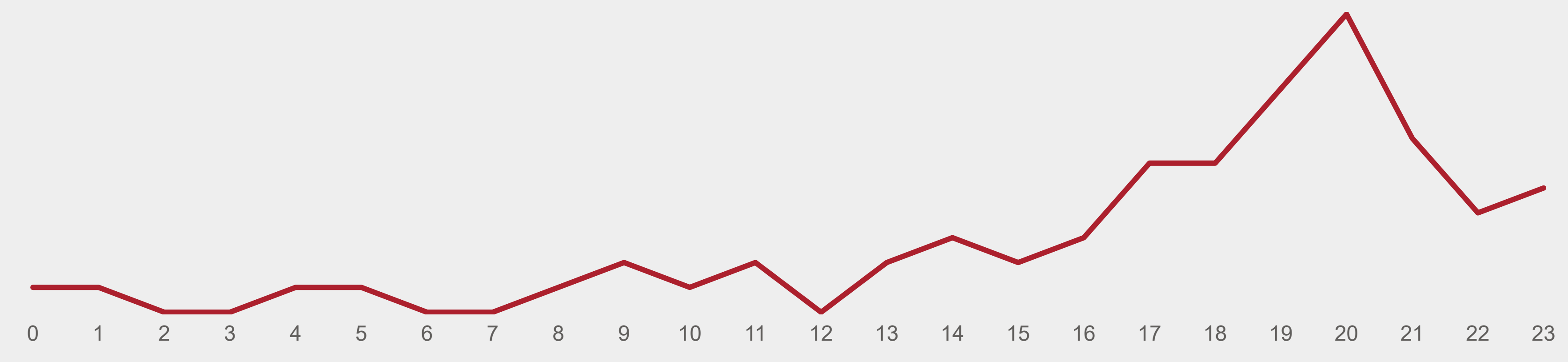
Incidents by Ward



69

Deliberate Fires
in this period

Hour of Day



Clackmannanshire recorded 69 Deliberate Fires within the last 12 month period with Clackmannanshire North and South reporting most incidents.

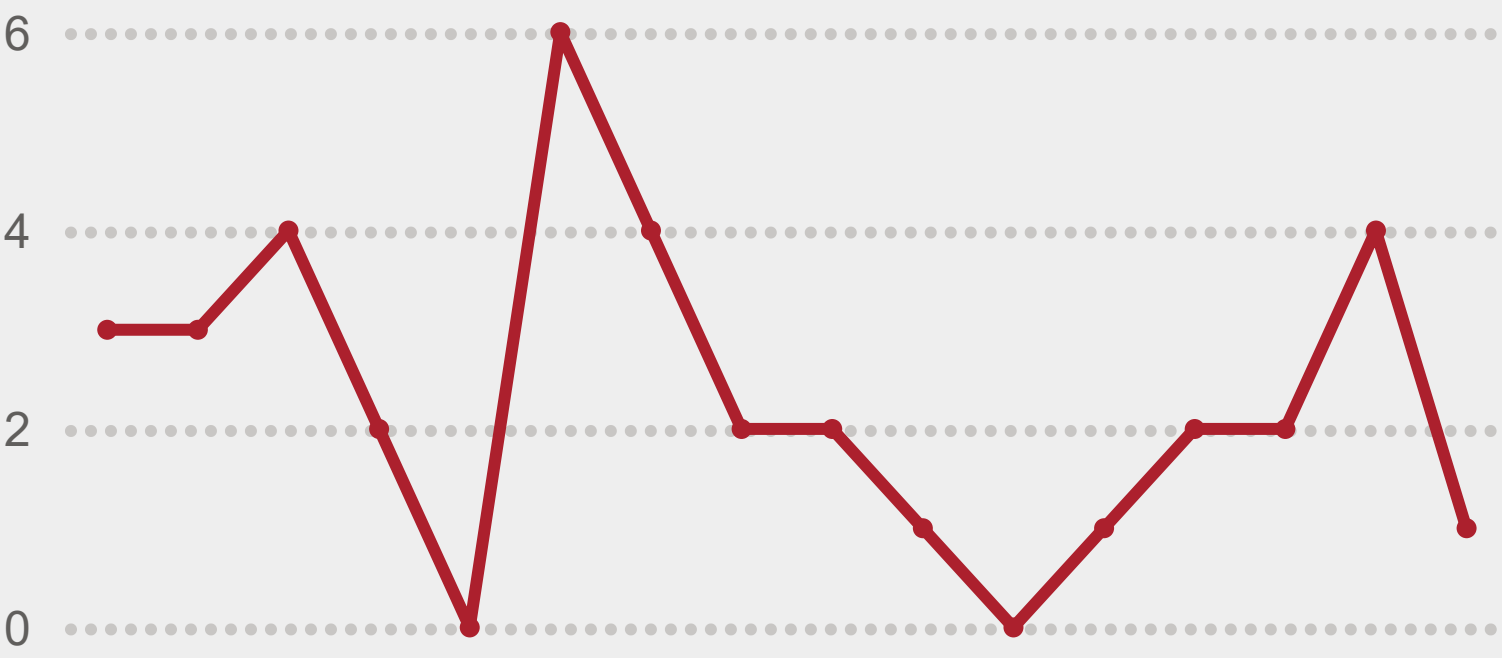
Refuse fires continue to be a main cause of deliberate fire setting and we continue to work with partners on reduction strategies to tackle this problem.

Grassland and outdoor fires continue to rise year on year as the climate changes within Scotland. This is an area of focus for the SFRS with the introduction of our Wildfire Strategy.

7. Non-Domestic Fires

2025-26 Q1 & Q2

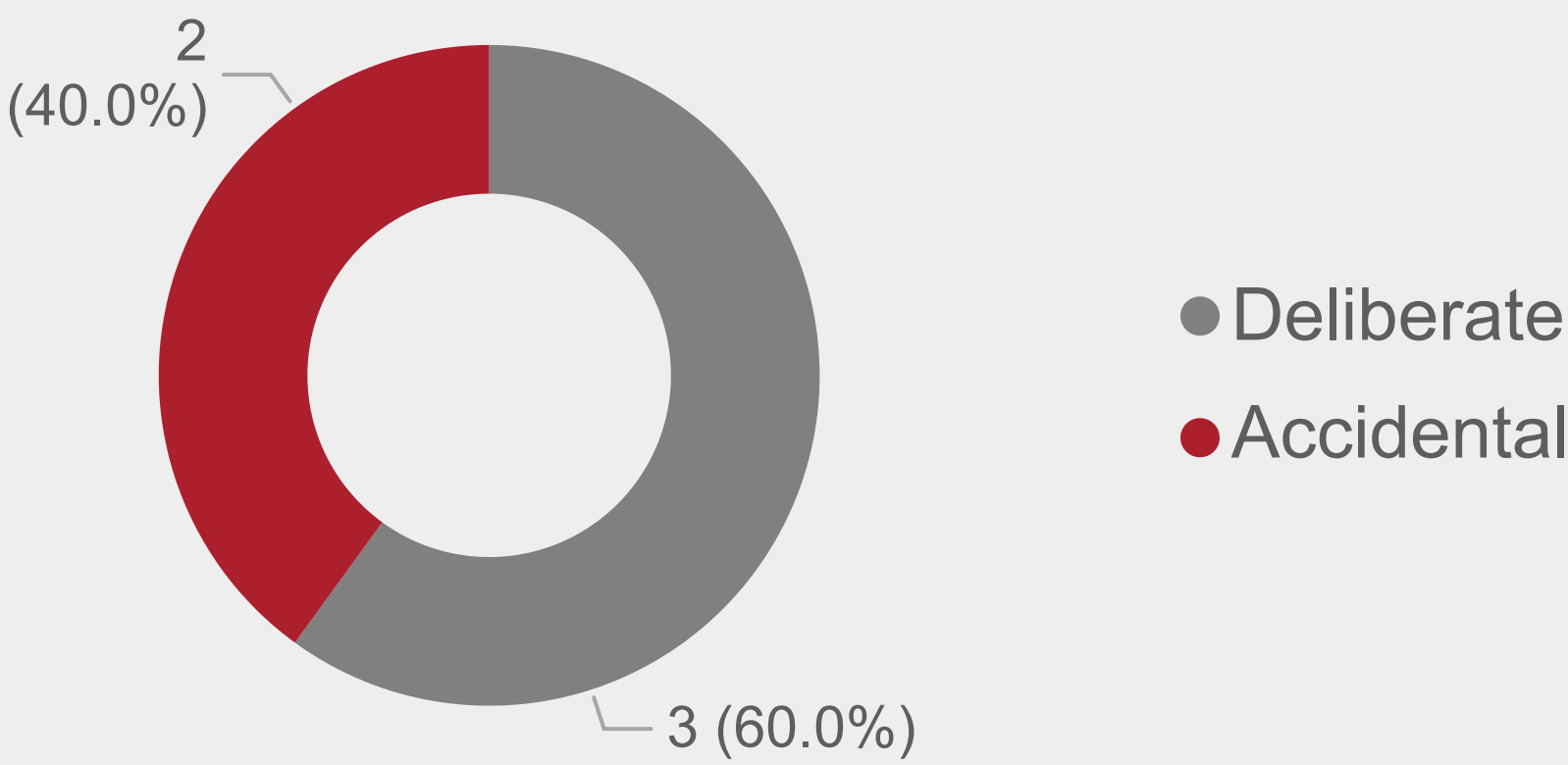
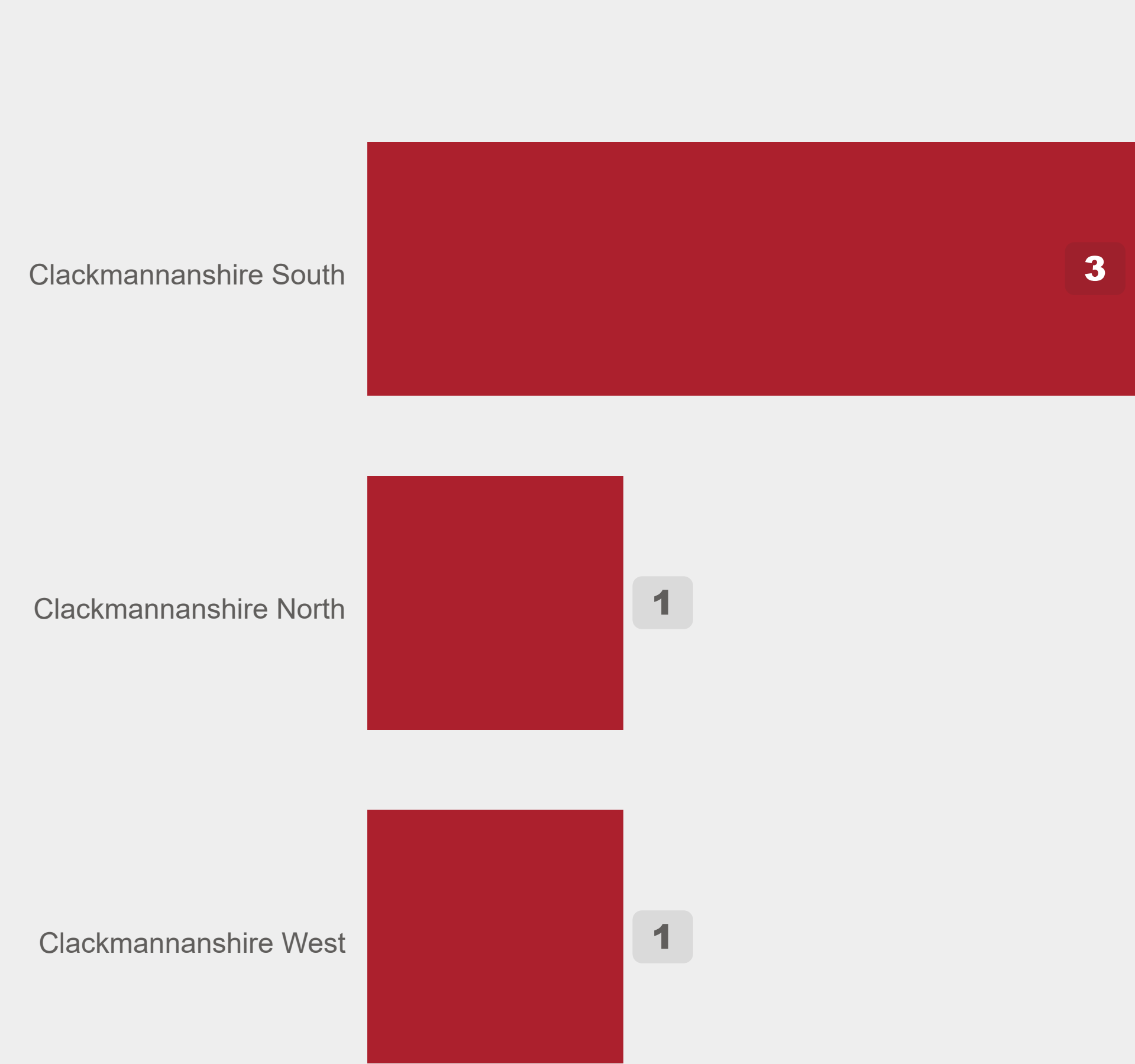
Trend by Quarter (4 years)



Top 15 Property Types

Property Type	Incidents
Boarding House/B&B for homeless/asylum seekers	1
Education	1
Entertainment and culture	1
Industrial Manufacturing	1
Public admin, security and safety	1

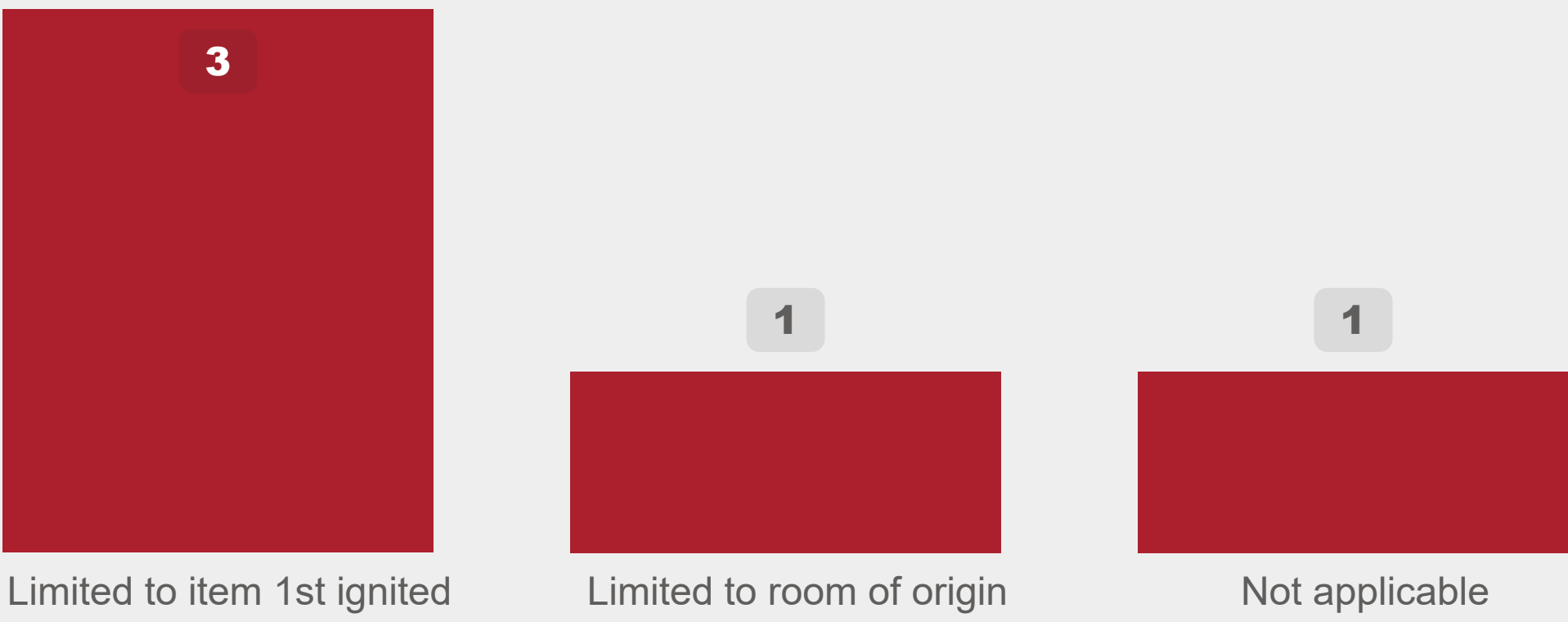
Incidents by Ward



5

Non-Domestic Fires in this period

Extent of Damage



For the 6 month period, Non Domestic Fires remain relatively low and have seen a reduction over the 4 year comparison period.

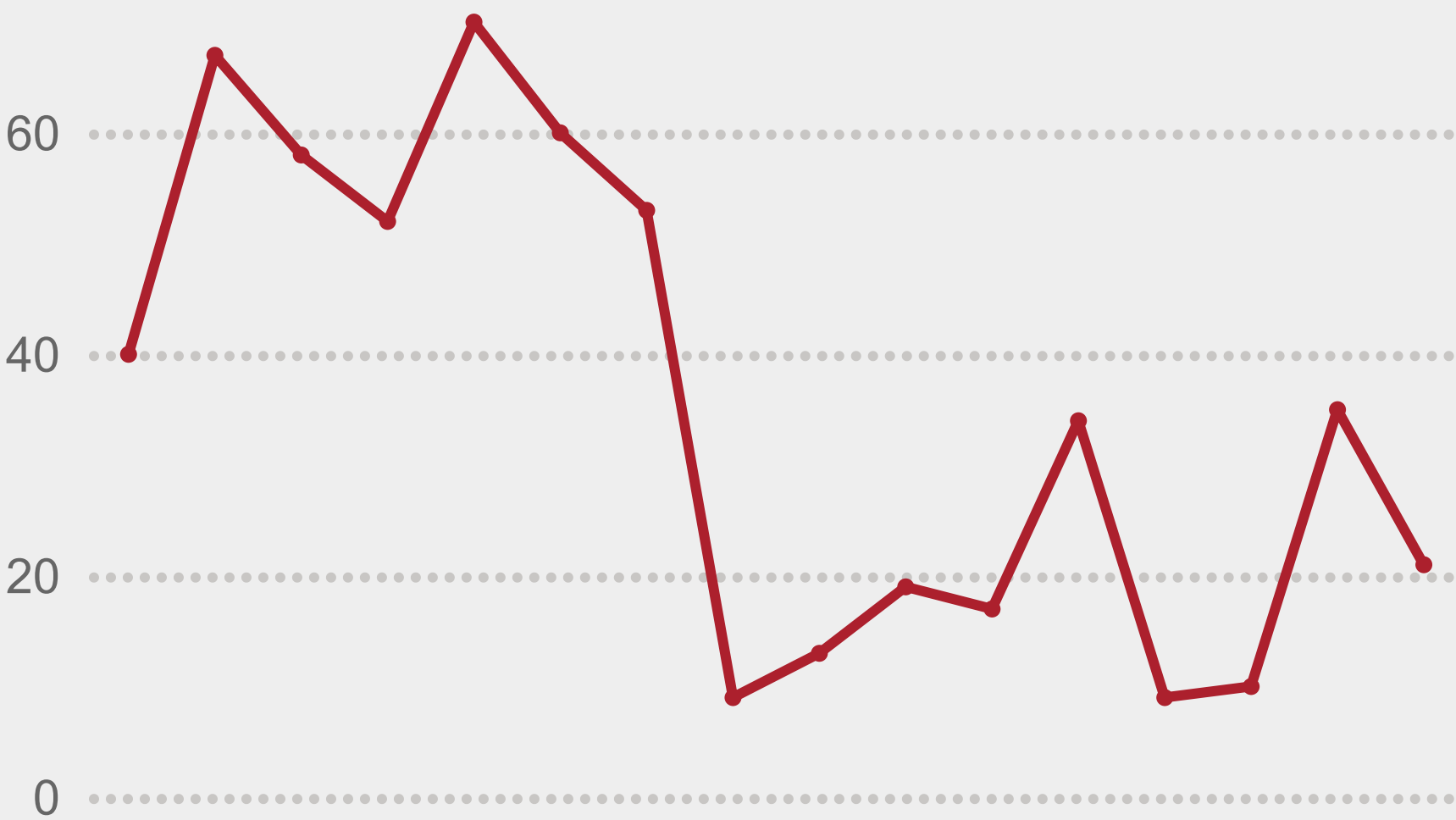
Our Fire Safety Enforcement Teams continue to work with businesses to ensure compliance through audits and education.

SFRS are pleased to report no fire related casualties from non domestic fires within Clackmannanshire.

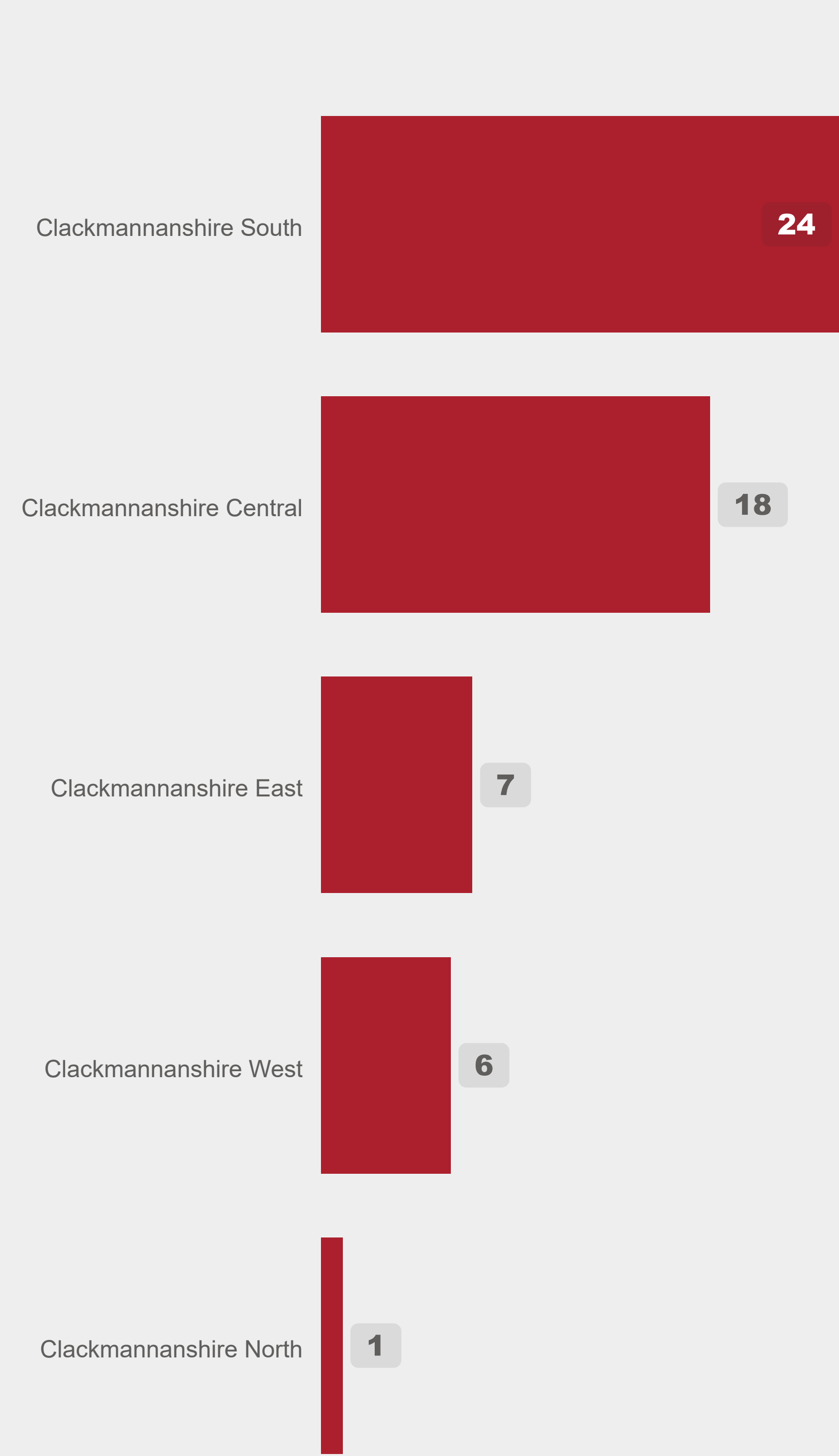
8. Unwanted Fire Alarm Signals

2025-26 Q1 & Q2

Trend by Quarter (4 years)



Incidents by Ward



Top 15 Property Types

Property Type	Incidents
Residential Home	21
Sheltered Housing - not self contained	12
Boarding House/B&B for homeless/asylum seekers	9
Hostel (e.g. for homeless people)	5
Other Residential Home	3
Hospitals and medical care	2
Education	1
Offices and call centres	1
Retail	1
Vehicle Repair	1

56

Unwanted Fire Alarm Signals in this period

Following the introduction of our Unwanted Fire Alarm System (UFAS) Reduction Strategy, we continue to see a significant reduction in UFAS incidents over a 4 year period.

Clackmannanshire South reported the highest UFAS incidents and our Fire Safety Enforcement teams work closely with these premises to achieve fire safety compliance and reduce unwanted calls.

We remain committed to supporting Premises Duty Holders achieve high levels of fire safety and the UFAS Champion will continue to engage robustly with Clackmannanshire Council Education and NHS stakeholders in order to address spikes and drive these types of unwanted incidents down.

Trend by Quarter (4 years)



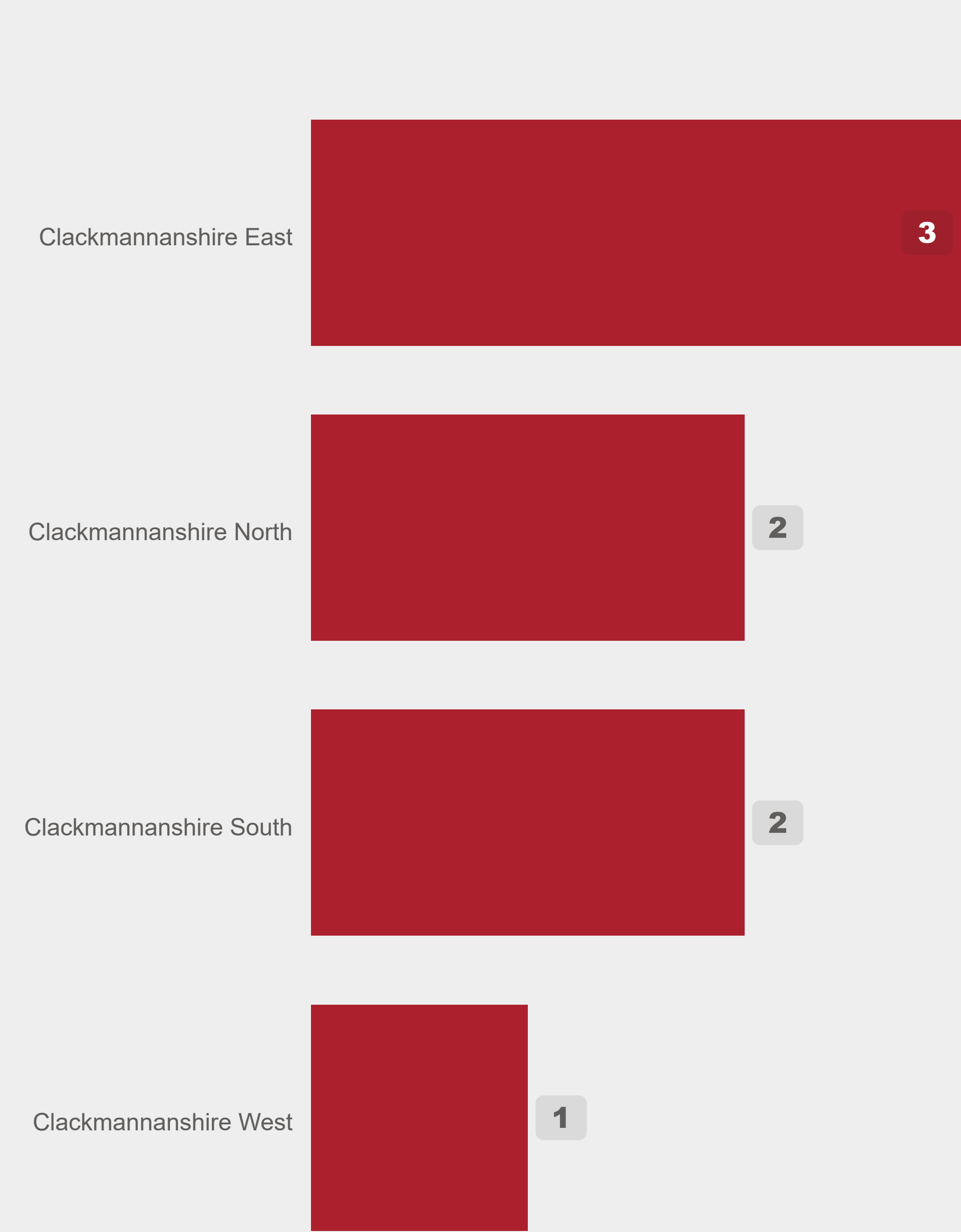
8

Road Traffic Collisions in this period

Property Type	Incidents
Car	6
Motorcycle	1
Other	1

Incident Type	Incidents
Vehicle (Non-fire)	8

Incidents by Ward



3

Non-Fatal Casualties

0

Fatal Casualties

1

People Rescued by Firefighters

Extent of Harm (Non-Fatal)



0

First Aid Given at Scene



2

Hospital Slight Injuries



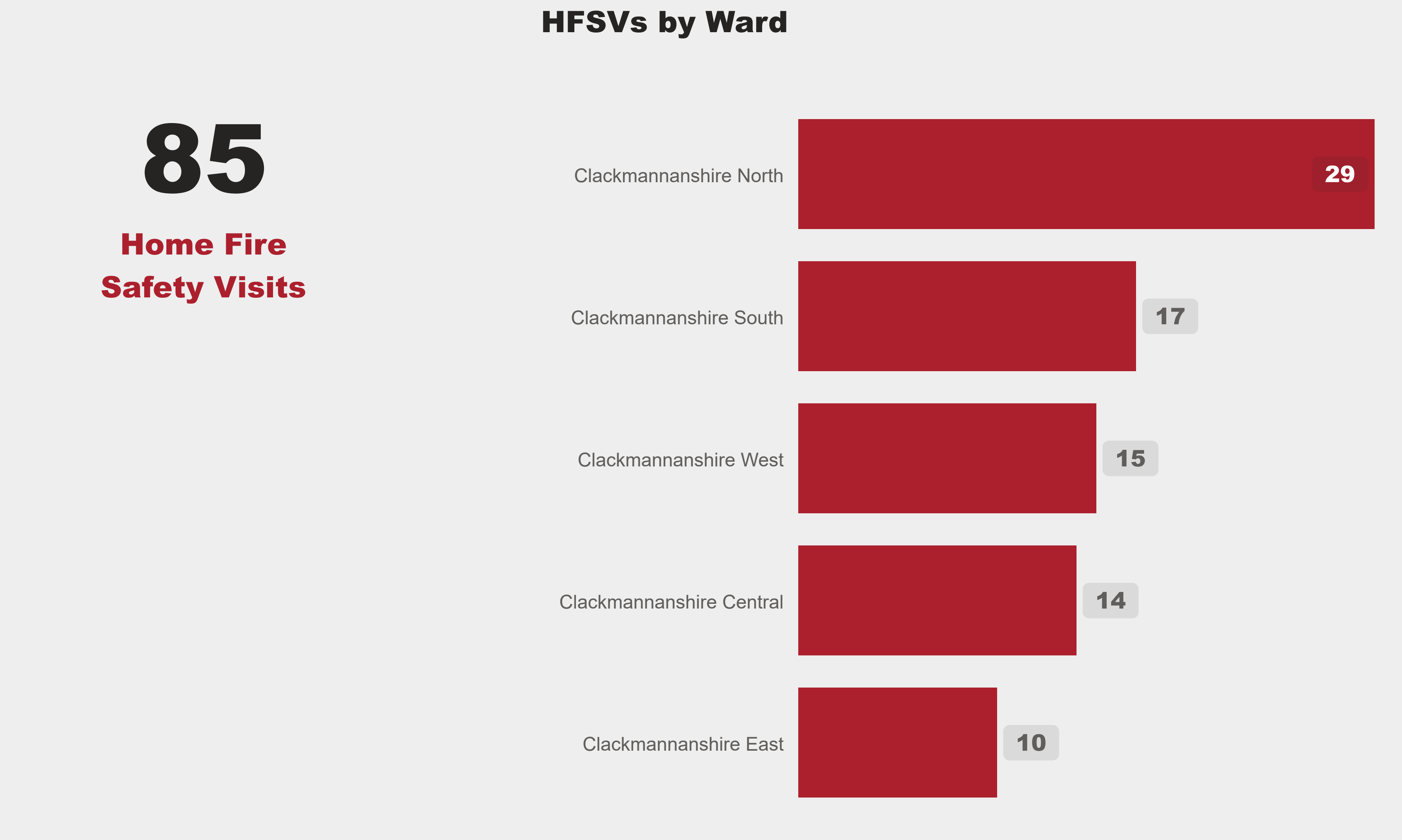
1

Hospital Serious Injuries

Road Traffic Collision incidents remain relatively low within the Clackmannanshire Local Authority Area. Crews responded to 8 RTC's during the 6 month period, with 3 people transported to hospital by the Scottish Ambulance Service.

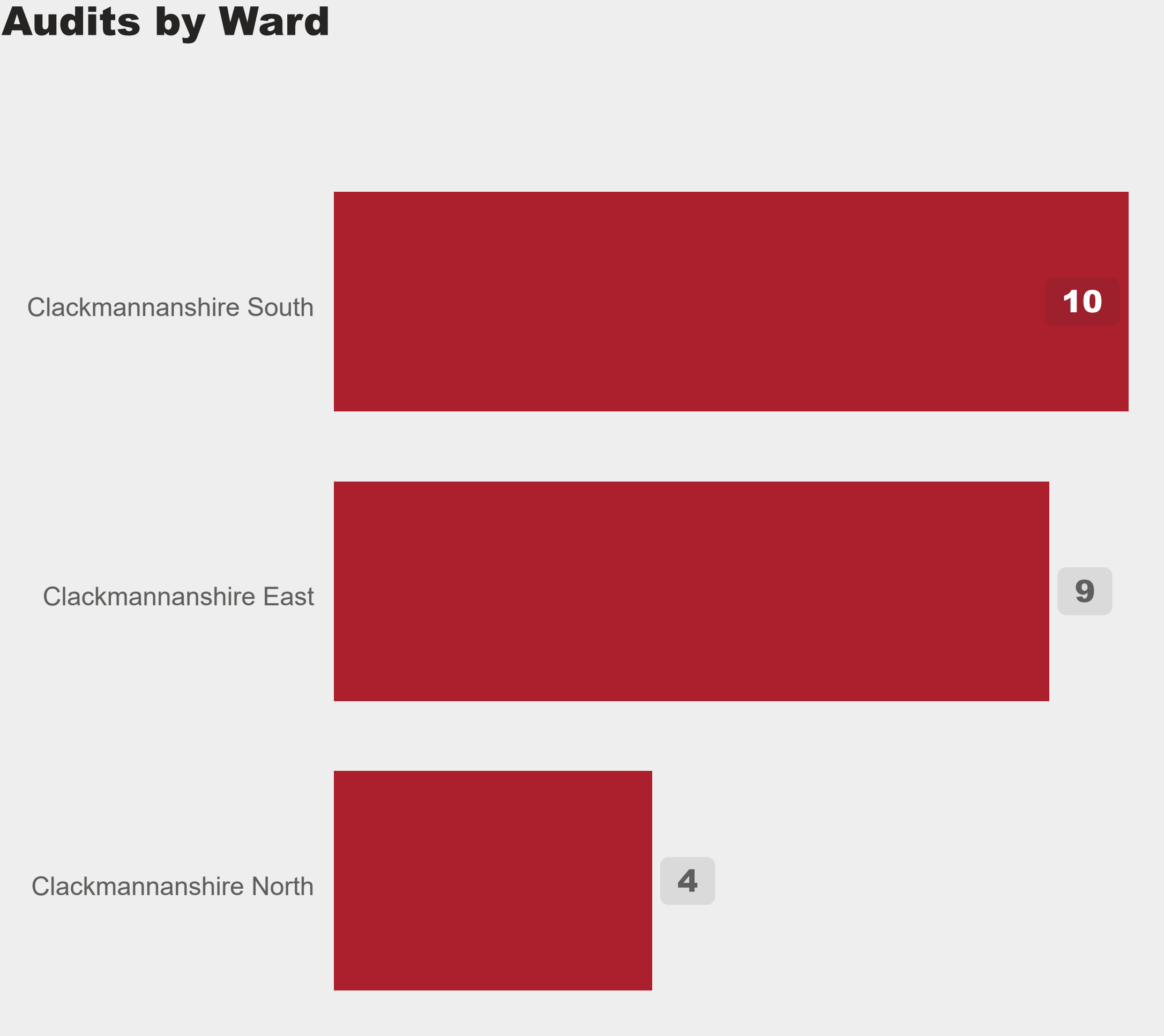
SFRS continue to engage with Police Scotland and partners to champion and deliver Road Safety awareness and education programmes within the area.

Further to this, our local stations carry out regular familiarisation training on RTC cutting techniques and casualty care to ensure the best outcomes for those involved in RTC's.



11. Fire Safety Enforcement

Job Type	Count
Audit	23
Consultation	10
Short Post Fire Audit	1



To support Community Safety and ensure people stay safe in their own homes, the SFRS continues to carry out their Home Fire Safety Visit Programme, specifically targeting those deemed as High Risk.

Our Legislative Fire Safety Enforcement Officers carried out 23 Audits within relevant premises within the Clackmannanshire Local Authority Area as well as consulting on 10 new applications.

Our Crews and Community Action Teams (CAT) have carried out the following work over the last 2 quarters within the Clackmannanshire Local Authority Area:

85 High Risk Home Fire Safety Visits completed.

13 Adult Protection Forms submitted for the Clack’s Area and managed by the CAT Team.

1 Child Protection and Wellbeing form submitted for the Clack’s Area and managed by the CAT Team.

1 Police Concern Hub Referral.

Participated in 6 Case Conferences involving 3 individuals in Clacks Area.

1 Fire Safety support and education visit carried out with one youth to prevent anti-social behaviour and willful fire raising.

7 Water Safety patrols carried out at water areas of concern.

SFRS & Water Safety Scotland Schools Presentations provided digitally to all Senior Schools and Campus Police.

3 Anti-Social Behaviour Patrols conducted at areas of concern in Clackmannanshire.

Stall at Clacks Community Carnival - Children’s and Family event at Alloa Town Hall. Various stall partners. We engaged with 100+ families on Home Fire Safety, Road Safety and Anti-Social behaviour. Local crew attended to support.

Stall at OYCI Festival of Fun, youth Group bringing accessible activities to youths in disadvantaged areas. Various partners in attendance (Police, Third Sector Charities) Stall promoting safety to young people in Clackmannanshire.

Stall at Celebration for Carers Event at Alloa Town Hall, part of Carers Week, hosted by C&S Health and Social Care Partnership. Engaging with and supporting Carers with Safety advice.

Stall at Alloa College Fair , supporting our Young People with advice and education on topics such as cooking, smoking, home fire safety and road safety.

Fire Skills is a course for young people at Alloa Community Fire Station with 9 youths taking part across 5 days. The syllabus includes: Home Safety/ Road Safety/ Water Safety/ CPR/Defib Training these courses are run in partnership with Police Scotland, Community Justice, Scottish Ambulance Service and Education Services.

SFRS are a proud Cooperate Parenting partner we continue to work alongside care experienced children and Young People.

13. Glossary of Terms

Term - What it means

ADF

Accidental Dwelling Fire.

HFSV

Home Fire Safety Visit.

PDIR

Post Domestic Incident Response, a term used to indicate actions taken following attendance at a fire or other incident in the home. PDIRs include amongst things the offer of a free follow up home fire safety visit.

RTC

Road Traffic Collision.

Special Service

Calls to incidents which are not fires or false alarms such as RTCs, rescues, flooding, incidents involving hazardous materials or the provision of assistance to other agencies.

UFAS

Unwanted Fire Alarm Signals. When an automatic fire detection and alarm system is activated as a result of anything other than an actual fire the activation is classed as a false alarm. If an attendance is made to such an event by the Scottish Fire and Rescue Service, then the event is recorded as an UFAS incident.

UFAS Policy Change

In response to COVID, on the 6th May 2020, the SFRS decided to send 1 pump to UFAS premises that did not have their own Predetermined attendance (PDA).

As of 1st July 2023, the COVID interim 1 pump response was ended and a new UFAS policy was implemented.

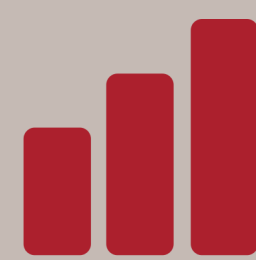
The new policy is to call challenge all UFAS incidents with the intention of non-attendance. Hospitals, care homes, and sleeping risk premises are all exempt and receive either 2 pumps or their premise specific PDA.



SCOTTISH

FIRE AND RESCUE SERVICE

Working together for a safer Scotland



BUSINESS
INTELLIGENCE

Design, figures and charts by the Business Intelligence team.

Report to Audit and Scrutiny Committee

Date of Meeting: 30 October 2025

Subject: Annual Report of the Chief Social Work Officer 2024-25

Report by: Chief Social Work Officer

1.0 Purpose

- 1.1. To present the Chief Social Work Officer (CSWO) Annual Report reflecting the reporting period 1 April 2024 to 31 March 2025 (attached as Appendix 1).

2.0 Recommendations

- 2.1. Members are asked to scrutinise and note the content of the Chief Social Work Officer Annual Report 2024-25 which will subsequently be submitted to the Office of the Chief Social Work Advisor to the Scottish Government.

3.0 Considerations

- 3.1. This report is presented to fulfil the statutory requirement to publish an annual account of the Chief Social Work Officer's (CSWO) role and responsibilities. It provides elected members with an overview of professional leadership, governance, and oversight of social work practice, values, and standards, as set out in national guidance.
- 3.2. The CSWO role is a statutory appointment under the Social Work (Scotland) Act 1968, as amended by the Local Government (Scotland) Act 1994. The report outlines areas of decision-making and practice where legislation confers specific functions directly on the CSWO.
- 3.3. The report follows the structure and guidance issued by the Office of the Chief Social Work Adviser in Scottish Government. It focuses on:
- Local governance and accountability arrangements
 - Service delivery and performance
 - Resources
 - Workforce

3.4. Overview of Activity and Performance

The report provides a summary of social work and social care service activity during the reporting period of 2024/25. It includes performance information across key areas of statutory social work and public protection.

The report also highlights significant developments, achievements, and challenges faced by services throughout the year, particularly in the context of increasing demand and ongoing budgetary pressures across both the Council and the Health and Social Care Partnership.

3.5. Key Achievements in Social Work and Social Care

The following achievements demonstrate innovation, leadership, and impact across social work and social care services in Clackmannanshire:

- **National Innovation Recognition:** The Early Help Team was awarded the prestigious COSLA Excellence Award – SOLACE Team of the Year 2024, recognising its pioneering cross-sector collaboration.
- **Transforming Child-Centred Practice:** The development of Bairns' Hoose is setting new standards in trauma-informed, rights-based support for children.
- **Excellence in Joint Investigations:** The Scottish Child Interview Model is fully embedded, with 100% of Joint Investigative Interviews delivered in partnership—ensuring consistent, high-quality, child-focused outcomes.
- **Support for Care-Experienced Young People:** A new Care Experience Hub, launched in partnership with Barnardo's, provides weekly opportunities for connection and support.
- **Leadership in Justice Services:** The Justice Hub model delivers early, preventative support through a skilled multi-disciplinary team—leading the way in proactive justice interventions.
- **Community Impact through Unpaid Work:** Unpaid work projects are making a visible difference in local communities, earning national recognition and being showcased during a Scottish Government visit.
- **Innovative Adult Social Work Model:** A newly established Multi-Disciplinary Team is transforming adult social work through integrated decision-making, timely interventions, and strengthened multi-agency collaboration.
- **Pioneering Hoarding Initiative:** This pilot is driving high engagement through tailored, person-centred support that empowers meaningful, self-paced change.

3.6 Workforce Recognition

The achievements outlined in this report reflect the commitment and professionalism of the social work and social care workforce. It also

acknowledges the vital role of unpaid carers who continue to support children, young people, and adults across Clackmannanshire in often very challenging circumstances.

3.7 Looking Ahead

Clackmannanshire's social work and social care services continue to navigate a complex and evolving landscape shaped by increasing demand, legislative developments, financial and workforce pressures. Despite these challenges, the service remains committed to delivering high-quality, responsive support—guided by the voices of local people and communities. Looking ahead, the focus will be on sustaining transformation, strengthening partnerships, and ensuring services are compassionate, purposeful, and aligned with the changing needs of those we serve.

4.0 Sustainability Implications

4.1. None

5.0 Resource Implications

5.1. *Financial Details*

5.2. There are no financial implications from this report.

5.3. *Staffing*

6.0 Exempt Reports

6.1. Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☒

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) Our Priorities

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all ☐

Our families; children and young people will have the best possible start in life ☒

Women and girls will be confident and aspirational, and achieve their full potential ☒

Our communities will be resilient and empowered so that they can thrive and flourish ☒

(2) **Council Policies**

Complies with relevant Council Policies



8.0 Impact Assessments

- 8.1 Have you attached the combined equalities impact assessment to ensure compliance with the public sector equality duty and fairer Scotland duty? (All EFSIAs also require to be published on the Council's website)

Yes ☐

No ☒

- 8.2 If an impact assessment has not been undertaken you should explain why:

This annual report is provided for information purposes only. It does not introduce a new policy, function, or strategy, nor does it propose any significant changes to existing ones. As such, an Equalities Impact Assessment is not required.

9.0 Legality

- 9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes ☐

10.0 Appendices

- 10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Chief Social Work Officer (CSWO) Annual Report 2024-2025

11.0 Background Papers

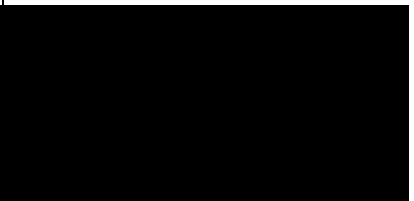
- 11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes ☐ (please list the documents below) No ☒

Author(s)

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Approved by

NAME	DESIGNATION	SIGNATURE
Lorraine Sanda	Strategic Director, People	



Clackmannanshire
Council



Clackmannanshire & Stirling
Health & Social Care
Partnership



Cover designed by Blake, Aged 14

Clackmannanshire
Chief Social Work Officer
Annual Report 2024/2025

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Welcome to the 2024/25 Chief Social Work Officer (CSWO) annual report covering the period **1 April 2024 to 31 March 2025**, and fifth annual report in my CSWO role. This report reflects on the achievements and the challenges in the delivery of social work and social care services in Clackmannanshire and priorities for the year ahead.

The delivery of high-quality social work and social care services continues to be shaped by significant and unprecedented challenges. This year has been no exception. Services have faced increasing complexity of need, rising demand, an ageing population, escalating poverty, and the ongoing cost of living crisis. These pressures are further compounded by persistent recruitment and retention challenges, which continue to impact the wellbeing of our valued workforce.

Financial constraints remain a critical concern, exacerbated by the rising costs associated with social care provision. Despite these challenges, our commitment to delivering effective and efficient care and support to those who rely on our services has remained steadfast.

In this demanding operating environment, our social work and social care teams, working in close collaboration with local community planning partners and provider organisations, have demonstrated exceptional resilience and dedication. Together, we have continued to support and protect our most vulnerable citizens, address inequalities, and foster local capacity for transformational, whole-system change. This progress has been driven by innovative, preventative approaches, delivered at the earliest point of need. These efforts reflect our ongoing commitment to improving outcomes for individuals, families, and communities across Clackmannanshire.

Key Achievements in Social Work and Social Care

- National Innovation Recognition: The Early Help Team received the prestigious COSLA Excellence Award – SOLACE Team of the Year 2024, highlighting its groundbreaking cross-sector collaboration.
- Transforming Child-Centred Practice: Bairns' Hoose is setting new standards in trauma-informed, rights-based support for children.
- Excellence in Joint Investigations: The Scottish Child Interview Model is fully embedded, with 100% of Joint Investigative Interviews delivered in partnership—ensuring consistent, high-quality, child-focused outcomes.
- Support for Care-Experienced Young People: A new Care Experience Hub, launched with Barnardo's, provides weekly connection and support.
- Leadership in Justice Services: The Justice Hub model delivers early, preventative support through a skilled multi-disciplinary team—leading the way in proactive justice interventions.
- Community Impact Through Unpaid Work: Unpaid work projects are making a visible difference in local communities, earning national recognition and being showcased during a Scottish Government visit.
- Innovative Adult Social Work Model: A newly established Multi-Disciplinary Team is transforming adult social work through integrated decision-making, timely interventions, and strengthened multi-agency collaboration.
- Pioneering hoarding and self-neglect pilot: This initiative is achieving high engagement—delivering tailored, person-centred support that empowers individuals to make meaningful changes at their own pace.

Key Acknowledgements

With deep respect and admiration, I extend my heartfelt thanks to the entire social work and social care workforce for your extraordinary dedication, compassion, and relentless commitment to protecting and empowering children, adults, and families. Your tireless efforts uphold the rights, safety, and wellbeing of those who rely on our services—often at the most vulnerable moments in their lives. You are the backbone of high-quality care and support, ensuring that help is not only available, but delivered with humanity,

integrity, and professionalism. Your work makes a profound difference, every single day. Thank you for everything you do.

I want to offer a special tribute to our unpaid carers, whose selfless dedication and daily support for loved ones embody the very essence of compassion and resilience. Their quiet strength and unwavering commitment form a vital foundation of our community's wellbeing. Your contribution often goes unseen, but it is deeply felt—and profoundly valued. Thank you for the care you give, the sacrifices you make, and the difference you bring to so many lives.

I would also like to express my sincere thanks to Blake, aged 14, for his imaginative and artistic contribution in designing the front cover of this report.

2. Introduction

2.1 Purpose and Background

This Annual Report has been prepared to fulfil the statutory requirement for the Chief Social Work Officer (CSWO) to report on the delivery and performance of social work services within the local authority area. It provides a comprehensive overview of the CSWO's role in providing professional leadership, oversight of practice, and assurance of governance, values, and standards, as outlined in national guidance.

The report also addresses areas of statutory responsibility where legislation confers specific functions directly on the CSWO. These responsibilities primarily relate to public protection and decisions involving the restriction of individual liberty, where the CSWO plays a critical role in ensuring ethical, legal, and person-centred practice.

2.2 National and Local Reporting Requirements

In accordance with national expectations, each local authority is required to submit an annual CSWO report to the Chief Social Work Advisor to the Scottish Government. This contributes to the development of a national overview of the social work profession, practice, and service delivery across Scotland.

Locally, the report also satisfies the statutory requirement to produce and publish an annual report for both the Council and the Integrated Joint Board (IJB). It supports transparency and accountability by providing elected members, partners, and the public with insight into the performance, challenges, and achievements of social work and social care services.

2.3 Scope of the Report

This report covers the period **1 April 2024 to 31 March 2025** and provides:

- An overview of the delivery of social work and social care services across children's, justice and adult services
- A summary of governance and accountability arrangements
- Performance and quality assurance information
- Reflections on workforce capacity, service pressures, and innovation
- Key developments and priorities for continuous improvement

3. Clackmannanshire Profile

Our Local Area

- Clackmannanshire is a semi-rural area, covering **158** square kilometres (**61.4** square miles): the second smallest Scottish local authority, by area, with the smallest road network (**300** kilometres).
- **51.2%** of local residents rate their neighbourhood as 'a very good place to live', which has improved substantially (from 41.5% six years ago) but is below the Scottish average of 54.8%.
- Unemployment is higher than average, at **5.4%** (Scotland = 3.1%), including for young people (aged 16-24); **5.1%** (Scotland = 3.4%). The Clackmannanshire Works programme, however, supports higher than average proportions into work; **22.1%** against a Scottish rate of 12.1% (of all unemployed people).
- **94.9%** of school leavers go on to positive destinations (training, employment, etc.), below the Scottish rate of 95.9%, as is the participation rate of 16-19 year-olds: **90.3%**, with a Scottish rate of 92.7%.
- While income and crime deprivation in young people (under 25) are higher than average, access deprivation has been 6th lowest in Scotland for 7 years due to available amenities in local communities.

Our People

- We have the smallest population of any mainland authority: **52,110** (1% of the Scottish population), likely to **fall by 2.9%** in the next 20 years, with the Scottish population is expected to **increase** by 2.5%.
- We have a slightly higher than average proportion of older people locally; **21.4%** aged 65 and over, in comparison to 20.5% across Scotland.
- The proportion of children and young people is lower than average – **25.9%** aged under 25, while this is 26.9% for Scotland, but we have a slightly higher than average proportion aged under 16.
- With more older and younger people, our working age population (aged 16-64) is lower than average – **62.1%**, with a Scottish figure of 63.3%.
- **23.2%** of the population were prescribed medication for anxiety, depression and psychosis compared to 20.9% in Scotland, and we have a slightly higher than average rate of psychiatric patient hospitalisations, at **241** (per 100,000 population), with a Scottish figure of 216.
- **17.3%** of adults in Clackmannanshire are current smokers, compared to 14.9% in Scotland.
- **26.1%** of the local population (13,426 people) live in the 20% most deprived areas of Scotland.
- High levels of deprivation mean rent arrears of **11.1%** are higher than the Scottish rate of 9.5%.
- **98.5%** of crisis grant application decisions are within 1 day (Scotland: 93.9%), and **99.5%** of community care grant decisions within 15 days (Scotland: 83.6%), the 3rd highest rate in Scotland.

Our Children & Young People

- **29.2%** of children in Clackmannanshire live in poverty (after housing costs); the 3rd highest rate in Scotland, where the overall result is 21.8%. Despite this, **82.5%** of children are meeting their developmental milestones compared to 82.1% across Scotland.
- **222** children and young people were being cared for by the Council (31 July 2025) which is a 5% increase from 31st July 2024 which was 210.
- **28.2%** of school pupils are registered for Free School Meals.
- **37.5%** of school pupils have additional educational support needs.
- School attendance rates are higher than average – **91.1%** for all children & young people and **86.1%** for those who are care-experienced, with Scottish rates of 90.3% and 84.4%, respectively.

- The academic attainment gap between the most and least deprived areas has reduced. In primary schools, we are close to the Scottish average for numeracy, and have the 5th lowest gap for literacy. In secondary schools, however, attainment remains below average, including in deprived areas.

Our Older People

- The ageing population is a significant local issue, with a **38%** increase in people aged 65+ since 2010. We still support the same number of residential care clients (**230**), while homecare hours provided for older people has increased by **109%**, in line with the aim of supporting more people in the community.
- **70.5%** of older people (65+) with long-term needs receive homecare (Scotland = 62.6%) where we have been ranked within the best 4 authorities in all 14 years for which data is available.
- The national rate of delayed discharge for older people (75+) has **increased by 12.1%** over the last two years (to **841** unnecessary days spent in hospital per 1,000 older people) while, over the same period, the local rate **reduced by 7.8%** (to **679** days).
- We also perform consistently well in Adult Care inspections, within the top 6 authorities for a decade, currently 4th best in Scotland, with **87.7%** of services graded Good or better in 23/24 (77% nationally).

Our Health & Wellbeing

- Life expectancy is **80.3** years for females and **76.3** for males (similar to Scotland: 80.8 and 76.8). Healthy life expectancy, however, is among the lowest in the country, with both men and women expected to live **55.1** years in 'good' health (around 5 years less than the Scottish average).
- Alcohol-related mortality of **23.4** is above the Scottish rate of 21.8, as are drug-related deaths of **24.7**, where the Scottish rate is 22.6. The smoking-attributable mortality rate of **288.8** is also higher than the national average of 270.0 (all rates per 100,000 population).
- Suicide rates (per 100,000 population) are higher than average (**19.2** versus 17.4 across Scotland). Substantial local efforts, however, have significantly reduced rates in young people (aged 11 to 25), from 21.2 five years ago (the 2nd highest in the country) to only **2.4** (the 2nd lowest), while the Scottish rate has increased slightly to 10.2.
- The area has higher than average rates of domestic abuse – with a Scottish rate of 116 per 10,000 population, the Clackmannanshire figure of **141** is the 4th highest of the 32 local authorities.
- Local crime rates are higher than average, however, there has been a substantial reduction in young people hospitalised due to assault (aged 15-25, per 100,000 population), down 75% over the last 16 years, though the Scottish rate reduced by 82% over this period.
- Our rate of hospital re-admissions within 28 days (for people of all ages) is the 3rd highest in Scotland at **140** per 1,000 discharges, while the national rate is 103.
- While only **14.3%** of adults use active travel to work (nationally 14.7%), exemplary numbers of children and young people use active travel to school – **62.5%** (Scotland: 47.2%), where we have been in the top 8 authorities for over a decade, with the 2nd highest rate in the country for the last 5 years.

Further information on Council and partnership performance, and other facts and figures, can be found at: <https://www.clacks.gov.uk/council/performance/> and <https://www.clacks.gov.uk/council/factsandfigures/>

4.1 Statutory Role of the Chief Social Work Officer

Under Section 3 of the Social Work (Scotland) Act 1968, local authorities are required to appoint a professionally qualified Chief Social Work Officer (CSWO). The CSWO holds a unique statutory role, providing strategic and professional leadership in the delivery of social work services across the local authority area. The CSWO is responsible for ensuring professional oversight of social work practice and service delivery. This includes:

- Upholding professional governance and standards
- Driving continuous service improvement
- Providing leadership and accountability for the delivery of social work and social care services, whether directly provided by the local authority or commissioned through third or independent sector partners.

4.2 Framework for Delivery

Social work services operate within a complex framework of statutory duties and powers. These services are required to meet national standards, deliver best value, and ensure that the rights, safety, and wellbeing of individuals and communities are protected and promoted.

The CSWO plays a critical role in ensuring that services are delivered ethically, legally, and in line with professional values, particularly in areas involving public protection and decisions that may restrict an individual's liberty.

The professional governance of all social work services in Clackmannanshire is undertaken by the CSWO, who is also the Senior Manager, People with lead responsibility for the strategic and operational management of Children's and Justice Services.

In Clackmannanshire, Social Work Services and the CSWO role, operates in the context of the following governance structures:

- Clackmannanshire Council
- Clackmannanshire & Stirling Integrated Joint Board (IJB)
- Clackmannanshire Community Planning Partnership Board (The Alliance)

Clackmannanshire Council and the Community Planning Partnership strategic planning framework are set out in our [Corporate Plan Be the Future](#) and [Clackmannanshire's Wellbeing Local Outcomes Improvement Plan 2024-2034](#).

4.3 Governance and Oversight

Within Clackmannanshire, Children's and Justice Services are managed and governed by Clackmannanshire Council and is situated within the People's Directorate (which includes Education Services). The People Directorate Business Plan 2024–25 sets out the key actions delivered by the Directorate that contribute to the strategic objectives outlined in the [People Community Wellbeing Plan 2024–25](#).

To ensure robust governance and accountability, the People Directorate maintains and regularly reviews:

- A Delivery Plan aligned to strategic priorities
- A Service Risk Register to monitor and mitigate operational risks
- Exception reporting through the Senior Leadership Group/Extended Senior Leadership Group
- Annual reporting to the relevant Council Committee.

Adult social work and social care services, including community health are delegated to the Integrated Joint Board (IJB) which spans Clackmannanshire Council, Stirling Council and NHS Forth Valley. Clackmannanshire

Adult social work and social care services are delivered and managed by the Health and Social Care Partnership (HSCP). It is a unique partnership in Scotland as it is the only Health and Social Care Partnership that brings together two Councils and a Health Board. The Board, through the Chief Officer, has responsibility for the planning, resourcing and operational oversight of integrated services through the **Strategic Commissioning Plan 2023-2033** which sets out how services will be delivered across Clackmannanshire and Stirling over the period of the Plan.

The Chief Officer who is the Director of Adult Services reports to the Chief Executives of Clackmannanshire and Stirling Councils and NHS Forth Valley and is responsible for the operational management and performance of integrated services through the Clackmannanshire and Stirling Health and Social Care Partnership (HSCP). The Chief Officer is a substantive member of the senior management teams of Clackmannanshire Council, Stirling Council and NHS Forth Valley. The Chief Officer has in place a senior team of direct reports that ensures adequate and effective oversight and assurance to the Integration Joint Board in relation to all HSCP performance, professional and clinical and care governance. During 2024-2025 the Interim Chief Officer changed and a further Interim Chief Officer is currently in place.

4.3 Leadership and Professional Accountability

As a member of the Council's Extended Senior Leadership Team, the Chief Social Work Officer (CSWO) plays a pivotal role in shaping and assuring the quality of social work services across Clackmannanshire. The CSWO works in close partnership with Elected Members, the Chief Executive, the Chief Officer of the Health and Social Care Partnership, senior officers, managers, and practitioners to provide:

- Professional advice on social work matters
- Governance and oversight of practice standards
- Leadership and accountability for service delivery
- Assurance of quality in social work and social care provision.

The CSWO holds professional responsibility for ensuring that social work services fulfil their statutory duties and operate in accordance with the Code of Practice for Social Service Workers and Employers, as set out by the Scottish Social Services Council (SSSC). This includes upholding values of integrity, respect, and person-centred practice, and ensuring that both staff and the Council meet the standards expected of the profession.

4.4 Public Protection and Strategic Partnerships

The Chief Social Work Officer (CSWO) plays a central role in public protection and multi-agency strategic planning across Clackmannanshire. As a member of the Public Protection Chief Officer Group (PPCOG), the CSWO provides professional advice on public protection matters. The PPCOG meets quarterly and holds strategic responsibility for the leadership and oversight of services aimed at improving outcomes in the following areas:

- Child Protection
- Adult Support and Protection
- Violence Against Women and Girls
- Offender Management – Multi Agency Public Protection Arrangements (MAPPA).

In addition to PPCOG, the CSWO is an active member of several key strategic partnerships, including:

- Community Justice Partnership
- Alcohol and Drugs Partnership
- Tackling Poverty Partnership
- MAPPA Strategic Oversight Group

The CSWO also chairs the integrated Children and Young People Strategic Partnership Group (CYPSPG), which is the principal forum for children's services planning in Clackmannanshire. This partnership is

instrumental in delivering on the collective ambition to improve outcomes for children, young people, and families across the local area.

4.5 Reporting and Governance Structures

As a statutory officer of the Council, the Chief Social Work Officer (CSWO) reports directly to the Chief Executive and meets regularly to discuss professional social work matters. This direct reporting line ensures that the CSWO can provide timely and informed advice on key issues affecting social work policy, service priorities, pressures, and challenges.

The CSWO ensures that Elected Members are kept informed through a range of governance and oversight forums, including:

- The Alliance (Clackmannanshire's Community Planning Partnership)
- Council and Audit & Scrutiny Committee
- Elected Member Boards: Children & Young People Board and the Adult Social Care Board
- Council Extended Senior Leadership Group
- Clackmannanshire and Stirling Integration Joint Board (IJB)

The CSWO is a non-voting member of the IJB and an active member of the Clinical and Professional Care Governance Group, which is responsible for supporting and scrutinising the delivery of integrated adult care services managed by the Clackmannanshire and Stirling Health and Social Care Partnership.

Additionally, the CSWO is a member of the Forth Valley Collaborative Care Home Oversight Group, comprising strategic leaders from across the Clackmannanshire & Stirling, and Falkirk HSCPs and NHS Forth Valley. This group meets monthly to support local care homes and provide assurance on the quality and standards of care delivered to older adults.

5. Service Quality and Performance

5.1 Children and Families

Children's social work services receive a range of referrals from partner agencies including Police, Education, Health, third sector and direct from members of the public. During the reporting period 2024/25 children's services received **1615** referrals (requests for assistance). This is a **13% increase** from 23/24 where there were **1401** requests for assistance.

5.1.1 Early Intervention

The establishment of our Children's Services Early Help team—our front door for early support—has transformed how we respond to initial contacts with children's social work. Through proactive screening, we ensure that only the most appropriate referrals progress to locality practice teams, allowing us to focus statutory and targeted interventions where they are most needed, and provide timely, effective support to children and families.

The Early Help Team supports the Council's commitment to Keep the Promise, transforming how families are supported through early, practical, and impactful help. Working in partnership with NHS, Education, and Third Sector colleagues, the team provides an accessible and responsive social work service at the point of need, building on family strengths to prevent escalation of risk. Key approaches include Family Group Decision Making and Kinship Support, which are central to keeping children within their supported family networks.

The Family Support Collaborative, established in 2024, which is a consortium of families, statutory, and third sector partners co-designs and delivers support where and when it's needed. It plays a key role in Whole Family Wellbeing Funding decisions and is expanding its role in wider funding allocations.

In recognition of their innovative work, the Early Help team received the COSLA Excellence Award – SOLACE Team of the Year 2024.

Early Help Service Achievements:

Whole Family Support Screening Group

Multidisciplinary Collaboration

The group includes local authority and third sector representatives working together to meet families' individual needs.

Referral Allocation Efficiency

112 referrals were allocated within 12 weeks, cover 85% of cases during the review period.

Outcome Achievement

79 outcomes were achieved or partially achieved within 12 weeks representing 73% of total cases.

Tailored Family Support

The approach ensures timely, effective and personalised support tailored to each family's unique circumstances.

Family Support Collaborative and Hubs

Collaborative Support Network

The Family Support Collaborative unites families and partners to co-design impactful support services.

Funding Allocation Role

This collaborative manages Whole Family Wellbeing funding and is broadening influence on funding decisions.

Family Support Hubs

Family Support Hubs provide accessible drop-in sessions, creating a single contact point for family information and help.

Early Years and Mental Health Support

Early Years Group Support

Under 3s groups held twice weekly with health visitors, provided support to 654 families fostering early child development.

Baby Massage Sessions

Baby massage sessions engaged 27 mothers and babies in multiple blocks, enhancing bonding and sensory development.

Adult Mental Health Programme

THRIVE to keep well a 16 week mental health programme, improved confidence and motivation for adults with mild to moderate challenges.

Early Referral Outcomes

933 referrals managed with 90% avoiding statutory intervention, showcasing effective early support.

Impact of Family Group Decision Making

31 family plans led to children staying within family networks and reduced foster care placements.

Positive Child Placement Outcomes

20 children avoided external accommodation, 7 returned home and 2 mother baby placements secured.

Parenting and Youth Support Initiatives

Mellow Parenting Programmes

Mellow Parenting Programmes achieved a 90% attendance rate and improved parental wellbeing and relationships.

Youth Diversion Initiative

The awareness programme helped reduce reoffending by 56% and lowered social work intervention by 31%.

Collaborative Support Efforts

Collaboration between Early Help team and Family Support Collaborative strengthens proactive youth and family support.

Impact of Third Sector Partners

Support Achievements

Action for Children supported 114 families and Aberlour Sustain exceeded targets with 56 children helped in 33 families.

Positive Family Feedback

Home-Start reported 85% of families felt less isolated and 81% felt better equipped to manage challenges.

Third Sector Importance

Third sector partners play a vital role in delivering responsive and impactful support to families in need.

Flexible Service Hours

Services expanded to include evening and weekend hours to better accommodate family schedules and needs.

Reduced Waiting Times

Functional Family Therapy reduced wait times drastically, improving timely access to support services.

Increased Support Reach

Futures programme saw a 35% increase in supported young people through enhanced service delivery.

Innovative Mentoring Initiatives

Two's Company introduced befriending and mentoring, highlighting innovative, responsive service models.

Planned Service Developments 2025/26:

Strengthen Whole Family Support: In partnership with the Family Support Collaborative design and implement whole family support approaches that are tailored to the unique needs of each community. This work will directly aim to reduce the number of children entering care and tackle the root causes of poverty.

5.1.2 Safeguarding Through Rapid Intervention (STRIVE)

At the core of our early help strategy is the STRIVE (Safeguarding Through Rapid Intervention) team—a dynamic, multi-agency partnership delivering swift, coordinated support to children, families, and adults at the earliest opportunity. By prioritising prevention and early intervention, STRIVE plays a vital role in reducing risk and building resilience across our communities.

The team continues to expand referral pathways and deepen collaboration with both statutory and third sector partners. Key roles include a Women's Support Worker, jointly funded with Police Scotland, and a Perpetrator Support Worker, supported through partnership with Housing Services. Justice Services also contribute through Caledonian Group Workers who provide specialist assessments, targeted interventions, and ongoing support. STRIVE has been further strengthened by a Community Connector based within Clackmannanshire Third Sector Interface (CTSI), who supports families in rebuilding resilience and accessing longer-term resources.

During 2024/25, STRIVE provided critical support to **117** individuals/families, enabling them to overcome crisis, strengthen their resilience through universal services, and reduce reliance on statutory interventions—empowering long-term stability and wellbeing.

Planned STRIVE Developments 2025/26:

- Appointment of the STRIVE Lead post to streamline and align STRIVE activity
- Promote service more widely to boost appropriate referrals
- Develop effective evaluation process

5.1.3 Children with Disabilities

The team comprises two social workers, a resource worker, and a part-time Occupational Therapist (OT). Despite sustained recruitment efforts, the OT post remained vacant for 18 months, limiting OT input to just one day per week. This shortfall created a backlog of assessments and reduced overall service capacity. However, the recent successful recruitment to the part-time OT role is expected to significantly improve the current situation.

In 2024/25, the team received **102** referrals, reflecting a significant rise in children with additional support needs identified in nursery and school settings. This is **an increase of 131%** compared to the previous year figure of 42 referrals. More children are being referred for disability support not because disability is rising, but because we are now better at identifying and recognising conditions.

Over the past year 49 assessments were completed, with 37 care packages delivered. Five new providers have been added to expand options available to families. Unfortunately the service has currently been unable to source/access suitable support for some children with complex autism and are awaiting an appropriate support package. We are actively reviewing partnership support for children with additional support needs to strengthen service delivery. A pilot programme is underway, providing support during the school day in collaboration with Scottish Autism from the Alloa Family Centre. We are working closely with Education and Educational Psychology to design more appropriate provision. Insights from this pilot will directly inform a commissioning exercise already in progress to address the current provision gap.

In addition, 68 care package reviews were completed, showing strong uptake of SDS options, with most families choosing Option 3 (Local Authority Arranged Support - where the council is responsible for choosing and arranging the type of care and support received). Whilst the majority of families choose this option there is an increase in families choosing Option 1 (Direct Payment - this is where the Local Authority provides a cash payment directly and the parent/carer arranges their own support package for their child).

A new budget allocation system was introduced to support consistent decision-making, including a revised Section 23 assessment tool developed with Forth Valley partners.

A transition support group was established for children moving to secondary school, with a new group planned next year in collaboration with parents/carers.

During 2024/25, 17 young people transitioned from Children's to Adult Services, supported by the Children's Resource Worker through multi-agency collaboration and budget planning.

Planned Service Developments 2025/26:

- Enhance Support for Children with Disabilities: Work in partnership with Education and Adult Services to target support and allocate resources that improve and strengthen the day-to-day experiences of children and young people with disabilities and their families. A key focus will be to streamline and strengthen their transition into adult services, ensuring continuity of care and opportunity.

5.1.4 Care and Protection

The Scottish Child Interview Model (SCIM) is fully operational, with our Forth Valley SCIM team delivering 100% of Joint Investigative Interviews. This trauma-informed, child-centred approach has received positive feedback, with audits confirming its alignment with UNCRC principles and best practice standards.

The Interagency Referral Discussion (IRD) process is fully embedded across police, social work, health, and education, enabling timely information sharing and joint decision-making for children at risk of significant harm. Monthly multi-agency audits confirm high standards in safeguarding and intervention. A standardised assessment tool ensures consistent evaluations, while the re-established IRD Practitioner Forum supports continuous improvement through reflection and shared learning. Outputs from the forum

inform strategic oversight via the IRD Steering Group and Child Protection Committee. Ongoing audits using the IRD standardised tool continue to support quality assurance and improvement.

A major milestone was achieved for our Forth Valley Bairns Hoose partnership, with full Development and Thematic funding from the Scottish Government for the implementation of Bairns' Hoose national standards. Governance has been strengthened through strategic and project groups led by NHS Forth Valley partners, and the appointment of a Bairns' Hoose Coordinator has enhanced delivery capacity and third sector collaboration. National partners including Crown Office & Procurator Fiscal Service (COPFS) and Scottish Children's Reporter Administration (SCRA) are actively engaged, ensuring alignment with justice and child protection systems. A key priority has been the inclusion of children and young people in shaping services, with progress made toward establishing the Changemaker Participation Group; designed to give children a direct role in influencing Bairns' Hoose development. Despite initial delays due to information governance requirements, these challenges were successfully addressed through the creation and approval of robust data protection frameworks. This achievement lays the groundwork for safe and meaningful engagement with children moving forward. Informative videos were created for practitioners, young people, and their families to explain what to expect during examinations for child sexual abuse, SCIM interviews, and hospital visits for unexplained injuries. These resources were informed by the first year of the project.

Building on insights from the first year, the Forth Valley Bairns Hoose partnership has shaped its Year 2 priorities (2025/26) with successful funding secured for continued development and test-of-change initiatives. This includes sustaining the Coordinator role and embedding the Clackmannanshire-based Changemaker participation group. Key test-of-change projects will introduce:

- Speech and Language Therapy support for practitioners involved in the SCIM process.
- Clinical Psychology input focused on vicarious trauma and direct support for frontline staff working with children and young people affected by significant harm.

Additionally, a digital justice journey map will be developed to identify therapeutic touchpoints for children and young people.

Audit and Quality Assurance Activity

The 2024/2025 Independent Reviewing Officer (IRO) audit assessed the quality of assessments and chronologies presented at Child Protection Planning and Review Meetings. It identified strong practice in evidence-based assessments, effective risk analysis, and capturing children's views. Historical concerns were appropriately linked to current circumstances, with SHANARRI wellbeing indicators well applied.

Minor improvements were noted in some chronologies and assessments. In response, IROs are developing training for children's services social work staff, to be rolled out in the coming year.

A follow-up audit is scheduled for October 2025, focusing on unborn babies discussed at Inter-agency Referral Discussions (IRDs). The audit will examine decision-making, support provided, and whether developmental milestones are met post-birth, identifying any gaps in support. This follows a rise in unborn babies being placed on the Child Protection Register. The Care Inspectorate will support record-reading training to ensure consistency across the audit team.

Whole System Approach – Youth Justice

Clackmannanshire Council continues to strengthen its Whole System Approach for young people in conflict with the law, supported by the Children and Young People's Centre for Justice (CYCJ). A further workshop is planned in September 2025, with input from a CYCJ participation worker actively engaging young people to shape the agenda.

Justice Services remain closely involved in supporting Children's Services through this period of transformation. Co-working and mentoring are being used to support new staff, alongside accredited

training in risk assessment tools and the Safe and Together model. Two of our social workers are now delivering both individual and group interventions, enhancing workforce capacity and resilience.

The Early Help team, in partnership with Barnardo's, continues to deliver effective Early and Effective Intervention (EEI), significantly reducing reoffending. This work aligns with the reimagining of youth justice, ensuring support is timely, trauma-informed, UNCRC compliant, and rights-based.

Additionally, Children's Services and Barnardo's are collaborating to develop a place of safety provision for young people in conflict with the law, in line with the Children (Care and Justice) (Scotland) Act 2024, which aims to improve experiences within the care and justice systems.

Key Service Achievements:

- Full integration of the IRD process across key agencies.
- Monthly multi-agency audits confirming high-quality safeguarding.
- Implementation of a standardised assessment tool for consistency.
- Reintroduction of the IRD Practitioner Forum to support reflective practice.
- 100% delivery of Joint Investigative Interviews via SCIM.
- SCIM model confirmed as trauma-informed, child-centred, and UNCRC compliant.
- Secured full Development and Thematic funding for Bairns' Hoose.
- Appointment of a dedicated Bairns' Hoose Coordinator to drive delivery.

Planned Service Developments 2025/26:

- Children (Care and Justice) (Scotland) Act 2024: With full implementation underway, our focus is on delivering responsive, proportionate support to young people in conflict with the law. This includes alternatives to Deprivation of Liberty: Expanding use of bail supervision, community disposals, and Children's Hearings referrals.
- Enhanced Partnership with SCRA: Strengthening collaboration through CHIP and the Enhanced Partnership Model to ensure timely and appropriate referrals.
- Pre-Birth Pathway Development: Improving referral processes to Aberlour Perinatal Services and the Mother and Baby Recovery House to support vulnerable families early.
- Multi-agency audit planned October 2025 on unborn babies discussed at Inter-agency Referral Discussions.

5.1.5 Delivering on The Promise

Clackmannanshire is driving forward transformational change to deliver on *The Promise*, with significant and sustained progress across key areas that matter most to care experienced children and young people.

At the heart of this work is a deep commitment to trauma-informed practice, early intervention, and the development of a skilled, compassionate workforce. The expansion of accommodation and support services reflects a growing capacity to meet needs in ways that are nurturing, stable, and rights-based.

This progress is being strategically coordinated through our Promise Delivery Group, reporting to the Children & Young People Strategic Partnership. In September 2024, a pivotal development session—facilitated by Clackmannanshire's Promise Delivery Partner—brought partners together to shape Plan 24–30. The session identified shared priorities and opportunities for collaboration, all underpinned by the principles of voice, rights, and participation.

Workforce development has been a cornerstone of this progress. In 2024/25 alone:

- 1,440 hours of trauma-informed training were delivered across skilled, enhanced, and specialist levels.
- An additional 653 hours of training were provided in partnership with the Resilience Learning Partnership.
- Over 4,800 hours of CPD were completed across the People Directorate, reflecting a strong and collective commitment to trauma-transformational approaches.

Caregivers and key staff are being equipped to deliver reparative models of care that reduce the need for physical intervention, prevent unplanned endings, and promote placement stability.

In education, all secondary schools have received specialist training through the *Communities that Care* programme, delivered by Who Cares? Scotland. Training for primary and early years staff is ongoing, and every primary and high school is now working toward accreditation for the *Keep The Promise Award*—a powerful signal of system-wide commitment to change.

Regulated Care Services

Woodside Children’s House was inspected in March 2025 and received a *Good* rating for care, support, and outcomes for children and young people. While leadership and capacity were rated *Adequate*, targeted development work is underway. The team continues to collaborate with community police, health, and education partners to reduce stigma around residential care and manage risk through trauma-informed approaches. Inspectors highlighted strong relationship-based practice and the breadth of opportunities available to young people as key strengths.

Across all registered services, staff have begun training in the ‘*Readiness for Care*’ programme, developed jointly by Psychological Services and Children’s Services. Based on the BALTIC framework (Brain-based, Attachment-led, Trauma-informed, Community-focused), this model is designed for sustainability through a train-the-trainer approach. Training already delivered includes the Neurosequential Model, Solihull, PACE, and the Dynamic Maturation Model, with further sessions planned for Dyadic Developmental Practice (DDP) Levels 1 and 2.

The Family Connections Team, comprising adoption, fostering, and continuing care services, was inspected in September 2025 and evaluated as *Good* or *Very Good* across key areas. The number of registered foster carers remains stable at 1.6 households per 1,000 children aged 0–17 in Scotland. There are 19 registered households. However, legacy planning remains a challenge, with several carers retiring and recruitment impacted by delays in accessing the Fostering Network’s Skills to Foster materials — a national issue felt acutely in Clackmannanshire.

In a significant milestone, one of our foster carers represented the service in the National Fostering Campaign, sharing their story through radio and online platforms. The campaign launched in May 2025.

Strengthening Families and Relationships: Progress and Priorities

Over the past year, we have focused on growing and supporting our community of foster carers and adopters. The rollout of *Readiness for Caring* began with staff training, laying the foundation to deliver PACE and Solihull approaches directly to caregivers.

Adoption support has been a key priority. Local support groups have restarted, and a dedicated Social Work post has been created to strengthen post-adoption support. Reflecting the needs of families, the adoption service has strategically shifted from recruitment and assessment to early intervention and sustained support for adoptive families. Foster carers continue to be assessed as adopters where they care for Clackmannanshire children.

We remain committed to keeping brothers and sisters together. At the start or change of placement, 92% of siblings were placed together. Where this isn’t possible, decisions are guided by the *Together or Apart* framework, ensuring placements are planned and assessed with care.

The importance of sustaining sibling and family relationships is embedded in our practice through the *Safe and Meaningful Contact* model and *Staying Connected*, ensuring children maintain vital bonds with parents and key family members.

Permanence Planning and Early Intervention: Progress and Challenges

The profile of care in Clackmannanshire remains stable, with a reduction in the overall number of children looked after. A decrease in kinship care placements is balanced by an increase in children looked after at home, reflecting a shift toward family-based support.

Notably, the number of children placed in external care settings outside the authority has reduced by 8%, and those experiencing three or more placement moves dropped from 5% to 4%, showing progress in placement stability. Between January and December 2024:

- 7 children were registered for permanence
- 8 children were matched with adopters or permanent carers

The Infant Assessment Team continues to lead on early permanence planning, particularly where adoption is the legal route. The team is testing creative, child-led approaches informed by national and UK-wide best practice, including:

- Consistency of care for babies with Neonatal Abstinence Syndrome
- Use of concurrent placements
- Implementation of the *Trauma Nurture Timeline* from Wales

However, significant delays in permanence medicals persist due to limited capacity within Paediatric Services in Forth Valley. This national issue affects Clackmannanshire acutely, impacting planning timelines and support for panels and prospective carers.

A strategic priority is addressing intergenerational trauma, particularly among mothers with repeated pregnancies where children have been adopted. Despite increased early intervention, this remains a complex challenge. The service is exploring new ways to support women in line with The Promise, to offer compassionate, preventative support that breaks cycles and promotes healing; recognising the repeated trauma they experience.

Supporting Care Experienced Young People

Efforts to improve pathways planning and aftercare continue to show year-on-year improvement. While reporting systems are being strengthened, under-reporting remains a risk. Collaboration with Barnardo's has enabled the Care Experience Hub, offering weekly support, social connection, and community building.

Team capacity challenges are prompting a strategic review of service delivery. The next phase will focus on creative, flexible approaches in partnership with others to better meet the diverse and changing needs of care experienced young people.

Clackmannanshire met its allocation of nine young people under the National Transfer Scheme during the reporting period. Additional support has been provided locally through an alternative care model, reducing reliance on out-of-area placements. This approach has strengthened local partnerships and improved our capacity to meet the needs of Unaccompanied Asylum Seeking Children (UASC) within the community.

Advocacy access continues to grow, with 91 young people supported by Who Cares? Scotland in 2024/25, up from 81 the previous year and 43 in 2022/23. This reflects successful awareness-raising and the impact of Communities that Care programme in local schools.

Key Service Achievements:

Inspection Outcomes:

- Woodside Children's House rated Good for care, support, and outcomes.
- Family Connections Team services (adoption, fostering, continuing care) rated Good to Very Good.

Training and Practice Development:

- Rollout of Readiness for Caring training based on the BALTIC model (Brain-based, Attachment-led, Trauma-informed, Community-focused).
- Staff trained in PACE, Solihull, Neurosequential Model, Dynamic Maturation Model, with DDP Level 1 & 2 planned.

Adoption and Permanence:

- Strategic shift in adoption service focus from recruitment to post-adoption support.

- Restart of local adoption support groups and recruitment of a dedicated adoption support social worker.
- 7 children registered for permanence, 8 matched with adopters or permanent carers.
- Innovative approaches tested by the Infant Assessment Team, including concurrent placements and the Trauma Nurture Timeline.

Care Experience and Advocacy:

- 92% of siblings placed together at the start or change of placement.
- 8% reduction in external placements.
- Decrease in placement instability (3+ moves reduced from 5% to 4%).
- Year-on-year improvement in pathways planning and aftercare.
- Care Experience Hub established in partnership with Barnardo's.
- 91 young people supported by Who Cares? Scotland in 2024/25 (up from 43 in 2022/23).

National Recognition:

- Clackmannanshire foster carer featured in the National Fostering Campaign.

Planned Service Developments:

Scaling Up Training:

- Expand trauma-informed practice through train-the-trainer model for Readiness for Caring.
- Deliver PACE and Solihull training directly to caregivers.

Improving Permanence Planning:

- Address delays in permanence medicals through strategic engagement with Paediatric Services and national partners.
- Explore new approaches to support women experiencing intergenerational trauma, in line with The Promise.

Enhancing Support for Care Experienced Young People:

- Develop more flexible, creative service models to increase reach and engagement.
- Strengthen collaboration with partners to meet diverse and fluctuating needs.

Advocacy and Voice:

- Continue to build on advocacy access through awareness and school-based initiatives like Communities that Care.

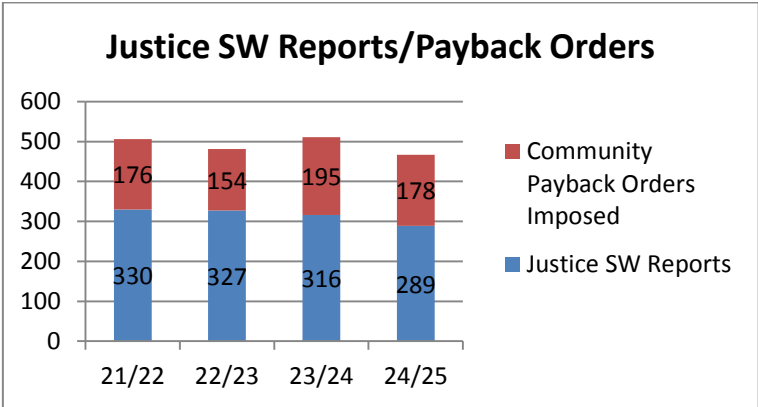
5.2 Justice Services

5.2.1 Community Justice Team

Between April 2024 and March 2025, Clackmannanshire Justice Services completed 289 Justice Social Work Reports for the Courts, with 178 Community Payback Orders being imposed. This represents a slight decrease compared to 2022/23, where 316 reports were completed and 195 Community Payback Orders were imposed—an 8.5% and 8.7% reduction respectively. These figures reflect a continuing shift in the justice landscape, with fewer formal disposals being made, potentially influenced by increased use of early intervention measures such as Diversion and Bail Supervision. Despite the reduction, the service remains focused on delivering high-quality, person-centred assessments and interventions that support rehabilitation and reduce reoffending.

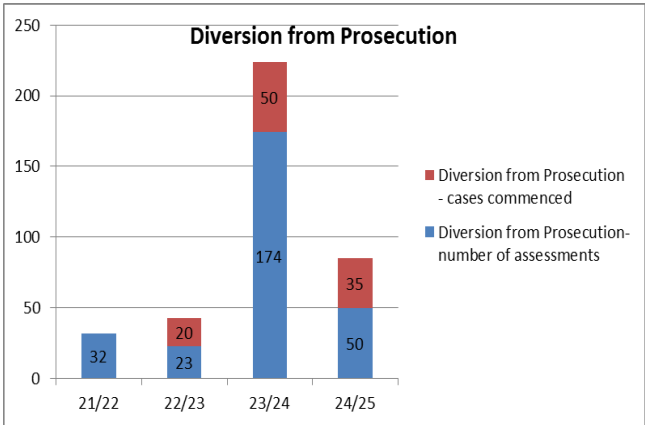
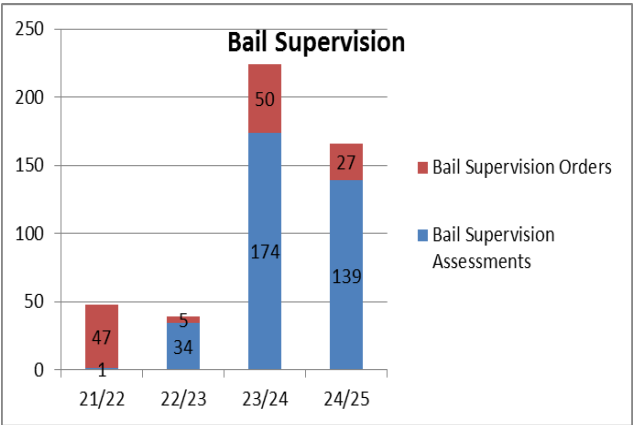
In 2024/25, Clackmannanshire Justice Services deepened its commitment to collaborative working, forging stronger partnerships across the justice and community sectors. Regular engagement with the Courts through Court User Groups was complemented by active participation in both the Community Justice Partnership and the Violence Against Women and Girls Partnership, reinforcing our integrated approach to

justice and wellbeing. A key highlight of the year was our continued collaboration with SACRO, whose Women’s Worker Service played a vital role in delivering both Court-mandated interventions through the Caledonian Programme and early intervention support. This partnership enabled our multi-disciplinary Justice Team to offer the Courts a broader range of community-based disposals, tailored to the assessed needs of individuals and focused on rehabilitation, prevention, and positive outcomes.



Aligned with Scottish Government and Community Justice Scotland priorities, Clackmannanshire Justice Services continued to champion the use of community-based disposals as effective alternatives to remand and short-term custodial sentences. The Courts maintained their use of bail supervision and diversion from prosecution, recognising the value of these approaches in promoting rehabilitation and reducing reoffending. This shift in practice contributed to a notable increase in unpaid work hours delivered through Community Payback Orders—demonstrating a tangible commitment to restorative justice and meaningful community contribution.

In 2024/25, Clackmannanshire Justice Services responded to 139 Bail Supervision Assessment requests, with 27 individuals commencing supervision. During the same period, 50 Diversion from Prosecution Assessments were undertaken, resulting in 35 individuals receiving support through this pathway.



Each intervention provided a vital opportunity to stabilise and support individuals within their communities, addressing underlying issues and reducing reliance on custodial measures. These tailored approaches enabled people to either divert from the justice system entirely or remain safely in the community while engaging with services to overcome identified challenges. Justice Services continues to strengthen its impact in this area through robust collaboration with key partners, including Health, Education, Employability, Police Scotland, and both Children and Adult Social Services—ensuring a holistic and person-centred response to justice.

5.2.2 Unpaid Work Team

In 2024/25, Clackmannanshire Justice Services delivered a significant increase in unpaid work hours—rising from 15,681 hours in 2023/24 to 20,200 hours. This growth reflects the Courts' continued confidence in community-based disposals and the effectiveness of our Unpaid Work Team.

The team's visibility and capacity were further enhanced by the addition of a new Work Supervisor, enabling operations seven days a week and expanding our reach across the community. Through strategic use of social media, we showcased the impact of unpaid work projects—earning recognition from Community Justice Scotland and prompting a visit from the Scottish Government to see the work of the team first hand.

Projects undertaken included:

- Supporting the local Family Centre by clearing grounds and constructing new children's play equipment.
- Recycling materials from fly-tipping to build play staging areas for nurseries, while removing unsafe equipment.
- Maintaining local infrastructure, including flood-priority waterways, walkways, and bridle paths, with repairs to bridges, fencing, and wooden structures.
- Assisting emergency services during named storms, clearing fallen trees that disrupted travel across Clackmannanshire.

These efforts not only provided meaningful reparation but also strengthened community resilience and demonstrated the value of justice-led collaboration.

As part of our commitment to public engagement and responsive service delivery, our Service Manager attended a local community group event where residents shared concerns and ideas. This direct dialogue led to specific requests being actioned, resulting in tailored unpaid work projects that addressed local needs and strengthened community trust.

Looking ahead, unpaid work is projected to grow significantly over the next five years as a key alternative to custody. In preparation, Clackmannanshire Justice Services is undertaking a strategic redesign to enhance capacity and impact and ensure unpaid work continues to deliver real value to communities while supporting rehabilitation and reintegration.

This includes:

- Expanding engagement with community groups to ensure unpaid work remains locally relevant and responsive.
- Upgrading digital systems to better monitor, manage, and report on increased demand.
- Strengthening partnerships with the Community Justice Partnership, Employability and Education services, and third sector organisations to create meaningful opportunities for individuals—both during their unpaid work placements and beyond their involvement with Justice Services.

5.2.3 Early Intervention & Community Impact: A Whole-System Approach

Clackmannanshire Justice Services has continued to lead with a proactive, prevention-focused Hub model—delivering early support through a skilled multi-disciplinary team. Collaborative working with key partners, including the Community Justice, and Violence Against Women and Girls Partnerships, enabled targeted interventions that addressed complex needs.

By combining resources and funding, the team was strengthened with the addition of a lived experience worker, supporting individuals with substance use challenges to access rehabilitation, maintain tenancies,

and avoid homelessness. This approach contributed to increased uptake in voluntary throughcare and helped address issues such as drug-related deaths.

Our early intervention efforts aligned closely with the Violence Against Women and Girls Strategy, with the Women’s Worker Service expanding from two to four staff. Support was provided across mental health, housing, child welfare, and protection processes—resulting in positive outcomes such as children being removed from the child protection register.

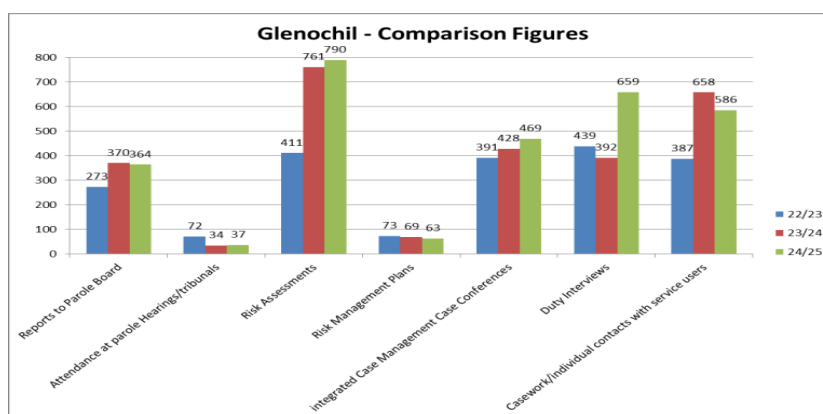
Through STRIVE (Safeguarding Through Rapid Intervention), 74 women were supported at crisis points, with 9 DASH RIC assessments (Domestic Abuse, Stalking, Harassment, and Honour-based violence risk assessment tool) completed and 6 individuals receiving intensive follow-up support. We also engaged with over 200 individuals seeking voluntary support to address harmful behaviours. While uptake was modest, targeted interventions promoted healthier relationships and contributed to long-term behavioural change.

5.2.4 Glenochil Prison-Based Social Work Team (PBSW)

In 2024/25, the Social Work Team at HMP Glenochil continued to deliver statutory services focused on risk assessment, risk management, and public protection, supporting the Scottish Prison Service (SPS) across a national estate. The team maintained strong links with prison-based social work teams and Justice Services across all 32 local authorities.

A rise in the national prison population led to the early release of short-term offenders, placing additional pressure on services. Despite these challenges, the team remained resilient, supporting release processes and maintaining service delivery. Enhanced collaboration with SPS and the Parole Board has led to positive outcomes and recognition of the need for permanent resource uplift.

An increasingly complex area of work involves supporting prisoners with capacity issues and significant social care needs. The team has taken on roles as Welfare Guardians, contributed to Adults with Incapacity assessments, and managed Compassionate Release applications for vulnerable and ageing prisoners. This growing demand has required staff to develop advanced skills in Adult Support and Protection and incapacity legislation, with expectations that this workload will continue to rise.



5.2.5 Building a Skilled and Resilient Workforce

Recruitment, training, and retention remain strategic priorities for Clackmannanshire Justice Services. Despite national workforce challenges, the service has remained fully resourced—ensuring continuity, stability, and a consistent approach for individuals under supervision, which is critical to achieving positive outcomes.

Staff development has been a cornerstone of our approach. Training in the Outcome Star tool has been delivered across multiple Council services, fostering a shared language and promoting inclusive, goal-oriented support for service users. Decider Skills training, led by Health partners, has equipped staff across services to better support individuals experiencing mental health challenges. Justice Services has also invested in Safe and Together training, with one team member now qualified as a national trainer—

strengthening our alignment with Clackmannanshire Council's Violence Against Women and Girls Strategy and embedding gender-based violence awareness across all Council services. Further investment includes supporting staff to undertake social work qualifications, become practice educators, and attend national training events—ensuring our workforce remains skilled, motivated, and future-ready.

5.2.6 Community Justice Partnership

The Community Justice Partnership (CJP) continues to play a pivotal role in advancing early intervention and whole-system approaches within Justice Services. Key developments over the past year include:

- **Shared Leadership Model**

The Co-Chairing arrangement—shared by Justice Services, Police Scotland, Clackmannanshire & Stirling Health and Social Care Partnership, and Resilience Learning Partnership, reinforces the CJP's dedication to collaborative leadership and lived experience representation at the strategic level.

- **Formalisation of the CJP Coordinator Role**

Transitioning the Coordinator post to a permanent position within Clackmannanshire Council's Justice Services underscores the partners' long-term commitment to the CJP's strategic goals.

- **Establishment of the Lived Experience Panel**

Funded by the CJP and supported by the Resilience Learning Partnership, this panel ensures lived experience is embedded at the heart of decision-making. Panel members actively contribute to policy and service development, attend CJP meetings, and have already influenced the upcoming Public Attitudes to Crime survey and the 2025/26 CJP self-evaluation process.

- **Strengthening Whole-System Collaboration**

A co-funded Addiction Recovery Worker post—shared between Housing, Justice Services, and Police Scotland—demonstrates the power of integrated support. Based within Justice Services, the worker presented compelling case studies to the CJP in January, showcasing improved outcomes for individuals in the justice system.

- **Enhanced Community Engagement in Unpaid Work**

Justice Services delivered a well-received presentation to the Scottish Government and Community Justice Scotland (CJS), highlighting innovative approaches and strong community involvement in unpaid work delivery.

- **Sustained Use of Bail Supervision**

The continued high uptake of bail supervision reflects the CJP's commitment to effective alternatives to remand and custodial sentencing.

- **Ongoing Implementation of Naloxone Policy**

Developed jointly by the CJP Coordinator and Clackmannanshire & Stirling Alcohol Drugs Partnership, and introduced by Clackmannanshire Council in 2023, the Naloxone Policy remains active and is supported by regular staff training.

- **Boosting Employability Through Targeted Support**

With funding from 'No One Left Behind' via the LEP (Local Employability Partnership), a new pilot will assess the impact of dedicated employability support for individuals completing unpaid work and preparing for release.

5.2.7 Justice Service Funding and Impact

Over the past three years, Clackmannanshire's Justice Service, in collaboration with the Community Justice Partnership, has introduced a range of early intervention initiatives aimed at supporting individuals who previously did not meet the criteria for statutory services. These initiatives have delivered demonstrable

positive outcomes for families across the local community, particularly in addressing the impacts of gender-based violence.

The service has expanded to include staff with lived experience and has broadened its focus to encompass areas such as substance use and housing. These developments have been informed by lived experience panels and national statistics, which consistently highlight the critical need for such support. However, like many services across Scotland, Clackmannanshire faces increasing challenges in sustaining these initiatives due to ongoing financial pressures.

Under the Scottish Government's revised funding formula, approved by COSLA, Clackmannanshire has been notified of a significant reduction in Caledonian programme funding. Over a four-year dampening period, the service will experience a 68% funding cut, equating to a 25% reduction annually. This is the largest reduction across Scotland, despite Clackmannanshire remaining in the highest percentile for gender-based violence prevalence.

These cuts pose a substantial risk to service delivery. Nevertheless, Clackmannanshire Council remains firmly committed to tackling gender-based violence and is actively exploring alternative funding avenues to maintain essential support. It is anticipated that the Section 27 award will more accurately reflect the needs of the local community and help mitigate the impact of these reductions.

5.2.8 Multi Agency Public Protection Arrangements (MAPPA)

Clackmannanshire Council plays a key role in Forth Valley MAPPA, working alongside Falkirk and Stirling Councils, Police Scotland, NHS Forth Valley, the Scottish Prison Service, and the State Hospital to manage individuals who pose a risk to public safety.

MAPPA governance is delivered through the Strategic Oversight Group (SOG) and Operational Group, both meeting quarterly. The Chief Social Work Officer (CSWO) is an active member of the SOG, which is chaired independently. The Chair also engages with the Clackmannanshire & Stirling Public Protection Chief Officers Group and the National Strategic Oversight Group. The SOG oversees the Forth Valley MAPPA Business Plan and Risk Register (2024–2027). The Risk Register is a live document, reviewed quarterly to ensure alignment with strategic objectives and to identify areas requiring action.

2024–2025 has seen a significant rise in Registered Sex Offender (RSO) numbers across Forth Valley, reflecting national trends. This has placed increased pressure on resources, yet MAPPA partners continue to deliver high-quality, risk-focused services to protect the public.

Forth Valley MAPPA partners are actively contributing to the development of MAPPS (Multi-Agency Public Protection System) the new multi-agency information-sharing system set to replace ViSOR. Our focus is on strengthening public protection through improved collaboration, faster data sharing, and more effective decision-making across agencies.

To meet growing demand, Forth Valley Responsible Authorities have agreed to supplement Scottish Government MAPPA funding until March 2027. This has enabled the recruitment of an additional temporary MAPPA Administrator, increasing team capacity by 19%. Clackmannanshire Council continues to manage MAPPA staffing on behalf of the partnership.

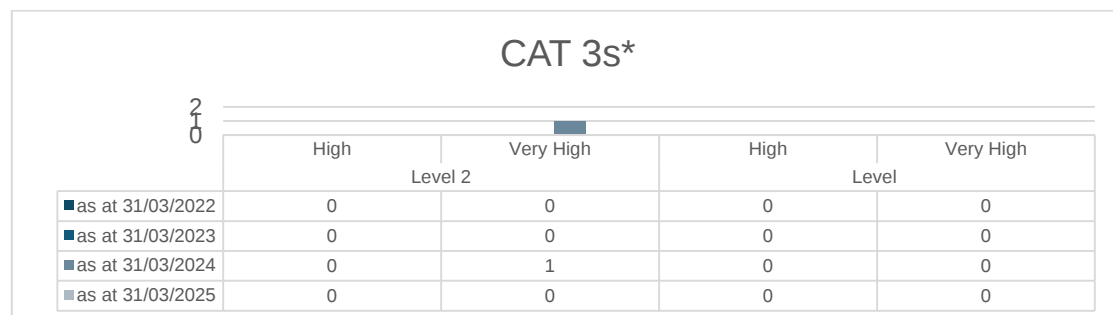
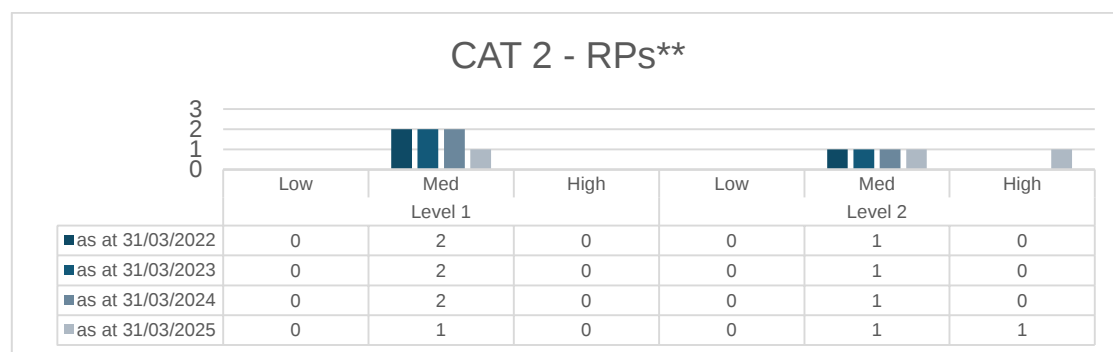
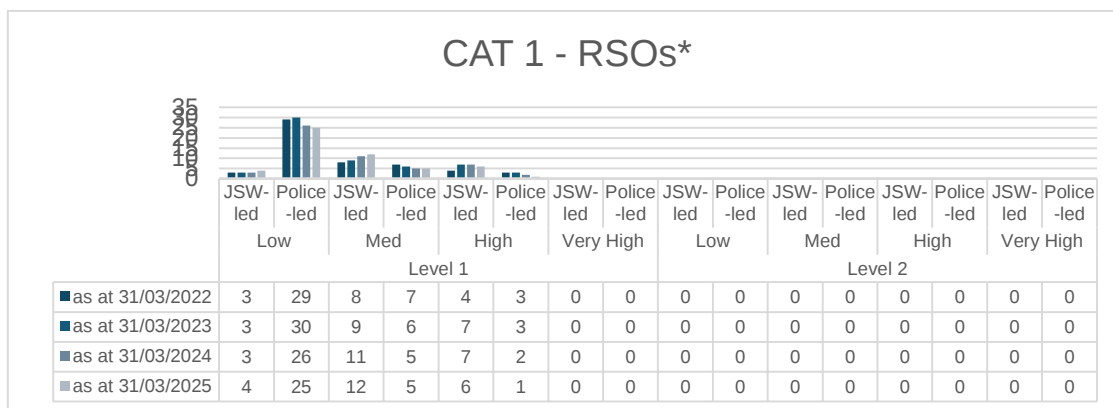
MAPPA Audit, Review & Quality Assurance

Forth Valley MAPPA partners maintain robust internal policies to ensure statutory responsibilities are met. In addition, a structured programme of quality assurance activity supports continuous improvement across the partnership. This includes:

- Routine: Case file audits, MAPPA statistics, quarterly and annual reports
- Reactive: Further offending reviews, national ICR/SCR health checks, and updates to the Business Plan and Risk Register

Oversight is provided by the MAPPA Strategic Oversight Group, which reviews findings and integrates learning into the Good Practice and Areas for Improvement framework. Where issues are identified, actions are taken promptly and reflected in the Risk Register. This approach fosters a proactive, learning-focused culture across Forth Valley MAPPA—ensuring consistent, high-quality risk management and multi-agency collaboration.

Clackmannanshire MAPPA Statistics



* CAT 1 and CAT 3 figures are cases being managed by FV MAPPA – both in community and custody

** RP figures are cases living in the community and hospital (both local and national)

5.3 Adult Services - Clackmannanshire and Stirling Health and Social Care Partnership

Clackmannanshire and Stirling Health & Social Care Partnership (HSCP) are set out in the map below. The total population is approximately 142,540. The population of Clackmannanshire is 51,540.



Clackmannanshire Council plays an active part in the leadership and management of the Clackmannanshire and Stirling Health & Social Care Partnership (HSCP) through participation in the Integration Joint Board.

The Integration Joint Board is made up of Elected Members from Clackmannanshire and Stirling council areas, as well as NHS Forth Valley Health Board nonexecutives, Third Sector representatives, service users, unpaid carers alongside professional advisors and people by virtue of their position, including the CSWO. Clackmannanshire Adult social work and social care services are delivered and managed by the Clackmannanshire and Stirling Health and Social Care Partnership (HSCP).

The HSCP Transforming Care Board, chaired by the Interim Chief Officer, is delivering a programme of transformational work which supports staff and services to better meet the demands of our changing population and support a 'Needs Led, Resource Bound' approach with clear alignment to the [Strategic Commissioning Plan 2023-33](#) priorities. The programme of work reflects legacy commitments linked to local care home capacity as well as recent activity to further integrate community health and social care services. The focus being on modernisation, redesigning the model of care and support locally and meeting legislative requirements such as carers and self-directed support. Throughout 2024/25 this programme of transformation continues to be progressed.

5.3.1 Adult Learning Disability Services

Clackmannanshire & Stirling IJB approved a plan to deliver a revised model of care for adults with learning disabilities across Clackmannanshire & Stirling in November 2024. There are several strands to this work:

- Review of Community Residential Resources
- Review of Day Services/Opportunities
- Self-Directed Support
- Implementation of the Coming Home agenda
- Review of specialist inpatient provision

Community Residential Resources

The Community Residential Resource is a service which provides housing support and care at home over 8 properties across Forth Valley, in Stirling, Dunblane and Falkirk. It accommodates up to 29 adult service users with learning disabilities in shared living arrangements, and provides 24 hour support.

The service is very well evaluated by both the people who live there and the Care Inspectorate, with a report of 9 June 2023 rating the service as excellent. The service is however an unusual arrangement, as it is provided by NHS Forth Valley, who own the premises, act as landlord and employ the staff providing the care. As far as is known, there is only one other Scottish Health Board who operate a similar service.

As part of the wider consideration of the service model for adults with learning disabilities, it was agreed to review the Community Residential Resource model to determine if it remained the most appropriate way to deliver this type of support. Work is ongoing to explore whether the current model should remain unchanged, should continue with some amendments or should be subject to a full redesign process with the engagement of all key stakeholders.

Day Services

Day services for adults with a learning disability are currently provided from two main bases, The Whins in Clackmannanshire and Riverbank in Stirling. However models of day opportunities have progressed since the inception of the current building-based model. More and more service users and their families choose to be supported to access community activities rather than those provided from a specific learning disability day centre. As such, there is a need to review local provision and continue the work both existing day services are currently doing in this regard.

Project Management and planning support has been identified, and a steering group established with Trade Union, HR and management representatives. A detailed project plan with timelines and key deliverables for the implementation of the new model of day support is in development.

Self-Directed Support

On 1 April 2014, the Social Care (Self-directed Support) (Scotland) Act 2013 came into effect. This is the law that tells local authorities what they must do to give access to Self-directed Support (SDS) in a way that supports people's rights to choice, dignity and being able to take part in the life of their communities.

Clackmannanshire and Stirling Health and Social Care Partnership (HSCP) are committed to continuing to transform the way that social care support is provided within localities and communities. This will ensure a personalised approach to supporting individuals and enable the HSCP to meet the challenges it faces regarding changing demographics and increased demands for support.

SDS is not the name of a type of service, but a way of arranging support that is individual to a person so that they can live as independently as possible. It is for everyone who needs social care services or support. This includes children, adults and unpaid carers, and adults with learning disabilities.

Work is ongoing to ensure that the HSCP is fully aligned with the requirements of the SDS Act. This includes, but is not limited to:

- Establishing a stakeholder participation group consisting of supported people, carers and personal assistants with living experience of SDS.
- Reviewing and developing staff training.
- Redesign of assessment and support planning documentation.
- Developing information and materials for the public.

Coming Home

The Coming Home agenda is aimed at reducing delayed discharges and providing care closer to home for adults with learning disabilities. This is monitored via national reporting into the Dynamic Risk Register. In order to support this work, the Scottish Government offered some fixed term resource to HSCPs until 31 March 2025.

Some of the Scottish Government resource was utilised to provide high level training in Positive Behavioural Support for key staff. This will significantly improve the ability of the service to support service users to live within the least restrictive environment possible.

Delayed discharge meetings with health and social work representation have been restarted, and one person who was significantly delayed has now been discharged from hospital.

In addition to staffing, training and support for delayed discharge, the resource has also been used to:

- Safeguard at risk placement.
- Provide additional staffing to support successful transition.
- Securely store service user belongings to support ultimate transition back to their local area.

As the additional resource ended at 31 March 2025, this work has now been mainstreamed within core resources. While this is likely to limit the pace at which this can be progressed, the intention is for the existing Learning Disabilities infrastructure (e.g. LD Clinical Governance Committee) to oversee a continuation of the work to date.

Specialist Inpatient Services

Loch View is Forth Valley's inpatient unit for adults with learning disabilities. It has 18 beds, and is intended to provide specialist assessment and treatment for adults with complex issues related to their learning disability or mental health. Although Loch View is an 18 bedded unit, it only functions with 15 beds. This is due to the highly complex needs of 2 service users who require additional space within the unit to be safely supported.

There are a number of people in Loch View whose discharge is delayed, primarily due to the challenge of identifying appropriate accommodation with appropriate care and support.

There is a need to consider the provision at Loch View. While occupancy rates are high, this is significantly impacted by people who are delayed in their discharge, suggesting that reviewing the bed numbers may be appropriate. However as it is a standalone site, any change to bed and subsequently staffing numbers brings with it issues of clinical safety.

It had previously been agreed that, within the limited resources available, the learning disability service changes should focus on day services, Coming Home and packages of care, with Loch View coming under Phase 2 of the work. However some initial consideration has begun around ideas such as income generation via providing beds to other areas, as there is a national shortage of beds for adults with learning disabilities, and liaising more closely with Housing colleagues to explore creative alternatives to hospital.

5.3.2 Alcohol and Drugs Services

Clackmannanshire and Stirling ADP (Alcohol and Drugs Partnership) have been supporting the development of our Social Work Substance Use team. The team operates within our HSCP localities structure and offers input on cases where problematic substance use is a factor. Significant benefit has been noticed from the team's work, including feedback from people they support, and their loved ones, that specialist social work input has remedied long-standing problems in their lives and coordinated a multidisciplinary response which has radically improved the quality of their lives.

To extend the team's work, the ADP has been undertaking further Commissioning Consortium activity to generate partnership recommendations on Harm Reduction Outreach activity. This will consist of mobile support capable of reaching people across localities on their terms. Social health support and harm reduction outreach activity will combine with the Substance Use Social Work team to offer longer term, lower-intensity support for people as they continue their recovery journeys.

5.3.3 Mental Health Officer (MHO) Service

The MHO team manages all Private and Local Authority guardianship applications within Clackmannanshire Council. A waiting list is maintained for allocation of MHOs to complete suitability reports, with priority given to hospital-based individuals, delayed discharges, and renewals. While demand is high, the current waiting list remains manageable.

The team continues to face significant demand due to a national rise in statutory workload. Despite these pressures, the MHO service consistently meets statutory obligations in relation to undertaking Guardianship Applications and remains committed to delivering high-quality, rights-based practice.

Key Statistics: Guardianship Applications:

Period	Private	Local Authority
2023–2024	28	13
2024–2025	59	17

Between 2023 and 2024, Scotland saw a 6.9% increase in guardianship orders. Clackmannanshire remains below the national average, with 76.7 guardianships per 100,000 population compared to the Scottish average of 85.3.

MHOs also fulfil statutory duties under the Mental Health (Care and Treatment) (Scotland) Act 2003 and the Criminal Procedure (Scotland) Act 1995. Clackmannanshire continues to report above-average rates for both Short Term Detention Certificates (STDCs) and Compulsory Treatment Orders (CTOs):

- Short Term Detention Certificates (STDCs): **106.4 per 100,000** (Scottish average: 89.8)
- Compulsory Treatment Orders (CTOs): **42.4 per 100,000** (Scottish average: 29.4)

Practice and Training

Procedures under the Adults with Incapacity (Scotland) Act 2000 have been implemented and are under continuous review. During 2024/25, targeted training on AWI legislation and Section 47 certificates has been delivered across the Clackmannanshire & Stirling HSCP.

Key Service Challenges

Capacity remains the principal challenge. Ongoing vacancies across Adult Social Work Services are impacting the ability to meet supervisory responsibilities. Expanding the MHO workforce is a strategic priority, with efforts underway to encourage applications for the MHO Award in 2026/27. The Mental Welfare Commission Monitoring Report acknowledges that the number of orders nationally has more than doubled in the last 10 years. This increase in demand has not been matched by equivalent workforce growth, with one part-time MHO and one social work post added to the MHO team in the past decade.

Service priorities for 2025/26

- Supervision of Guardianships: A working group is reviewing the supervision of CSWO and private guardianships, focusing on workforce knowledge and rights-based practice.
- Workforce Development: Raising awareness of the MHO Award across Adult Care, Justice, and Children & Families teams to support future workforce growth.

5.3.4 HSCP - Localities

Care Home Assessment and Review Team (CHART)

The Care Home Assessment and Review Team (CHART) was established to help care homes manage residents' health needs, prevent unnecessary hospital admissions, and provide vital support to residents, families, and staff throughout the Covid-19 pandemic. Since then, CHART has expanded its role, offering expert guidance during Large Scale Investigations (LSIs) and working closely with care home staff to uphold the highest standards of care. Recently, CHART hosted a development session with all care home managers, strengthening collaborative relationships and reaffirming its commitment to supporting care homes.

Care at Home Review Team

We are currently recruiting for three permanent positions within the Care at Home Review Team. This team reviews service users' care packages using the Self Directed Support (SDS) model, ensuring that choice and control remain central, and that care packages truly reflect the needs of service users and carers. By identifying and leveraging community and personal assets, this approach delivers more efficient, outcome-focused support. In Stirling, this model has already achieved significant projected cost savings, and we anticipate similar results in Clackmannanshire by 2025/26.

Respite Care provision

Ludgate House Resource Centre, a local authority service in Clackmannanshire, provides respite, short stays, and short-term assessments for up to 11 older people at a time. The Clackmannanshire & Stirling HSCP acknowledges inconsistencies in respite provision across the area, with limited focus on carers. A working group is reviewing current bed-based respite services and will consult on future options—including those at Ludgate House—between October and November 2025. A Short Breaks Services Statement was approved by the Clackmannanshire & Stirling IJB in March 2025 which provides information to carers to enable choice and control to be exercised when making a decision on the short break that is right for them.

Adult Social Work Multi-Disciplinary Team

To streamline adult social work referrals and enhance service delivery, the Clackmannanshire and Stirling HSCP has introduced a pioneering multi-disciplinary model. Bi-weekly meetings bring together professionals from Social Work, District Nursing, Allied Health, and the Carers Centre to collaboratively assess and allocate referrals. This integrated approach leverages shared intelligence across multiple client record systems, ensuring individuals are matched with the most appropriate support from the outset. The model also facilitates joint review of complex and pending cases, promoting informed decision-making and timely interventions. Engagement with partners such as Housing further enriches discussions and strengthens community outcomes.

Key Benefits:

- Innovative, person-centred referral process
- Improved allocation through shared data and professional insight
- Reduced duplication and enhanced service user experience
- Strengthened multi-agency collaboration
- Proactive management of complex cases
- Broader community impact through strategic partnerships

Client Index Software (CCIS) Improvement Project

We have commissioned a project to enhance the functionality and stability of our client index software (CCIS). A key focus of this work is to revise the Self Directed Support (SDS) processes, making it easier for service users and carers to access and contribute to support plans directly within the system.

The project will also improve access to a comprehensive resource menu—including service options and associated costs—within the software. This will enable staff to offer a broader range of tailored choices to service users and their carers, supporting more personalised and outcome-focused care planning.

Planned Next Steps:

- The development phase is now underway, with a focus on redesigning SDS workflows.
- User testing will be scheduled to ensure the new features are intuitive and meet the needs of both staff and service users.
- Training and rollout plans will be developed to support smooth implementation across teams.
- Feedback loops will be established to continuously refine the system post-launch.

5.3.5 Inspection of registered adult care services

There were 4 registered service inspections across the Clackmannanshire and Stirling HSCP during the reporting period of 2024/2025 for Ludgate House (inspection completed 8th January 2025), Clackmannanshire Re-ablement and Technology Enabled Care Service (inspection completed 27th January 2025) and The Whins Resource Centre (inspection completed 17th October 2024 with follow-up inspection on 22nd January 2025). Copies of the individual service inspection reports are available from the Care Inspectorate website www.careinspectorate.com Services mainly received grading's of Good and Very Good with one service receiving grading's of Weak, where remedial measures were put in place promptly and the grading was increased to Adequate within a 3 month period.

5.3.6 Joint Inspection of Adult Services

In April 2024, the Clackmannanshire and Stirling Health and Social Care Partnership (HSCP) was inspected under the Joint Inspection of Adult Services programme. The review assessed the effectiveness of strategic and operational collaboration in delivering integrated services that support adult health and wellbeing, with a focus on individuals living with mental illness and their unpaid carers. The inspection identified key areas for improvement, including:

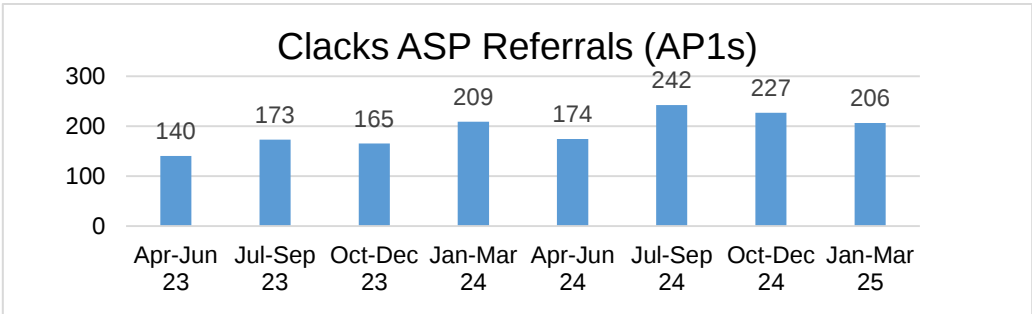
- Consistent integration of Self-Directed Support (SDS) in assessments
- Strengthening Social Work governance
- Enhancing outcome measurement through robust data collection
- Expanding training in core legislative areas, notably the Carers (Scotland) Act

An Improvement Plan was established in December 2024 to address these recommendations. Oversight is provided by an Inspection Steering Group, with participation from both Clackmannanshire and Stirling Council Chief Social Work Officers. Early progress includes improved governance structures, enhanced performance monitoring via an Integrated Performance Framework, and the appointment of a Housing and Health Policy Officer.

5.3.7 Adult Support and Protection (ASP)

ASP Referrals

In 2024–25, Clackmannanshire’s ASP service saw a significant rise in both the volume and complexity of referrals, reflecting national trends. Practitioners managed multiple high-risk cases involving co-occurring issues such as mental health, cognitive impairment, substance use, and financial or coercive harm. Many cases required intensive, multi-agency coordination and sustained intervention beyond statutory minimums. Between 2023/24 and 2024/25, ASP referrals in Clackmannanshire rose by 23.6%, reflecting national trends. In the previous year, the area ranked 10th highest in Scotland for referrals per 100,000 adults.



The current CCIS system cannot capture or report the full data required to meet the Scottish Government’s National Minimum Dataset for Adult Support and Protection. This limits visibility of key activities—such as visits, interviews, and medical examinations—posing risks to statutory compliance, performance monitoring, and evidencing practice. Clackmannanshire Council has completed a requirements mapping exercise and approved procurement of a new Social Work IT system to address these gaps. In the interim, a specialist provider is exploring adaptations to the existing system to improve data capture.

No of ASP Referrals	Clackmannanshire
2022/2023	768
2023/2024	687
2024/2025	849

There has been a 3.33% increase in Initial Adult Protection Case Conferences (IAPCCs) between the reporting years 2023/24 and 2024/25, indicating that Clackmannanshire has maintained consistency in convening case conferences promptly to manage risk. This slight but steady increase reflects improved identification and response to complex adult protection concerns. It also evidences continued practitioner confidence in the adult protection procedures and an embedded multi-agency approach to supporting and protecting adults at risk of harm. The current figures reflect a conversion rate of 7.3% from ASP referral to case conference. This demonstrates that operational managers are applying thresholds with confidence and consistency and are appropriately identifying cases that require multi-agency planning through the case conference process.

Reporting Year	IAPCCs	Review CCs	Total of CCs
01.04.2021 - 31.3.2022	6	2	8
01.04.2022 - 31.03.2023	11	9	20
01.04.2023 - 31.03.2024	26	34	60
01.04.2024 - 31.03.2025	21	41	62

Despite ongoing operational pressures across all partners, the service continued to work closely with Police Scotland, NHS Forth Valley, care providers and third sector organisations to safeguard adults at risk of harm. Our approach remained rooted in multi-agency collaboration, timely intervention, and robust application of statutory duties under the Adult Support and Protection (Scotland) Act 2007.

Clackmannanshire Hoarding Service

Clackmannanshire Council is leading the way in tackling the often-overlooked issue of hoarding and self-neglect. In response to the profound distress experienced by adults affected by these challenges, the Council's Housing service committed funding to a two-year test of change project. Spearheaded by the Adult Support and Protection (ASP) Lead Officer and delivered in partnership with Transform Forth Valley, the initiative introduced a dedicated Hoarding Officer role. This pioneering position offers tailored, person-centred support, empowering individuals to make meaningful changes at a pace that respects their circumstances and choices.

Beyond direct support, the Hoarding Officer plays a vital role in building lasting community connections, promoting mental wellbeing, and linking individuals with a network of partners to support long-term recovery. Launched as a part-time service in July 2024, the project has already demonstrated remarkable success. Due to its strong engagement, particularly among a group historically reluctant to access services, the role has now expanded to full-time provision for 2025–26. This success underscores the power of offering genuine choice, fostering trust, and meeting people where they are.

2024 - 2025	Clackmannanshire Hoarding Service
Number of New Referrals	25
Number of Service Users in active service	9 - represents 100% engagement
Waiting list at end of year	13
Number of Interventions completed	224
Number of Face-to-face appointments offered	159
Number of Face-to-face Appointments carried out	118
Attendance Rate	74%

ASP Learning Review

During this reporting year, the Adult Support & Protection Committee undertook its first Learning Review, overseen by the Learning Review Subgroup, following a case that demanded deeper examination. This milestone provided a crucial opportunity to rigorously test and enhance our review process—resulting in a more streamlined, collaborative, and trauma-informed approach.

A key priority was ensuring that the lessons learned reached all partner agencies and frontline practitioners. Remarkably, the relative of the adult at the centre of the case generously led four in-person learning sessions for staff and partners. His willingness to share his family’s experience brought a powerful, human perspective to the learning, enabling participants to connect on both professional and personal levels. The Clackmannanshire CSWO attended one of these sessions and met with the relative, an engagement that was warmly received. Feedback was overwhelmingly positive. Participants described the sessions as thought-provoking, emotional, and inspiring. The experience prompted deep reflection on the consequences when systems fall short, and reinforced the critical importance of proactive safeguarding for adults at risk of harm. Beyond shaping local practice, this review has fundamentally changed how we engage with adults and families, ensuring their voices are central to everything we do.

5.4 Forth Valley Emergency Social Work Service

The Out of Hours Emergency Duty Team (EDT) remains a vital service for Clackmannanshire, Stirling and Falkirk Councils, delivering urgent statutory social work interventions—including child protection, adult protection, and Mental Health Officer duties—whenever emergencies arise. Throughout 2024/25, this essential service continued to respond swiftly and effectively to those most in need.

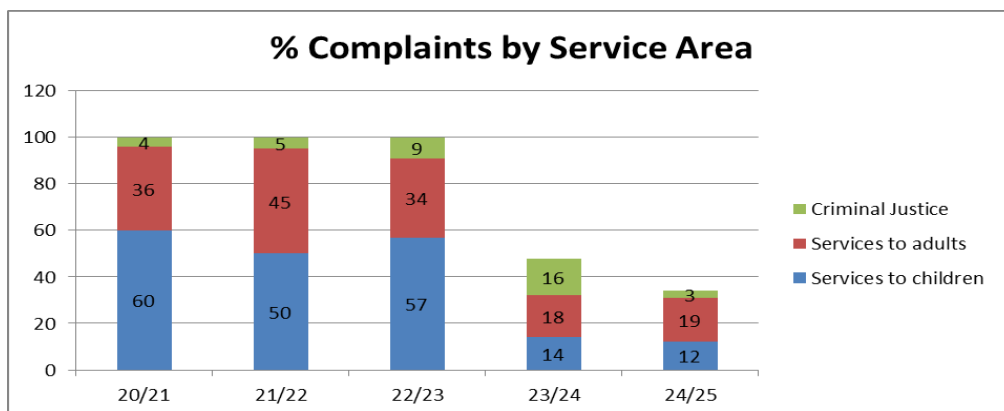
Staffing levels were maintained at 4.5 Senior Social Workers and one Manager, ensuring that two experienced social work professionals were always on duty per shift. The service’s resilience was further strengthened by an expanded pool of social work colleagues, including Mental Health Officers, from across all three councils—ready to step in whenever additional support was required. Hosted by Stirling Council, and based at Old Viewforth Stirling council headquarters, the EDT service has embraced a flexible blend of remote and office-based working. This approach has been especially valuable for training and inducting new backup colleagues, ensuring the team remains skilled, prepared, and responsive. Ongoing investment in staff development continues to be a cornerstone of the service’s success.

Clackmannanshire social work saw an overall increase in referrals compared to 2023/24, with a consistent rise across both adult and child care cases. This upward trend highlights growing demand for support and underscores the importance of responsive, coordinated services for individuals and families in need.

Clackmannanshire Referrals	2023/2024		2024/2025	
Children’s	617	45%	717	51%
Adults	741	54%	682	48%
Justice Services	22	1% (+.5)	10	1% (0.1)
Total	1380		1409	

5.5 Social Services Complaints

Between 1 April 2024 and 31 March 2025, Social Work Services received 34 complaints—a reduction of 14 compared to the previous year. Of these, 25 were resolved at Stage 1 and 9 at Stage 2, demonstrating effective early resolution. Notably, no complaints were escalated to the Scottish Public Service Ombudsman (SPSO) during this period, reflecting strong local management and responsiveness to concerns.



A breakdown of complaints by service sector reveals important trends:

- Children's Services: Complaints decreased by 14% (2 fewer cases), reflecting improved satisfaction or resolution in this area.
- Adult Services: Complaints increased slightly by 5% (1 additional case), indicating a stable but closely monitored area.
- Justice Services: Complaints dropped significantly by 81% (13 fewer cases), marking a substantial improvement in service delivery.

These shifts highlight areas of progress and ongoing focus, ensuring that feedback continues to drive positive change across all sectors.

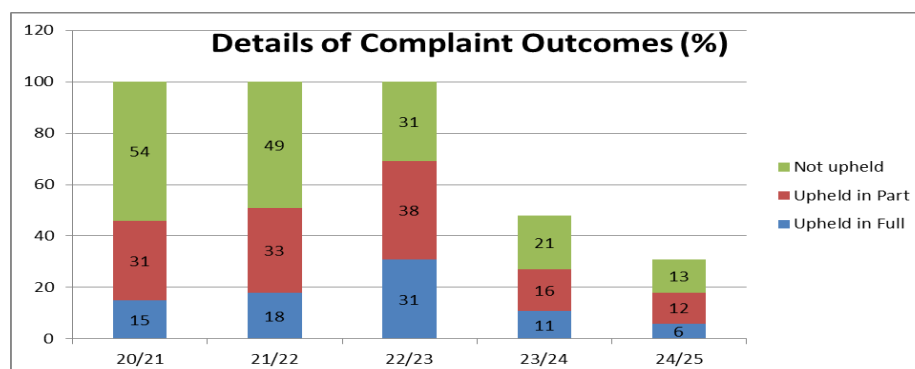
Service Area	20/21	21/22	22/23	23/24	24/25	% Change
Services to Children	60	50	57	14	12	14% decrease
Services to Adults	36	45	34	18	19	5% increase
Justice Services	4	5	9	16	3	81% decrease

Of the 34 complaints received, 17 (50%) were responded to within the target timescales—5 working days for Stage 1 and 20 working days for Stage 2. The remaining 17 (50%) exceeded these timescales, with delays affecting 13 Stage 1 and 4 Stage 2 complaints, primarily due to the complexity of the cases involved.

In terms of outcomes:

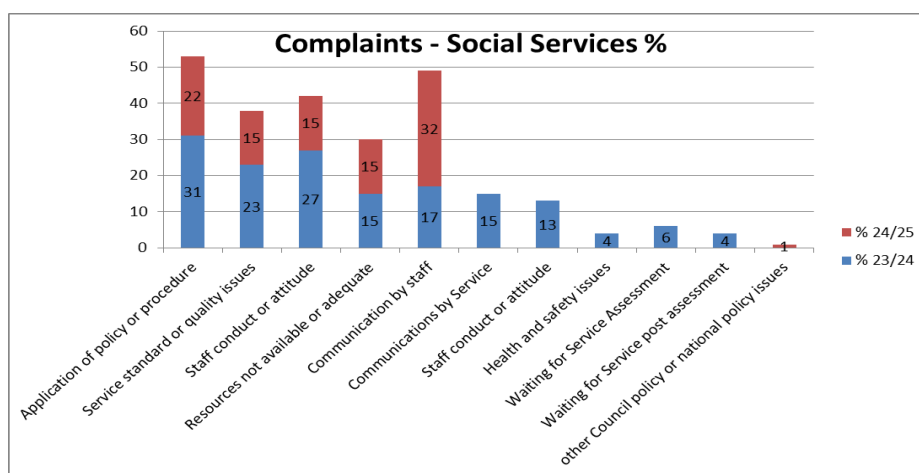
- 13 complaints were not upheld,
- 12 were partially upheld, and
- 6 were fully upheld.

This demonstrates a commitment to timely responses and transparent resolution, while also highlighting the ongoing challenge of managing complex cases within set timescales.



The reasons for complaints received across all social service areas are outlined in the table below.

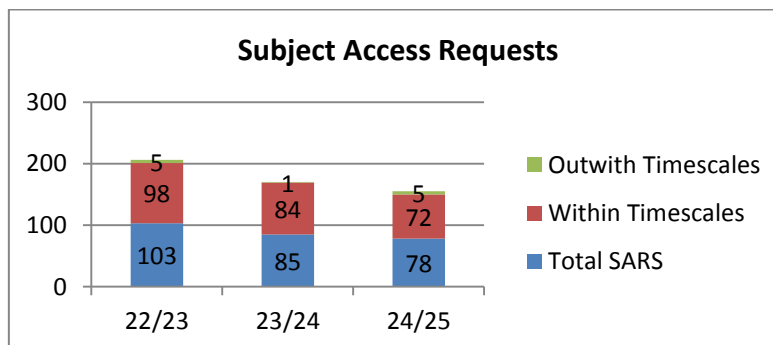
Complaints	% 23/24	% 24/25
Application of policy or procedure	31	22
Service standard or quality issues	23	15
Staff conduct or attitude	27	15
Resources not available or adequate	15	15
Communication by staff	17	32
Communications by Service	15	
Staff conduct or attitude	13	
Health and safety issues	4	
Waiting for Service Assessment	6	
Waiting for Service post assessment	4	
Other Council policy or national policy issues		1

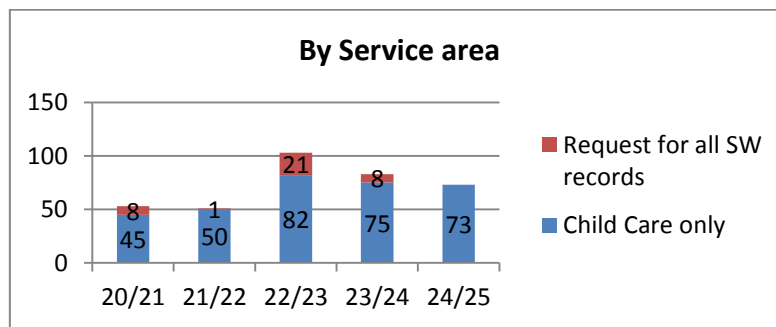


5.7 Subject Access Requests

During the 2024/25 period, Social Work Services received a total of 78 Subject Access Requests. Of these, 73 were related to Child Care and 5 to Justice Services. The majority were completed within the statutory timescales; however, 5 requests exceeded the deadline—3 from Justice Services and 2 from Child Care. These delays were primarily due to the complexity of the individual cases.

This work is carried out within existing service capacity, as no additional resources are allocated for processing Subject Access Requests.





5.8 Duty of Candour

All social work and social care services in Scotland are legally required to observe the Duty of Candour. This means that when an unintended or unexpected event results in death or significant harm—as defined by the Health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016—those affected must be informed, offered a sincere apology, and assured that the organisation will learn from the incident and implement improvements.

Between 1 April 2024 and 31 March 2025, there were no incidents within Clackmannanshire social work services that triggered the Duty of Candour. This reflects a continued commitment to safe, accountable, and person-centred practice across social work services.

6.0 Resources

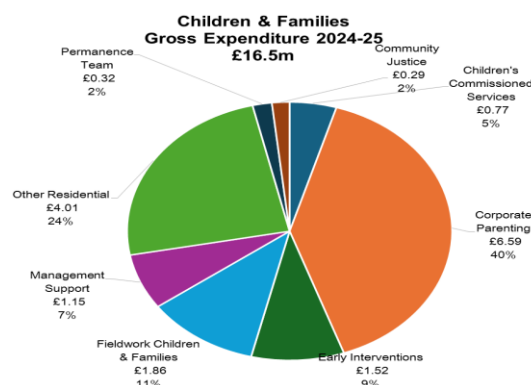
As Scotland’s smallest mainland local authority, Clackmannanshire faces unique challenges. Despite its modest population, the area experiences disproportionately high levels of poverty and complex social difficulties. This mismatch often results in significant shortfalls in budget allocations, making it harder to meet the needs of the community and address persistent inequalities.

6.1 Children’s Services

In 2024/25 the total budget allocated for Children’s and Justice Services was £18.819m.

Significant financial pressures continue to affect all areas of the service, driven by inflation, recruitment challenges, pay awards, and the rising costs of temporary and agency staff. Within Children’s Services, particular pressures relate to kinship payments, fostering, and residential care expenditure.

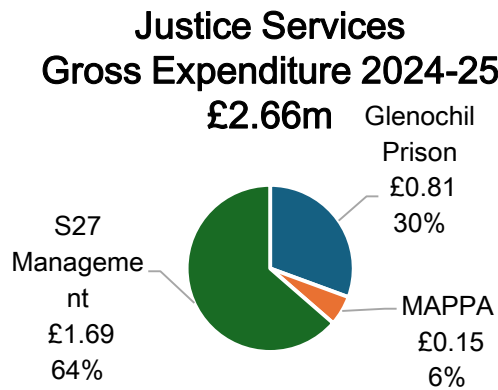
Despite these ongoing challenges, the service has made notable progress in reducing the number of external residential placements and developing more local support options. There is a sustained focus on expanding local care-based provision through Family Group Decision Making, Restorative Practices, targeted commissioning, and enhanced support for kinship and foster carers. These efforts are helping to build resilience within the community and ensure better outcomes for children and families, even in the face of financial constraints.



6.2 Justice Services

In 2024/25, total expenditure on Justice Services was £2.660 million. This included £0.796 million for the provision of a social work service at Glenochil Prison, which was recharged to the Scottish Prison Service. Core funding from the Scottish Government amounted to £1.672 million, leaving a shortfall of £192,000 against core expenditure of £1.864 million.

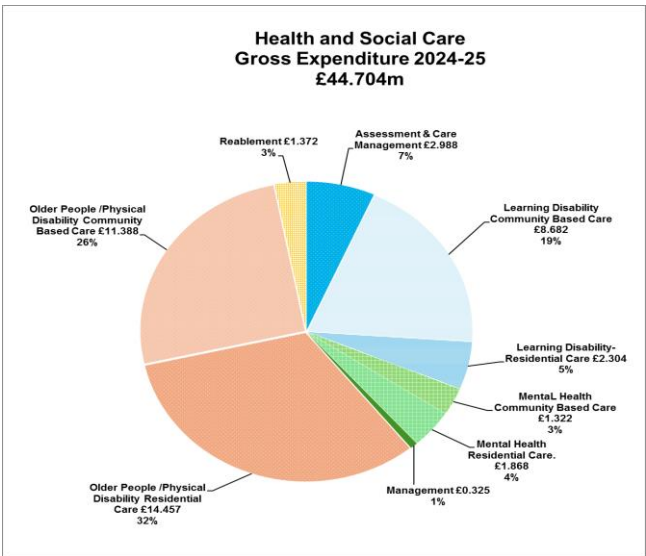
Justice Services continue to face significant financial challenges, with no funding uplift for the third consecutive year. These pressures are compounded by inflation, pay awards, and rising demand—particularly due to national policy shifts promoting community-based disposals. As a result, the Justice team is under increasing strain to meet its statutory responsibilities within a constrained financial environment.



6.3 Health and Social Care Partnership Services

In line with the Integration Scheme, Clackmannanshire Council allocated £28.853 million to the Clackmannanshire and Stirling Integration Joint Board (IJB), which in turn directed the same amount back to the Council to support Adult Social Care services. Combined with income from service users and other sources, this funding supported gross expenditure of £44.704 million on Adult Social Care in 2024/25.

For the financial year ending 31 March 2025, the IJB reported an overspend of £2.425 million on the Integrated Budget. Addressing this deficit will require a combination of reserve utilisation by the IJB and supplementary funding contributions from each of the three partner organisations. At the time of reporting, a dispute resolution process was underway to determine the final allocation of these additional payments. This situation underscores the ongoing financial pressures within Adult Social Care and reinforces the importance of collaborative approaches to ensure the sustainability of service delivery.



7.0 Workforce

Clackmannanshire Council continues to manage and develop its workforce amid ongoing operational and financial pressures, which present significant challenges to service delivery. National benchmarking from the Scotland's Local Government Workforce Report 2024 highlights widespread recruitment and retention issues across social work and social care—challenges Clackmannanshire shares. To address this, the Council is progressing workforce planning efforts, including the introduction of new planning dashboards across all directorates. These developments mark a positive step toward building a more resilient and future-ready workforce.

7.1 Workforce Planning

In addition to recruitment and retention challenges, supporting and developing the existing workforce remains a key priority—especially in the current climate of operational and financial pressure. The Council has introduced a range of corporate supports for staff and managers, including:

- A revised leadership development programme (market testing underway)
- A full calendar of Senior and Team Leadership Forums
- A focus on the CIPFA Local Code of Governance to drive upskilling, collaboration, and cross-service networking

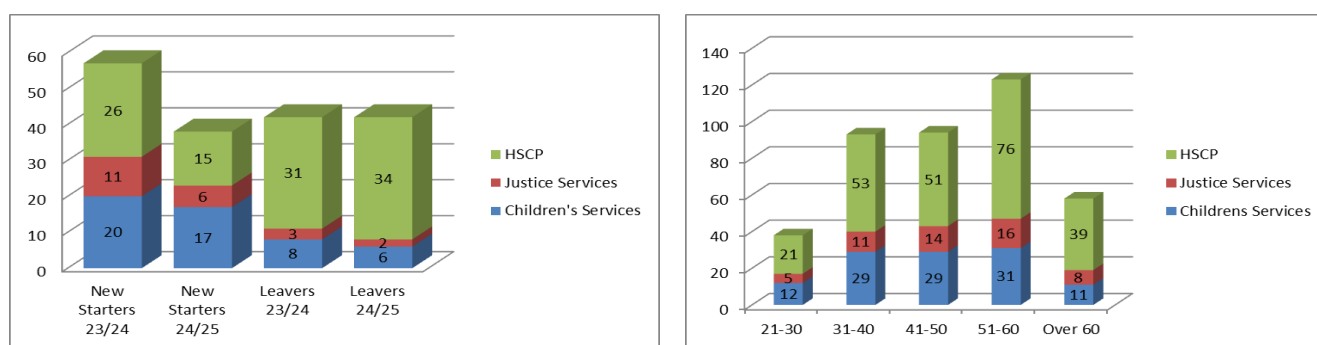
These initiatives reflect a shift toward more innovative, partnership-based workforce planning—essential for delivering sustainable services in the years ahead.

7.2 Workforce Capacity

National shortages of qualified social workers, as evidenced by the Scottish Social Services Council (SSSC) annual census, continue to impact recruitment and retention across local authorities. In Clackmannanshire, all social work teams face persistent recruitment challenges, with the highest vacancy rates in adults' and children's services. While agency staff have been used to fill gaps, this is not a sustainable long-term solution.

Currently, 60% of qualified social workers in children's services are newly qualified, while the adult services workforce is predominantly older, with a significant proportion aged 51 and above.

Workforce Data 2024/25



7.3 Staff Recruitment and Retention

Newly qualified social workers (NQSWs) in Clackmannanshire receive a comprehensive induction from their supervisors, aligned with the Scottish Social Services Council's (SSSC) supported first year and mandatory learning requirements. Within Children's Services, three NQSWs have recently completed this programme and submitted their Continuous Professional Learning (CPL) portfolios to the SSSC. Notably, one portfolio received exemplary feedback and will be used as a model for other local authorities. Staff report that this structured support has enhanced their confidence and competence in their early careers. Additionally,

clear career pathways have enabled progression to Senior Practitioner and Team Leader roles through service redesign.

Recruitment and retention remain significant challenges within the Clackmannanshire and Stirling Health and Social Care Partnership (HSCP), particularly at senior levels. Several leadership roles are currently filled on an interim basis, affecting stability, continuity in decision-making and long-term strategic planning. This reliance on temporary appointments limits the Partnership's capacity for sustained improvement and places additional strain on staff adapting to evolving leadership dynamics.

These issues reflect broader workforce pressures across the HSCP, where competition for skilled professionals is intense and demand for experienced leaders exceeds supply. In response, the Partnership's three employing organisations are working collaboratively to streamline recruitment processes while respecting individual organisational policies. This coordinated approach aims to reduce duplication, accelerate hiring timelines, and offer greater clarity to candidates. Strengthening cross-organisational alignment is key to enhancing recruitment efficiency and improving the Partnership's ability to attract and retain talent. Continued collaboration will be essential to building a resilient and sustainable workforce.

The challenges posed by an ageing workforce, particularly in care roles, persist. To complement our delivery and support of Foundation Apprenticeships and SCQF qualifications, we have introduced Modern Apprenticeships in Health and Social Care. We continue to collaborate with schools and higher education institutions, including Forth Valley College and the University of Stirling, to engage and support young people in pursuing careers in health and social care from an early stage.

Accredited Learning and Student Placements

During 2024/2025, Clackmannanshire Social Services supported the following accredited learning achievements:

SVQ Qualifications:

- 2 staff completed SVQ Level 2 (SCQF Level 6)
- 1 staff member completed SVQ Level 3 (SCQF Level 7)

Postgraduate Study:

- 1 staff member in Adult Services completed the Mental Health Officer (MHO) Award
- 3 staff in Children's Services completed qualifications in Leadership and Management, Practice Education, and Child Welfare and Protection

Student Placements (2024/2025)

- 7 student placements were provided:
- 4 students from the University of Stirling
- 3 internally employed staff completing their Social Work degrees via the Open University

Placement distribution included:

- 5 students in Children's Services
- 1 in Adult Services
- 1 in PBSW team, Glenochil Prison

Open University placements began in January 2025 and will conclude in July, with one staff member expected to qualify by October 2025.

7.4 Training and Development

7.4.1 Public Protection Training and Development

Throughout the year, we delivered a range of single and multi-agency training focused on child protection, adult support and protection, and violence against women and girls.

Core Training Initiatives:

- The *Public Protection Is Everyone's Responsibility* e-module remained mandatory for all Council staff, covering key areas including child and adult protection, VAWG, substance use, and offender management.
- Trauma-Informed and Trauma-Skilled training continued to be promoted via NHS Turas.
- Additional multi-agency training titled *When Services Fail to Engage* was made available.

Child Protection Training:

- Monthly *Child Protection for the General Workforce* sessions were delivered via MS Teams and offered as an e-module on the Council's platform.
- On behalf of Forth Valley, we facilitated *Initial Referral Discussion (IRD)* training and core thematic sessions three times annually, covering:
 - *Neglect (Neglect Toolkit)*
 - *Parental Substance Use (IPSU Framework)*
 - *Domestic Abuse (Safe & Together)*
 - *Risk Identification and Outcomes (National Risk Framework & Practice Model)*
 - *Vulnerable Baby Training*

These priorities align with the 2024–2027 Multi-Agency Public Protection Learning and Practice Development Workforce Strategy.

Specialist E-Learning Modules:

We continued to promote modules on:

- *Child Sexual Exploitation*
- *Criminal Exploitation Across the Lifespan*
- *Professional Curiosity and Challenge in Child Protection*

Multi-Agency Adult Support & Protection (ASP) Training

Training priorities identified by the Clackmannanshire and Stirling ASP Committee continue to focus on monthly *ASP for the General Workforce* sessions via MS Teams, also available as e-modules on the Council and NHS Forth Valley platforms.

On behalf of Forth Valley, we deliver quarterly *ASP Key Processes, Roles and Responsibilities* training, featuring inputs from Health, Police, Fire & Rescue, Trading Standards, and the ASP Lead Officer. Additional specialist training includes:

- *Carer Stress*
- *ASP Court Skills* (in partnership with COPFS)
- *Protection Orders*
- *51 Shades of Capacity*
- *Council Officer Refresher Training*
- *Council Officer and 3 Acts Training* (facilitated by Falkirk Council)

E-Learning Modules

We continue to promote key modules via our eLearning platform:

- *Making Protection Personal*
- *Person-Centred Recording*
- *Introduction to AWI*
- *Financial Harm Awareness*
- *Power of Attorney*
- *Defensible Decision-Making*

- *Professional Curiosity in ASP*
- *Criminal Exploitation Across the Lifespan*

IRISS Modules

Promoted through our multi-agency training calendar:

- *Working Together in ASP*
- *ASP Case Conferences*
- *Large-Scale Investigations*
- *Analysis in Social Care*

Violence Against Women & Girls (VAWG) Training

Multi-agency VAWG training priorities, as identified by the Child Protection Committee, Adult Support & Protection Committee and Clackmannanshire VAWG Partnership, have focused on:

- *Coercive Control & Domestic Abuse (Scotland) Act 2019*
- *MARAC*
- *Under Pressure*
- *Safe & Together briefings and 4-day Core Practice Training*
- *Responding to Disclosures of Rape & Sexual Assault*

We continue to promote the *Gender-Based Violence* e-module to Clackmannanshire practitioners via our eLearning platform. To support consistent delivery of public protection training in 2024/25, a multi-agency training calendar has been developed and is disseminated by the Clackmannanshire Learning & Practice Development Sub-group. A companion learning outcomes booklet outlines target audiences and objectives for each training session.

Single Agency training priorities

Children and Families practitioners participated in:

- *Child's Adoption and Permanence Report (CAPR) Training* (April 2024)
- *Safe and Meaningful Contact Training* (September 2024)

Additionally, four *Viewpoint* refresher sessions were delivered throughout 2024/25, supporting continued use of the online tool for capturing children and young people's views.

Challenges: Operational pressures have limited practitioners' ability to attend multi-agency public protection training.

Achievements: Despite these constraints, we maintained a high volume and frequency of multi-agency public protection training. We also successfully embedded the revised *National Child Protection Learning and Development Framework 2024* into our Multi-Agency Public Protection Learning and Practice Development Workforce Strategy (2024–2027).

7.5 Staff Wellbeing

Our employees are recognised as our most valuable asset, and their health and wellbeing are a top priority. The Council's Wellbeing Strategy provides comprehensive support to all our staff, including:

Clacks Academy (e-learning wellbeing resources)	Wellbeing Champions
Healthy eating guidance	Feeling Good Positive Mindset App
Cancer at Work Toolkits	Healthy Working Lives (HWL) Group
Occupational health services and PAM Assist	Mediation Service
Stress management classes	Flu vaccination programme
Online resources: Burnout Hub, SHOUT, Money Helper, Mental Health Check-Ins	Keep Well Health Assessment

8.0 Conclusion and Looking Ahead 2025-2026

Clackmannanshire's social work and social care services continue to operate in a rapidly evolving landscape shaped by rising demand, legislative change, financial constraints and workforce pressures. Over the past year, we have responded with determination—driving forward transformation, strengthening partnerships, and prioritising the wellbeing of our communities.

Looking ahead, we remain steadfast in our commitment to delivering high-quality, responsive social work and social care services—shaped by the voices of Clackmannanshire's people and communities, and designed to meet their evolving needs with compassion, integrity, and purpose.

In the year ahead, we will:

- Drive social work and social care service transformation through a new Target Operating Model, supported by a major investment in a modern Social Work IT system.
- Embed rights-based practice, advancing the UNCRC (Scotland) Act 2024 and delivering on our commitment to *The Promise* to drive meaningful change.
- Strengthen preventative support, expanding family-based care, supported housing and advance our redesign of youth justice services.
- Strengthen our multi-disciplinary, co-located justice hub that integrates recovery support and promotes early intervention.
- Improve adult services, with enhanced care models and streamlined referral pathways.
- Embed the successful hoarding and self-neglect initiative to scale person-centred support, build trust, and enable lasting recovery.
- Invest in our workforce, recognising that a skilled, supported team is essential to sustaining quality care.

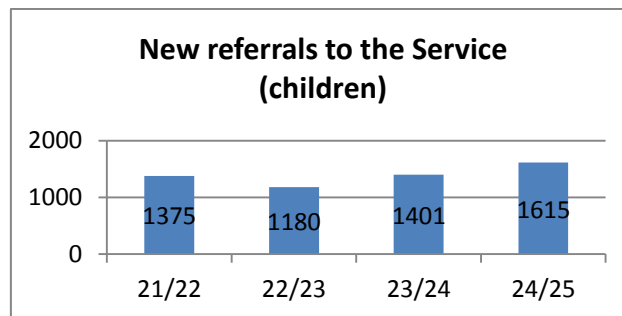
Delivering change, protecting communities, and investing in people remain our priorities and continue to guide everything we do. These commitments are at the heart of our shared vision in [Clackmannanshire's Wellbeing Economy LOIP 2024–2034](#): working together to reduce inequality, tackle the root causes and impacts of poverty and health disparities, and empower people of all ages to lead healthy, fulfilling, and thriving lives.

Sharon Robertson
Chief Social Work Officer

Appendix 1: Children's Services performance data 1 April 2024 to 31 March 2025

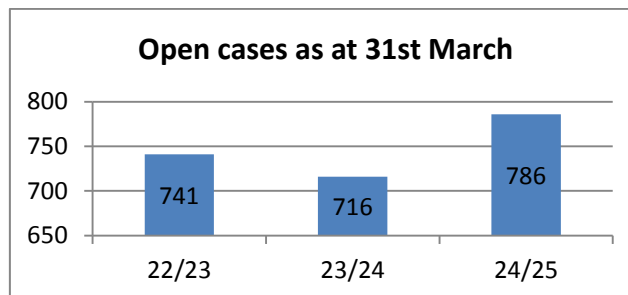
New Referrals/Requests for Assistance

There were **1615** requests for assistance in 24/25. This was a **13% increase** from 23/24 where there were **1401** requests for assistance (new referrals) in 2023/24. This was a **16%** increase from 2022/2023 where there were **1180** new requests for assistance.



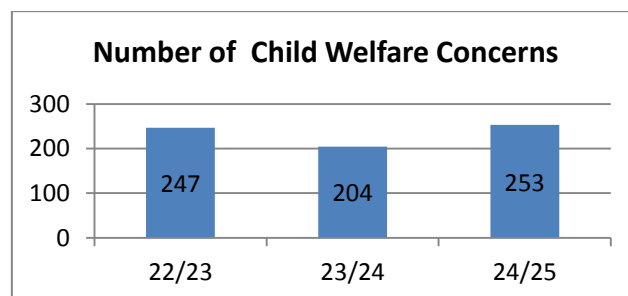
Children open to Children's Social Work Services

There were **786** open cases as at 31st March 2025. This was a **9% increase** from last year where there were **716** open cases as at 31st March 2024. This was a slight reduction to 22/23 where there were 741 open cases as at 31st March 2023 (3% reduction). There continues to be regular scrutiny of caseloads with no unallocated cases as at 31st March 2025.



Child Welfare Concerns

There were **253** child welfare concern referrals in 2024/25. This is an **increase** of **19%** from 23/24 where there were **204** child welfare concerns. This was a **17%** reduction from 2022/23 where there were **247**.

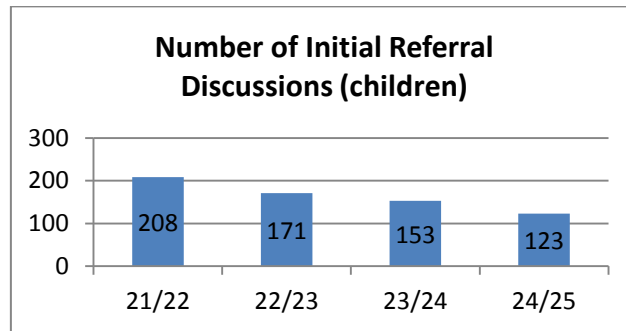


Number of child protection concerns

In 24/25 there were **120** child protection concern reports (number of children). This is a rate of 13.7 per 1000 0-15 year olds. This is an **8% increase** from 23/24 where there were **110** child protection concern reports which was a 23% reduction from 143 in 2022/23. This is a rate of 12.6 per 1000 0-15 years population which is a reduction from last year where the rate was 16.1 in 2022/23.

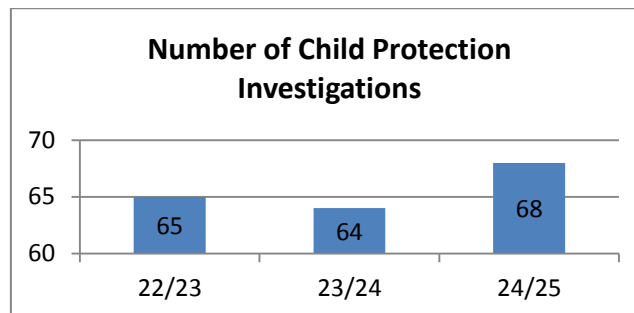
Initial Referral Discussions (IRDs)

There were **123** Initial Referral Discussions in 24/25 (rate of 14.1 per 1000 0-15). This is a **20% decrease** from 23/24 where there were **153** initial referral discussions. (rate of 17.6 per 1000 0-15 years) a decrease from 22/23 where it was 19.2 per 1000. There were 171 initial referral discussions in 2022/23 (rate of 19.2 per 1,000 0-15 years). This is a decrease of 18% from 21/22 where there were 208.



Child Protection Investigations (this count is investigations and not children)

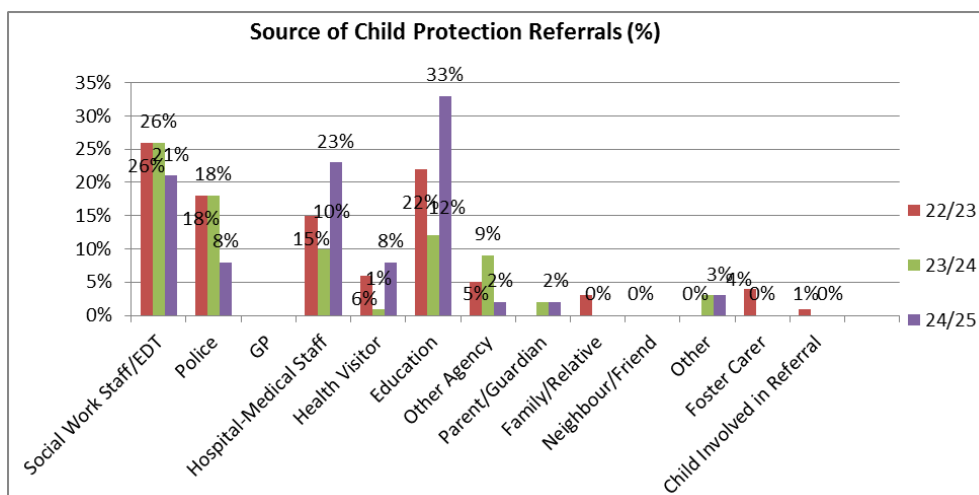
There were **68 child protection investigations** in 24/25 which is a **5%** increase from 23/24 where there were **64** child protection investigations. This is a decrease of one from 22/23 where there were 65. (28% decrease from 21/22 where there were 90).



24/25 The highest number of child protection concerns were from Education (33%) followed by Hospital Medical staff (23%) then Social Work/EDT (21%). Referrals from Police had been previously 18% for 23/24 and 22/23 whereas for 24/25 it was 8%.

23/24 Social Work/EDT (26%), followed by Police (18%) then Education (12%)

22/23 The highest number of child protection concerns were from EDT (26%), followed by Education (22%) then Police (18%). In 2021/22 Education (28%) were the highest referrers for child protection followed by EDT (23%) then Hospital/medical staff (20%).



Child Protection Investigations to Initial Child Protection Planning Meeting to Registration (April to March)

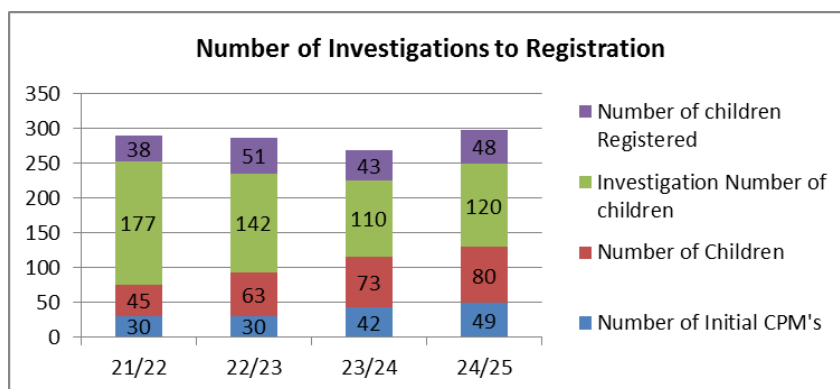
In 24/25 there were **49 ICPPM** relating to **80** children. This was **increase** from 23/24 where there were 42 Initial CPPM's (relating to 73 children). This is an increase from 22/23 where there were 30 Initial CPPM's (relating to 63 children).

In 24/25 there were **120 children subject to a child protection investigation**. 67% of children were subject to an Initial CPPM (80) and of those 60% were registered (48).

In 23/24 there were 110 children subject to a child protection investigation. 66% of children (73) were subject to an Initial CPPM and of those 59% were registered (43 children).

In 22/23 there were 142 children subject to a child protection investigation. The same year there were 30 Initial CPPM's (relating to 63 children). 44% of children subject to an investigation went to an Initial CPPM and of those 81% were registered (51 children).

In 21/22 there were 177 children subject to a child protection investigation. The same year there were 30 Initial Child Protection Case Conferences (relating to 45 children). 25% of children subject to an investigation went to an Initial Child Protection Case Conference and of those 84% were registered (38 children).



Child Protection Registrations (CPR)

The number of children and young persons on the Child Protection Register as at 31st March 2025 was **19 (rate of 2.18 per 1000 -15 years)**. Compared to the Scottish **rate of 2.38** per 1,000 of the 0-15 population (**source: annual Scottish Government return published 31st July 2024**).

The number of children and young persons on the Child Protection Register as at 31 March 2024 was 22 (rate of 2.52 per 1000 of the 0-15 population in Clackmannanshire). This is a reduction from 22/23 where there were 30 on the register (3.37 per 1,000 of the 0-15 population).

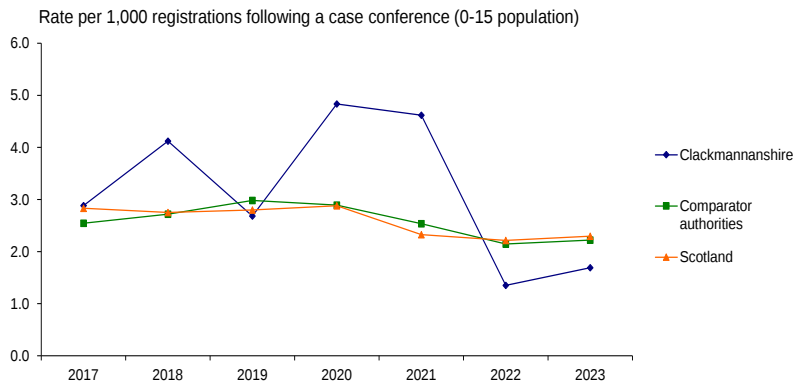
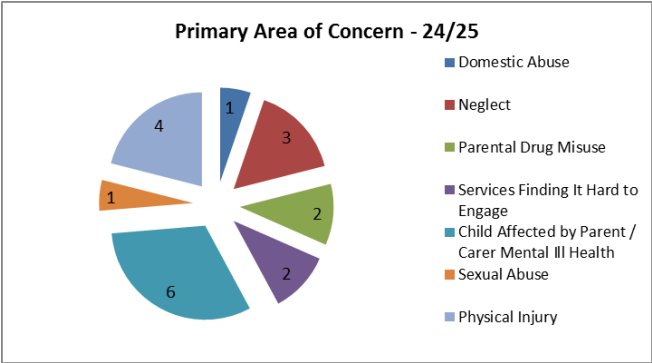
Outlined in the table below are the number of children on the register and the number of sibling groups that are registered.

As at	NUMBER OF CHILDREN ON REGISTER	TOTAL NUMBER OF FAMILIES	NUMBER OF SIBLING GROUPS	Number that are unborn babies/babies
March 2023	30	13	7	8
March 2024	22	13	5	8
March 2025	19	12	4	7

In 24/25 63% of the children on the CP Register as at 31st March were part of a sibling group. In 23/24 64% of the children registered were part of a sibling group. Previous years in 2023 80% were part of a sibling group, 2022 79% of the children registered were part of a sibling group and in 2021 77% were part of a sibling group. The percentage of sibling groups registered has remained fairly static over these years compared to the number of children registered, which further demonstrates the size of the sibling groups registered.

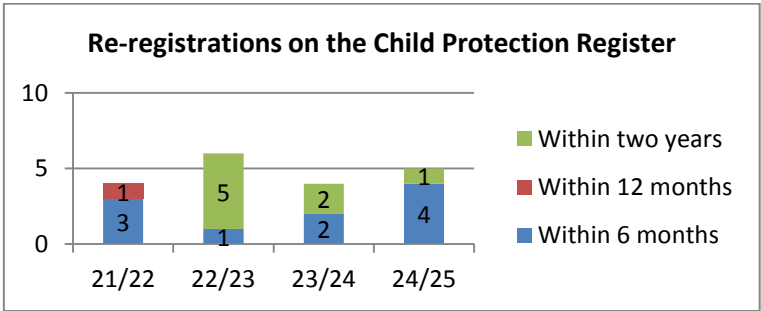
Child Affected by Parent Carer Mental Ill Health and then **Physical Injury** were the highest registered concerns for children on the register as at 31st March 2025. Domestic abuse and neglect were the highest

registered concerns for children on the register as at 31st March 2024 (this was the same for previous years 2021 2022 and 2023). In 2022/23 it was Neglect and then Domestic abuse.

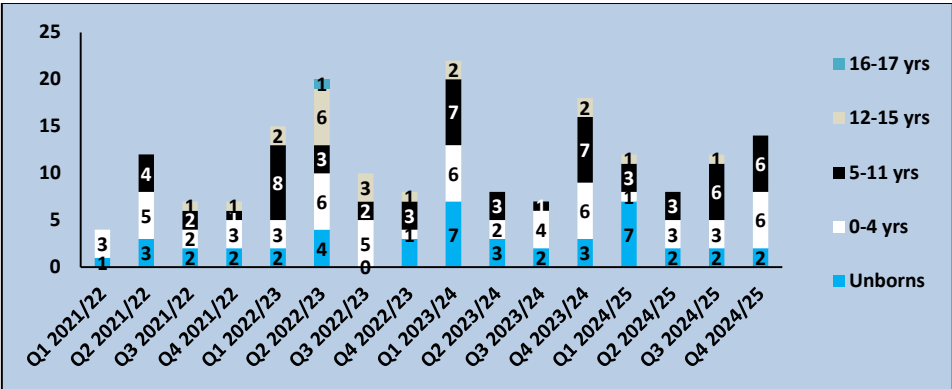


Source: The chart above is taken from the Scottish Government website and is a snapshot of children on the register as at 31st July. This is the same one as last year so no updated published data for this.

During 24/25 there were 4 children re-registered within 6 months and 1 child within 2 years. During 23/24 there were 2 children re-registered within 6 months and 2 children within 2 years. The previous year in 22/23 there was 1 child re-registered within 6 months and 5 children within 2 years. In 21/22 3 children were re-registered within 6 months and 1 within 12 months.



Age of Children at the point of Registration



The last 12 months on the chart (academic quarters August 24 – July 25) present **46** new registrations, 28% were unborn babies, 28% were 0-4 years, 39% were 5-11 years and 4% were 12-15 years.

The previous year 23/24 present a total of 55 new registrations, 33% are aged 0-4 and aged 5-11 years, 27% are unborn babies and 7% are 12 – 15 years. The previous year 22/23 there were 52 new registrations, 33% aged 0-4, 27% aged 5-11 years with 12 – 15 years accounting for 23% and unborn babies 15% of new registrations. The previous year there were 35 new registrations, 40% unborn babies, 31% 0-4 years and 26% 5-11 years and 2.85% age 12-15 years. *(Source: CPC Minimum Dataset academic quarters)*

Children Looked After

The total number of care experienced children and young people as of 31st July 2025 is **222*** a 5% increase from 31st July 2024 which was 210. (210 was a 6% reduction from July 23 where there were 225). **(*These figures have not been submitted to SG yet so could be subject to change).**

This is a **rate of 22.4** per 1000 of the 0-17 population. Scotland rate per 1000 is 11.7 taken from the SG website as at July 2024. *(Source: CLAS database and SG data from 2024).*

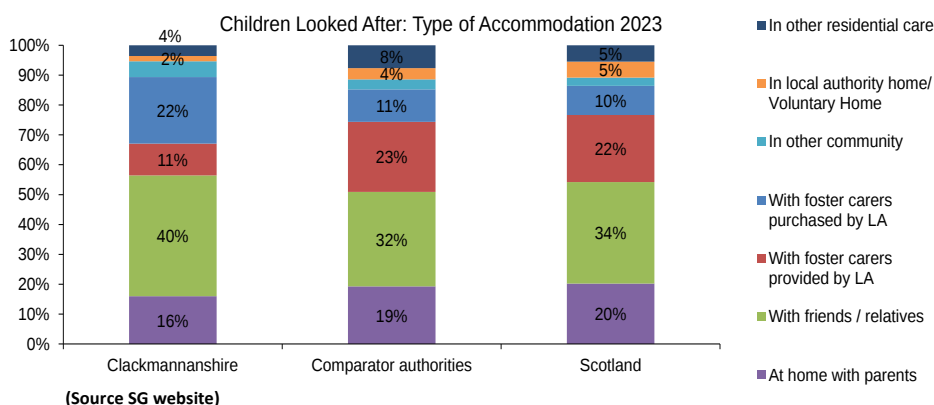
Of those care experienced children and young people “starting to be looked after” during 1st August and 31st July 2024, 22% were under 5 years of age, which is a slight increase from 23/24 where 19% were under 5 years of age. This was an increase of 3% from 21/22. *(Source: SG submission)*

The largest proportion of care experienced children and young people in 2024 continue to be looked after by **friends/relatives 39%**, 22/23 it was 40% (43% 2021/22), this is **higher** than the Scotland percentage of 35%. *(Source: SG website)*

In 2025 (data not yet published) **38%** are looked after by friends/relatives a slight decrease from 2024. *(Source: CLAS database)*

Clackmannanshire has a much higher use of external foster care provision for care experienced children and young people at 20% for 2024 a decrease from 2023 where it was 22% (21/22 24%) compared to the Scottish average of 10%. *(Source: SG website)*

In 2025 (data not yet published) the figure is higher at 22%. *(Source: CLAS database)*



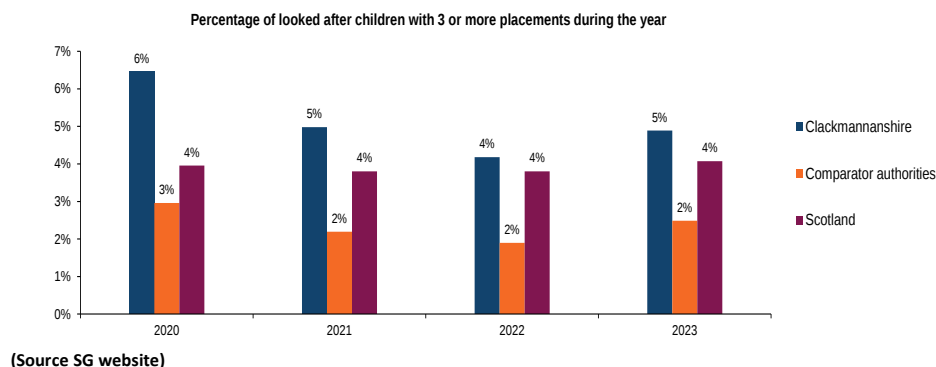
As at 31st March 2025 there were 217 looked after children. Children being accommodated with family/friends continued to be the highest with 77 (35%) of looked after children being in Kinship care.

Fostering and Adoption Services

As at 31st March 2025 there were **23** children placed in locally provided foster placements. A **4% decrease** from 31st March 2024 where there were 24. This was an 8% decrease from 2023 where there were 26 children in locally provided foster placements.

Kinship

As at 31 March 2025, 169 children were in Kinship placements (82 of which were residence orders) 77 were identified as looked after and accommodated through compulsory or voluntary measures. This was a 6% decrease from 185 children (75 of which were residence orders).



This calculation is based on any children with a new placement in that reporting period only.

For 2022-2023 4 children had 3 or more placements (total of 87 children who had a placement start date in the same period) = **5%**

For 2023-2024 5 children had 3 or more placements (total of 95 children who had a placement start date in the same period) = **5%**

For 2024-2025 3 children had 3 or more placements (total of 68 children who had a placement start date in the same period) = **4%**

(The number for 2021-2022 is 4 children from 82 that had a placement start date)= **4%**

Outwith Authority Placements

There were **73** looked after children outside of the Clackmannanshire area as at March 25 which is an **8% reduction** from 2024. There were 79 children as at 31st March 2024 which was a decrease of 10% from March 2023 where there were 88.

Aftercare

As at April 2025 there were **22** young people receiving **compulsory aftercare support** in Clackmannanshire which is a decrease of 8% from 2024 (24) (12.6 per 1000 population of 16-18 year olds)

As at April 2025 there were **20** young people receiving **discretionary aftercare support**. This is a 26% decrease from 2024 where there were 27 (5.67 per 1000 population 19-25 year olds).

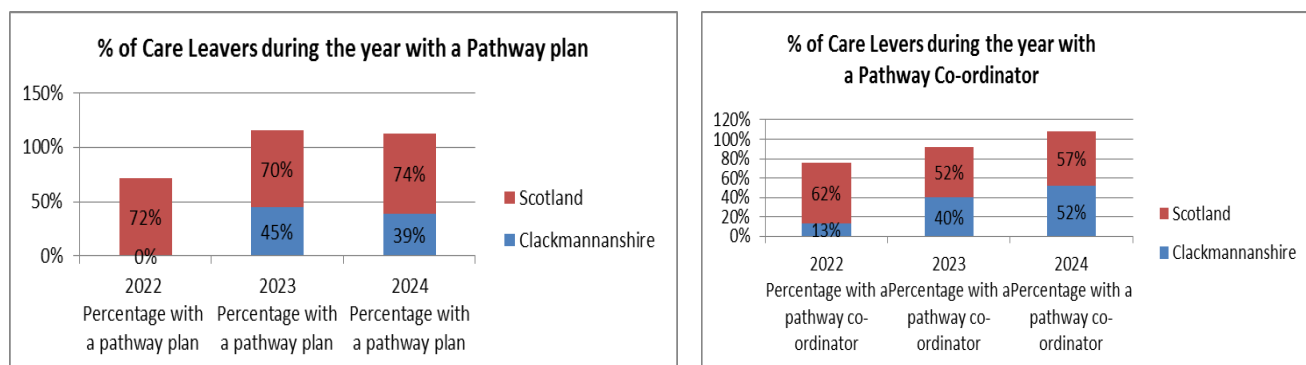
Therefore within Clackmannanshire there are a total of **42** young people receiving **aftercare services as at 31st March 2025** which is a rate of 7.98 per 1000 of 16-25 year olds.

Compared to Scotland where 4,454 were receiving aftercare services on 31 July 2024 – up 7% on 31 July 2023 (4,151). This is a rate of 5.77 per 1000 of 16-25 year olds. (Source – SG Annual Return July 2024)

Pathway Reviews - From 1st April – 31st March 2025 64 Pathways Reviews scheduled for Young People. **58%** (37) took place. This was a **13% reduction** from last year where there were 68 Pathway reviews scheduled for Young People. 71% of those reviews took place.

Care leavers (over the age of 16 years) during the year with a Pathway Plan and Pathway Co-ordinator

(Source SG website)



Continuing Care

There were **7** young people in continuing care placements as at 31st July 2025. This was a 14% increase from last year.

There were 3 young people in continuing care placements as at July 2023 a reduction by one from 2022 where there were 4. As at 31st July 2024 there were 6 young people in continuing care placements, an increase of 50%.

SCRA

In 2024/25, **123** children were referred to the Children's Reporter, 2% more than the previous year. The highest proportion of referrals came from Social Work (48%) and then 33% from Police. The highest referral was in relation to lack of parental care (48%) followed by committed an offence (23%).

In 2023/24, 121 children were referred to the Children's reporter, 2% more than the previous year. The highest proportion of referrals again came from Police (61%). The highest referral was in relation to lack of parental care (44%) followed by committed an offence (26%).

In 2022/23, 118 children were referred to the Children's reporter, 27% less than the previous year. The highest proportion of referrals came from Police (65%). The highest referral was in relation to parental care/neglect which accounts for 25% of the referrals followed by committed an offence (20%) and experienced domestic abuse (10%). This mirrors the National picture for Scotland where 80% of referrals were received from Police and the highest referrals were in relation to parental care/neglect (30%), committed an offence (24%) and then experienced domestic abuse (19%).

Across Scotland the highest number of referrals was from Police - 76.1% and the highest referral was in relation to lack of parental care (29%) and then committed an offence (25%). Nationally, the number of children referred decreased by 4% compared to 2023/24.

The number of children referred to the Reporter has decreased for the second year. This is only the second year where the number of children referred to the Reporter has been below 10,000. The other year was 2020/21 which was heavily influenced by the pandemic. (Source: SCRA website)

Appendix 2: Adult Support and Protection performance data 1 April 2024 to 31 March 2025

Total number of referrals between **1 April 2024 and 31 March 2025** was **849** compared to **687** in 2023-24 which represents a **23.5%** increase in comparative years.

Source of referrals	Number of referrals 2022/23	Number of referrals 2023/24	Number of referrals 2024/25
NHS	65	141	170
GPs	8	17	18
Scottish Ambulance Service	17	12	28
Police	52	55	70
Scottish Fire & Rescue Service	11	20	17
Office of Public Guardian	1	0	2
Mental Welfare Commission	0	0	0
Healthcare Improvement Scotland	0	0	0
Care Inspectorate	13	1	4
Other organisation	471	339	400
Social Work	27	30	35
Council	61	29	20
Self (Adult at risk of harm)	0	9	5
Family/Friend/Neighbour	17	2	27
Unpaid carer	0	2	0
Other member of public	1	1	0
Anonymous	4	0	0
Others	20	29	53
Total	768	687	849

Total number of investigations commenced under the ASP Act between 1 April 2024 and 31 March 2025 was **18**.

Number of investigations commenced for the following age and gender.									
Age Group	2022/23	2023/24	2024/25	Number of investigations by age and gender					
				Male	Female	Male	Female	Male	Female
16-18	0	0	1	0	0	0	0	1	0
19-24	2	3	2	0	2	3	0	1	1
25-39	4	4	3	1	3	2	2	1	2
40-64	11	6	3	4	7	3	3	1	2
65-69	0	4	2	0	0	3	1	1	1
70-74	5	1	3	2	3	0	1	2	1
75-79	4	2	1	3	1	2	0	0	1
80-84	3	2	1	2	1	1	1	1	0
85+	5	8	2	2	3	6	2	1	1
Not known	0	0	0	0	0	0	0	0	0
Total	34	30	18	14	20	20	10	9	9

Number of investigations commenced for clients in the following primary main client group			
Client groups	Number of investigations by client groups 2022/23	Number of investigations by client groups 2023/24	Number of investigations by client groups 2024/25
Dementia	5	3	2
Mental health problem	2	5	2
Learning disability	5	6	2
Physical disability	15	12	9
Infirmary due to Age	3	1	0
Substance misuse	3	2	0
Other	1	1	3
Total	34	30	18

Type of principal harm which resulted in an investigation (as defined under the ASP Act)			
Type of principal harm which resulted in an investigation	Number of investigations 2022/23	Number of investigations 2023/24	Number of investigations 2024/25
Financial Harm	7	9	4
Psychological harm	7	1	7
Physical harm	9	11	0
Sexual harm	2	0	1
Neglect	9	3	5
Self-harm	0	5	1
Other	0	1	0
Total	34	30	18

Location the principal harm take place which resulted in an investigation (as defined under the ASP Act)			
Location of principal harm which resulted in an investigation	Number of investigations under the ASP Act 2022/23	Number of investigations under the ASP Act 2023/24	Number of investigations under the ASP Act 2024/25
Own home	19	18	11
Other private address	1	0	0
Care home	6	3	1
Sheltered housing or other supported accommodation	0	1	0
Independent Hospital	0	0	0
NHS	3	2	2
Day centre	0	0	1
Public place	0	0	0
Online	0	1	0
Other	0	1	3
Not known	5	4	0
Total	34	30	18

Number of cases were subject to an ASP Case Conference			
Type of ASP Case Conferences	Number of ASP Case Conferences 2022/23	Number of ASP Case Conferences 2023/24	Number of ASP Case Conferences 2024/25
Initial ASP case conference	11	26	21
Review ASP case conference	9	34	41
ASP case conference	0	0	0
Total	20	60	62

Report to: Audit & Scrutiny Committee

Date of Meeting: 30th October 2025

Subject: Health & Safety Annual Report 2024/25

Report by: Health & Safety Manager

1.0 Purpose

- 1.1. This report provides the 2024/25 annual report on Health & Safety performance across the Council.

2.0 Recommendations

- 2.1. The Committee is asked to note the report, commenting and challenging as appropriate.

3.0 Considerations

- 3.1. The Council has a legal duty to ensure the health and safety of its employees and anyone who comes into contact with the services we provide as well as ensuring no person comes to harm. This helps prevent loss or damage to property, disruption due to incidents and claims being made against the Council.
- 3.2. The Health & Safety Strategy 2022-2025 was approved by Council on 6th October 2022 followed by the approval of a Wellbeing Strategy on 1st December 2022. These strategies provide a framework for the work the Health and Safety Team leads on.
- 3.3. Significant work has been undertaken over the last year to continue improvements in the health and safety culture across the organisation.
- 3.4. The report as presented provides detail of this activity, enforcement activity by external bodies and performance measures that took place over the year.
- 3.5. During 2024/25 the Health & Safety Team focussed on ensuring that managers understood the risks that their team face and that appropriate risk assessments are in place and understood.
- 3.6. Work continues to ensure the Council fully meets its legal obligations. No enforcement action was taken against the Council for Health & Safety breaches during 2024/25.

4.0 Sustainability Implications

4.1. None noted.

5.0 Resource Implications

5.1. *Financial Details*

5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes ☒

5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes ☒

5.4. *Staffing*

6.0 Exempt Reports

6.1. Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☒

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) Our Priorities

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all ☐

Our families; children and young people will have the best possible start in life ☒

Women and girls will be confident and aspirational, and achieve their full potential ☒

Our communities will be resilient and empowered so that they can thrive and flourish ☒

(2) Council Policies

Complies with relevant Council Policies ☒

8.0 Impact Assessments

8.1 Have you attached the combined equalities impact assessment to ensure compliance with the public sector equality duty and fairer Scotland duty? (All EFSIAs also require to be published on the Council's website)

Yes ☐

8.2 If an impact assessment has not been undertaken you should explain why:

An Equality Impact Assessment (EQIA) and Fairer Scotland Duty Assessment have not been prepared as this is an annual report and does not relate to a new policy or strategy.

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes ☒

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 – Health & Safety Annual Report 2024/25

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes ☐ (please list the documents below) No ☒

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Seonaid Scott	Health & Safety Manager	X 2174

Approved by

NAME	DESIGNATION	SIGNATURE
Chris Alliston	Strategic Director – Partnership & Performance	

Health and Safety

Annual Report **2024–2025**

**Be the
Future**



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1. INTRODUCTION

1.1 Aims and Objectives

In order to manage Health and Safety (H&S) effectively, it is essential to carry out and report on periodic reviews of H&S performance. This report aims to provide senior management and Elected Members with insight into the deployment of H&S across the Council. Management information is included for the period 1st April 2024 to 31st March 2025. Information relating to the use and performance of the Occupational Health contract is also considered.

The report also provides information on H&S risks and any enforcement action / Health and Safety Executive (HSE) involvement where the effectiveness of internal controls and H&S risk management have not achieved their intended aim(s).

The Council uses the system set out in the HSE publication *Managing for Health and Safety (HSG65:2013)* as the basis for its H&S Management System. This is based on the principles of Plan, Do, Check and Act which are common to many management systems.



The ultimate objective of this report is to monitor performance and to provide an indication of the level of assurance on the achievement of statutory compliance.

1.2 H&S Team goals

The H&S Team aims to ensure, as far as is reasonably practicable, that Council business is conducted and services are delivered without causing harm or ill health to our staff, or any others affected by our activities. Advice provided on the management of H&S will be reasonable, proportionate to the level of risk and benchmarked with similar organisations. The team also manages the Council Occupational Health Services contract. The H&S service contributes to maintaining a healthy workforce, improving efficiency, reducing costs and claims, managing risk and reducing absence.

The central H&S Team satisfies the statutory requirement to appoint an adequate number of competent persons to assist the Council to comply with its legal duties, without removing the direct responsibility on Services to assess risk and operate in a safe manner.

Over the 2024/25 financial year the main focus of the team has been in ensuring that managers understood the risks that their team faced in their day to day activities. Work has then been ongoing to ensure that these risks are covered by appropriate risk assessment. The continuation of an internal IOSH Managing Safely programme supports this by ensuring that managers understand their legal responsibilities.

2. EXECUTIVE SUMMARY

Highlights from the range of work undertaken from the period 2024-25 include:

- No enforcement action taken against the Council.
- An incident rate which is significantly below the average for UK Public Administration organisations.
- Development or review of 11 policies,
- Delivery of 77 training courses
- Completion of 58 risk profiling meetings,
- Completion of 602 Health Surveillance checks,
- Support provided through 86 contacts with PAM Assist and 27 referrals to Physiotherapy,
- 44 Stress Risk Assessments completed and analysed
- Support across the organisation to review and update 1300 risk assessments,
- Ongoing development of Evotix system.

All of the above activities support the Council in achieving statutory compliance and enhancing the health, safety and wellbeing of staff.

3. PERFORMANCE - H&S MANAGEMENT SYSTEM

3.1 Key Performance Indicators

In October 2022 Council approved a new Health & Safety Strategy. This set out an action plan with key performance indicators around five themes:

- Leadership & Management
- Competence
- Risk Management
- Health and Wellbeing
- Collaborative/Partnership working

A Wellbeing Strategy was approved in December 2022 which included 6 key objectives of:

- Promote and improve positive mental health and wellbeing for all employees
- Promote an open and supportive leadership culture where mental health and wellbeing issues can be raised and dealt with effectively
- Ensure effective and consistent wellbeing communication to help identify and tackle organisational issue that negatively affect mental health and wellbeing within teams
- Adopt and implement a more proactive approach to managing work related stress
- Provide employees experiencing mental health and wellbeing problems with access to professional assistance and support
- Reduce barriers to employment and support employees who have experienced, or are experiencing, mental health and wellbeing problems/issues

The performance against both strategies is available at Appendix 1 & 2.

3.2 Statutory Breaches & Enforcement Action

There was no enforcement action taken against the Council by the Health & Safety Executive in the 2024/25 period. The HSE undertook visits to several Council properties as part of a national campaign on the management of asbestos in public buildings, and the Inspector was satisfied that we had good control measures in place.

Scottish Fire and Rescue Service have continued to carry out regular fire safety audits across the Council estate with no major improvements required.

3.3 Significant Incidents/Accidents

During 2024/25 there were no HSE investigations following the reporting of accidents under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).

3.4 Accident Data

Incident reporting is now well established using the Evotix Assure online system.

Table 1 below summarises the accident data for the financial year 2024/25. Previous years are included for comparison. The Accident Incidence Rate is a standard calculation for reporting accident rates across different industries. Our incident rate has dropped dramatically compared to last year and our rate is around a sixth of the average for Public Administration organisations.

TABLE 1 – COUNCIL ACCIDENT STATISTICS				
Number of Reports	2021/22	2022/23	2023/24	2024/25
Staff	532	670	787	957
Others*	1903	1191	1178	1311
RIDDOR (HSE) reportable accidents within the above				
Staff	9	10	15	7
Others	6	3	17	9
Staff accident incidence rate (AIR) (Total RIDDOR reportable x 100,000 / FTE employees)	9 x 100000 / 2127 = 423.13	10 x 100000 / 2094 = 477.55	15 x 100000 / 2127 = 705.22	7 x 100000 / 2074 = 337.51

*Others include school pupils, care home residents and general members of the public

There has been a further increase in the number of incidents reported, which is due to regular promotion of the need to and benefits of reporting, both from management and trade unions. The biggest increase has been in reporting of incidents of violence and aggression, particularly across People services where 786 of the 844 incidents reported (93%) were related to violence and aggression.

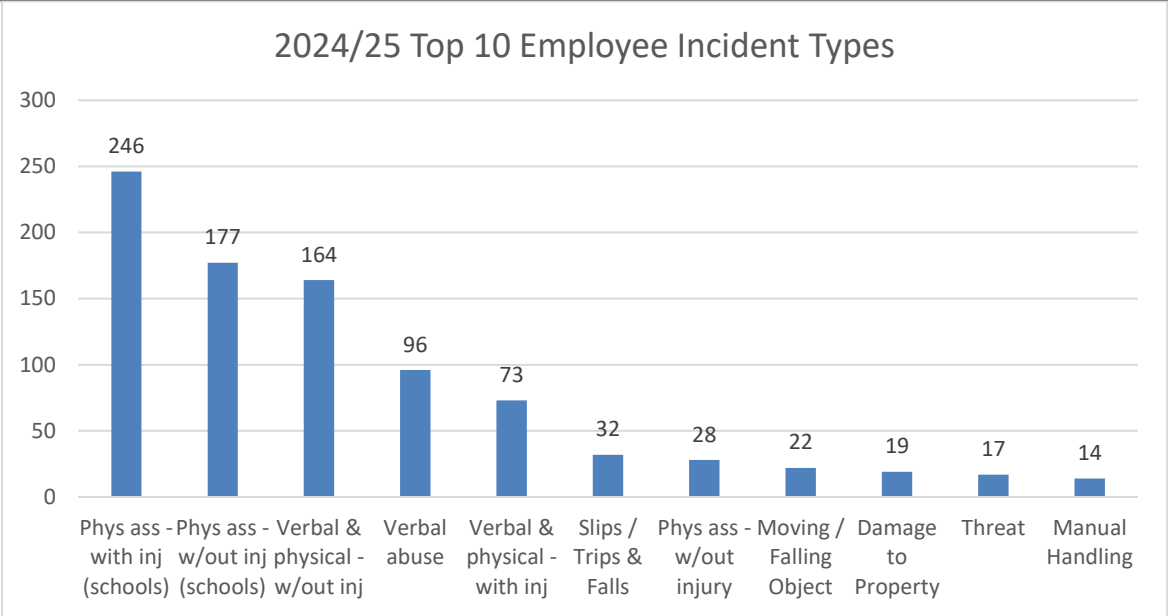
There has been a significant drop in the number of incidents which required reporting to the Health & Safety Executive under RIDDOR. One incident involved a specified injury while six were due to injuries which prevented the employee carrying out their normal duties for more than seven days. Table 2 illustrates the proportion of incidents across all services areas.

TABLE 2 – COUNCIL STAFF ACCIDENT STATISTICS – by Directorate												
	P&P			People			Place			HSCP		
	22/23	23/24	24/25	22/23	23/24	24/25	22/23	23/24	24/25	22/23	23/24	24/25
Non RIDDOR	1	5	5	596	650	842	55	58	62	11	57	41
RIDDOR	0	0	0	9	8	2	1	5	3	0	2	2
Total	1	5	5	605	658	844	56	63	65	11	59	43

All accident reports are scrutinised by the H&S team, and action is taken where required to prevent a reoccurrence (in particular where trends are identified). Since April 2021 all incidents are reported via the Evotix Assure system, which allows all managers to see accident data in real time.

Figure 1 displays the top ten incident types for 2024-25. The highest type of incident was physical assaults, with over 97% of these taking place within educational establishments. This includes any incident where someone made contact with another person whether intentionally or accidentally. This is not unique to Clackmannanshire, and the Scottish Government recently produced guidance on managing these risks in schools. The risk of violence and aggression towards staff has now been added to the corporate risk register.

Figure 1



3.5 Audits

Site Visits

58 meetings were held to complete the risk profiling exercise started in 2023/24.

Following this, the programme of general health and safety visits restarted. 23 visits were undertaken during the period with actions now being tracked using the Evotix system. 348 actions were raised with 265 (76%) confirmed as completed.

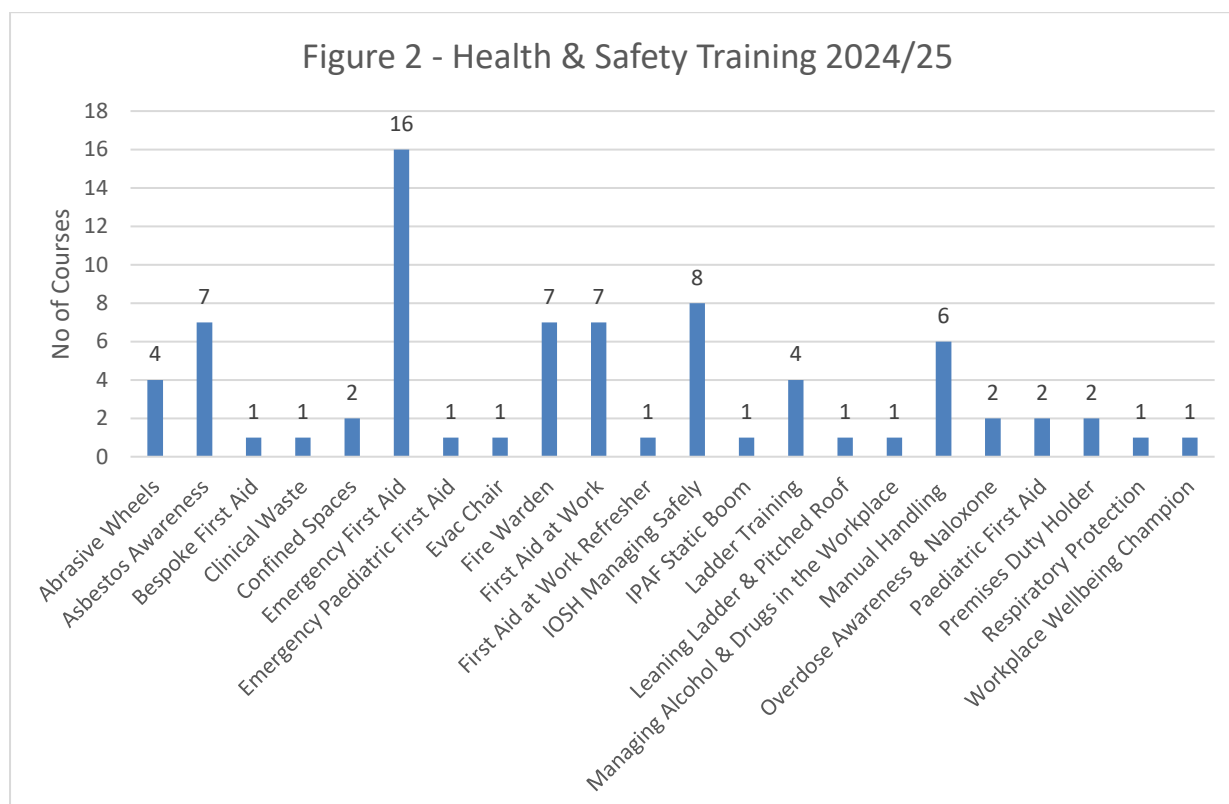
Work has continued over the year to develop a suite of topic audits. These will ask all managers to complete a questionnaire covering the basics of a topic like Fire which allows us to ensure that all teams in a building such as Kilncraigs have appropriate safety measures in place. These will launch during the 2025/26 year.

In addition to this, the Health & Safety team have completed a number of visits to worksites. The main issue identified from these visits has been a failure to wear Personal Protective Equipment (PPE) correctly. Toolbox talks have been undertaken to help resolve these issues.

3.6 Training

H&S training plays a significant role in reducing overall H&S risk. In 2024/25 there were 77 events arranged through the Health & Safety team to address aspects of health and safety.

Figure 2 details the H&S training courses during the financial year 2024/25.



Our First Aid & Training Officer changed during the year with the new postholder bringing different skills to add to our existing courses. This post has increased the amount of training available to employees, while reducing the cost of such training to the Council (by delivering courses in house, rather than relying on external providers). It has also allowed courses to be run more flexibly to accommodate different working patterns. The post has continued to generate some income from providing training to external organisations and participants.

A revised approach to mandatory training started in 2024/25. This sees the programme of training split over three years to balance the time commitment to complete these with other demands on officer's time. In 2024/25 the safety course was Basic Fire Awareness which had an overall completion rate of 71.3% which is over double previous levels of compliance. The programme has continued into 2025/26 with First Aid, an Introduction to Health & Safety and Display Screen Equipment courses due to be completed.

In addition, Toolbox Talks have been developed for key aspects of Health & Safety. Table 3 shows the number of employees who have received these since 2022. The work currently being carried out in the skills matrix project will help confirm who should receive each of these toolbox talks and allow more full reporting in future years.

TABLE 3 – H&S Toolbox Talks (staff attendance levels)			
Subject	2022/23	2023/24	2024/25
H&S Policy	319		
Fire Safety Policy	326		
Construction (Design & Management) Policy	4		
Accident Reporting & Investigation Policy	337	32	12
Management of Asbestos Policy	4		
Management of Contractors Policy	4		
Covid 19 Guidance for Care Homes	40	42	
Winter Working		14	
Adverse Conditions	21		
Air Suspension	7		
Clinical Support Access	16		
Risk Assessment	4	13	
Electrical Cooking Appliances	21		
Electrical Safety	11		18
First Aid	11		
Seat Belts	11		
Health Surveillance	4		
Healthcare Framework	19		
Introduction to Health & Safety	16		12
Slips, Trips & Falls	16		15
Legionella Prevention	4		
Lifting Equipment & Lifting Operations (LOLER)	13		
SSSC Registration	21		
Isolation Procedures	10		
Personal Protective Equipment	4		
Provision & Use of Work Equipment (PUWER)	4		
Rewiring / Electrical Equipment	20		
Portable Heaters & Fans	21		
Working on Vehicles	8		
Working at Height		4	5
Menopause support		16	
Vaccination		14	
Mental Health		27	7
Fire Evacuation		17	48
Healthy Eating		11	
Lone Working			16
Manual Handling			12
Near Miss Reporting			16
Alcohol & Drugs Policy			121
Care Inspectorate Visit			20
Falls & Frailty			17
Recording Infections			18
Vehicle Daily Checks			6
TOTAL	1296	180	343

Additional resource has been employed within the Property Team and this, along with a more systematic approach to Toolbox Talks, are starting to show an improvement in uptake.

4. OCCUPATIONAL HEALTH PROVISION

The Occupational Health Provision (OHP) is an important risk/absence management tool, allowing the Council to optimise productivity whilst reducing costs related to health issues. OHP's perform the following functions:

- Identification of the legacy of impairment/disease in new employees and the establishment of a 'baseline' of health.
- Pre employment health assessment.
- Advising on adjustments as required to comply with the Equality Act 2010.
- Identification of work-related disease and defence in the event of legal challenge.
- Provision of advice on preventing/minimising work-related illness.
- Compliance with statutory health surveillance requirements.
- Assessment of fitness for work during and after illness/disease onset and recommending adjustments and restrictions to reduce absence costs.
- Employee Assistance such as Counselling, CBT, EDMR.
- Physiotherapy.

The main OH provider was Health Partners, with Employee Assistance provided by PAM Assist and Physiotherapy provided by Framework.

The Council has participated in work to set up a national contract through Scotland Excel and it is anticipated that this will provide significant benefit to the Council in terms of value for money. The revised contract will start in April 2026.

4.1 OH (Management) referrals

Table 4 below shows the number of referrals made to our OHP. These are mainly made by managers in relation to employee attendance issues, but occasionally may be made to request advice in cases where there has not been any absence.

TABLE 4 – REFERRALS TO OCCUPATIONAL HEALTH SERVICE – CONTRACT USAGE				
Referral Type	Number of referrals 2021/22	Number of referrals 2022/23	Number of referrals 2023/24	Number of referrals 2024/25
Management referrals	489	511	353	126
Pre employment screening	439	562	473	351
Case conferences	0	0	1	2

The number of management referrals has decreased significantly as more cases required an Occupational Health Physician which comes as a greatly increased cost, so a triage system was implemented to ensure best value. The number of pre employment screening requests reflects recruitment activity across the Council.

4.2 Health surveillance

Health surveillance checks are required by legislation and include checks for:

- Noise Induced Hearing Loss;
- Hand Arm Vibration Syndrome;
- Occupational Asthma / lung function;
- Occupational Dermatitis (skin);
- Night worker medicals;

Table 5 below shows the number of staff attending OH for statutory health surveillance appointments over the last three years. There are 225 individual staff members currently included in the health surveillance programme and 39 staff on the night worker medicals programme.

Health Partners provide the initial surveillance checks in a mobile van which attends Council workplaces for employees to attend their appointments. This reduces the time away from work for employees to attend. 93 employees had a further follow up appointment – the vast majority of these were telephone calls.

TABLE 5 – Health Surveillance Appointments			
	2022/23	2023/24	2024/25
HAVS	68	114	98
Audiometry	124	136	114
Skin checks	199	234	194
Lung checks	201	234	194
Night worker assessment	5	2	2

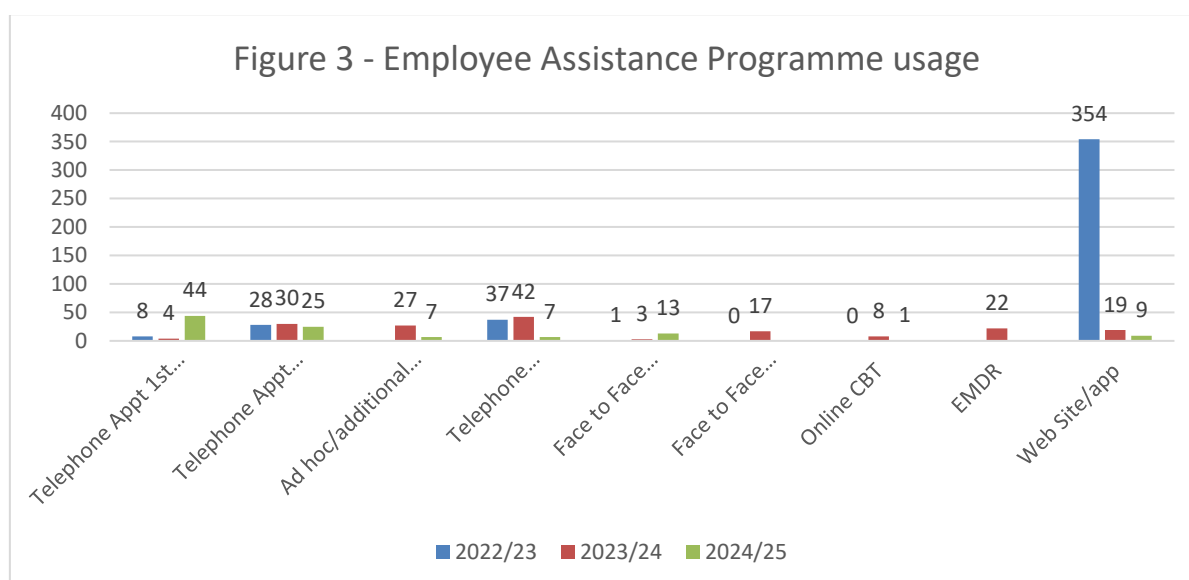
* Health surveillance checks are cyclical, some of which take place on a 3 year rotation. These figures highlight the usage of the contract and are not performance indicators.

Where symptoms are identified during routine health surveillance managers are then provided with recommendations from OH in order to ensure exposures are reduced. A structured feedback form is now used to ensure the outcome of health surveillance appointments is formally passed to staff.

4.3 Employee Assistance Programme

The Employee Assistance Programme provides online and telephone assistance on a wide range of topics. If more specific support is provided such as counselling, Cognitive Behaviour Therapy (CBT) or Eye Movement Desensitization and Reprocessing (EMDR), this is charged separately to the relevant service.

Figure 3 shows the use made of this provision over the last three years. A total of 706 contacts were made with PAM Assist. The PAM Digital offering was unavailable due to upgrades during the early part of 2025 which helps explain the decrease in uptake. Regular promotion of the programme is undertaken by the Healthy Working Lives group.



The topics for contact are summarised in Table 8.

TABLE 8 – Employee Assistance Topics			
Topic	2022/23	2023/24	2024/25
Alcohol			2
Bereavement	5	1	10
Domestic Violence		1	5
Family & Relationships	1	1	10
Finance	3		1
Legal Advice	2		
Mental Health	18	51	40
Physical Health			4
Traumatic Incident		2	10
Workplace Conflict		1	1
Work Related Stress	5	1	4
Work / Life Balance	1		
TOTAL	35	58	86

4.4 Physiotherapy

The primary purpose of the Physiotherapy Service is to either prevent absence or to facilitate a return to work as a result of a musculoskeletal injury or illness. The Service was set up as part of the Council's absence management initiatives with the aim being to provide faster access to physiotherapy as staff could wait several months for NHS provision. The physiotherapy provision is delivered by 'Frameworks Clinics'.

There were 27 referrals to Physiotherapy with 50 appointments during 2024/25.

5. STRESS RISK ASSESSMENT

Stress risk assessments aim to assist managers in the identification of stressors and the subsequent identification of risk control measures. Table 9 below summarises the demand for assessments from each Service. The number of assessments has been increasing steadily, particularly within Education.

TABLE 9 – Stress Risk Assessments by Service 2022-25			
	2022/23	2023/24	2024/25
P&P	2	3	2
People	28	25	34
Place	9	6	7
HSCP	5	3	1
Total	44	37	44

An online version of the assessment launched in May 2024 which has helped streamline the process from an employee and manager perspective.

6. PRIORITY AREAS FOR IMPROVEMENT

While good progress has been made in health and safety performance, there are still significant challenges to ensure robust Health & Safety arrangements are in place across the Council.

The Health & Safety and Wellbeing Strategies set the framework for our improvement activity over the coming year. During 2024/25, progress against these indicators with 12 now progressing as planned, 13 progressing out with expected timescales and 2 with little or no progress (2 are not expected until 2025/26). The key priorities for 2025/26 will be:

- 1) Ensuring the roll out of the Health & Safety induction programme as part of the wider review of the Corporate Induction process.
- 2) Development of a Competency Matrix outlining the key skills and knowledge required to work safely in different roles.
- 3) Complete a review of the Safety Culture across the Council
- 4) Implementation of a Wellbeing Campaign including:
 - a. Renewal of the Healthy Working Lives group
 - b. Rollout of Wellbeing Champions across the Council
 - c. Rollout of online and team Stress Risk Assessments
- 5) Development of Health, Safety and Wellbeing Strategy for 2026-2028
- 6) Development and implementation of a programme of support around violence and aggression towards employees.

7. CONCLUSIONS

The aim of this report is to review H&S performance and to provide general assurance on the level of compliance with statutory requirements. From the review limited assurance can be provided on the uniform compliance with statutory H&S duties across the Council. This is defined by Internal Audit as

Risk, control, and governance systems have some satisfactory aspects. There are, however, some significant weaknesses likely to undermine the achievement of objectives and leave them vulnerable to an unacceptable risk of error or abuse.

While pockets of good practice exist, there is still significant work to do to ensure that this is embedded across all service areas.

In terms of safety culture, it is expected that some areas of the Council have moved to a Calculative or Proactive approach, but other areas are still firmly in the Generative approach where action is only taken following an incident. This will be explored further in the Safety Culture study planned for early 2026.

Significant work has been undertaken to build the foundations of a strong Health and Safety Management System. Eleven reviewed over the past year. 58 risk profiling meetings have been carried out, which along with 22 audit visits building up a picture of the risks across the Council. A total of 77 training courses were undertaken during the period. This meant good progress against the key performance indicators outlined in the Health & Safety strategy.

The key area of work towards the Wellbeing strategy was to reinvigorate the Council's Healthy Working Lives group who are now planning a programme of events and campaigns to help improve employee health and wellbeing.

A key role for the Health & Safety Team is to share good practice to help those who may not be performing as well. The development of the Evotix system is greatly assisting with this as many aspects can be copied across from one team to another.

A key challenge for the team over the next year will be to ensure that Health & Safety remains a priority in all areas of the Council despite a challenging financial picture and increased demand for Council services.

The H&S Team will continue to closely monitor performance and work towards reducing the key risks facing the Council as detailed above; adjusting priorities as required in order to safeguard the health, safety and wellbeing of staff, as far as is reasonably practicable.

 Progress in line with expectation

 Some progress but not as much as expected.

 No/Minimal progress

Theme 1: Leadership & Management

Objective	KPI	Success indicator	Owner	Status	Commentary
1.1 Maintaining and strengthening an effective communication system through the Council's management structure	Record of corporate and service health and safety meetings, publication of health and safety briefings. Number of Toolbox talks delivered at service levels.	Meetings are being held and accurate minutes are kept and published. Toolbox talks are recorded and uptake reported through the SLG and published on the Council intranet.	Senior Managers /H&S Team	 	57 meetings recorded between April 2024 and March 2025 333 toolbox talks recorded.
1.2 Demonstrating that Health and Safety management is integrated in all business decisions.	Inclusion of health and safety consideration as part of the decision making process.	Documented evidence that health and safety is being considered e.g. where there is a planned reduction in staff have H&S considerations been considered and risks identified.	SLG / Senior Managers		Committee template change being considered by SLG
1.3 Maintaining regular reviews of health and safety performance.	Health and safety audit programme in place including thematic audits of service areas.	Successful completion of audit programme. Two thematic audits per year and publication of all completed health and safety management audit findings.	H&S Team		27 audits completed. Thematic audits developed but not yet implemented.
1.4 Ensuring appropriate resources are provided for the effective management of health and safety.	Inclusion of appropriate health and safety considerations as part of the budget setting process.	Evidence of resource allocation for compliance with health and safety legislation.	SLG		All budget proposals must identify H&S risks of the proposal being accepted.
1.5 Ensuring all staff receive appropriate Health and Safety induction and training.	All new staff complete the health and safety induction programme.	Records of completed training are up to date and reported to management.	Line Managers / H&S Team		6 completed but full roll out delayed as part of wider programme on induction.
1.6 Ensuring strategic health and safety aims are communicated and embedded throughout the Council.	Strategy communicated across Council on approval.	Strategy is communicated to all staff via health and safety briefings. Engage with staff during premises and site visits to ensure cascaded, understood and is being effectively implemented.	SLG/ Line managers /H&S Team		Ongoing articles in Connected. Email cascades on different topics.
1.7 Develop communications plan in conjunction with Communications Team to ensure ongoing delivery of key health and safety messages	No of Comms campaigns delivered	Health and Safety messages communicated to all levels of the organisation using the most effective channels	Comms Team / H&S Team		Regular messages sent out but still some difficulty with ensuring these are received across all levels of the organisation

 Progress in line with expectation

 Some progress but not as much as expected.

 No/Minimal progress

Theme 2: Competence					
Objective	KPI	Success indicator	Owner	Status	Commentary
2.1 Ensuring we have competent staff who ensure all policies and procedures are up to date and reflect best practice.	Development of health and safety competency matrix for each job role.	Progressive implementation of competency matrix. Up to date policies, procedures and risk assessments in place.	H&S Team / Senior Managers	 	Expected late 2025 Programme of policy reviews in progress. Risk Assessment review in progress.
2.2 Making sure internal policies, procedures, guidance and advice are understood and easily accessible to staff and, where applicable, visitors and contractors.	Development and deployment of learning and development tools and information sources suited to the needs of all levels of staff within the Council. Clear improvement in the results of the Behavioural Safety Culture Study.	Increased understanding and wide spread use of the learning and information resources provided. Regular reporting of toolbox talks and uptake of mandatory core H&S training to SLG. This will include the use of Clacks Academy and bespoke tools for hard to reach staff. Improvements in results of Behavioural Safety Culture Study, completed biennially. Aim to reach Proactive level by 2024.	H&S Team / Line Managers	 	Regular reporting is now in place. Still some gaps in the uptake of mandatory training, although results last year were significantly better than previous years. Delayed until early 2026 due to other work.
2.3 Ensuring staff are aware of how to they can access competent and professional advice.	Level of contact established between staff and the Health and Safety Team.	Increased contact with Health and Safety Team from staff at all levels within the Council. Promotional Campaign of who the H&S Team are, their role and how they can be contacted.	H&S Team	 	Attendance at team meetings across the organisation. Connected article Spring 2024. Connect content updated.
2.4 Using appropriate risk management/ risk assessment techniques across all service areas.	Level of use of the health and safety risk management tools and forms provided by the Health & Safety Team	Increase in the number of appropriate forms used and submitted to the H&S Team. Increased use of technological solutions such as Evotix Assure.	Senior Managers		Education Excursions and Stress Risk Assessments added to the tools available on Evotix.
2.5 Ensuring comprehensive training programs and opportunities are available to staff to ensure they develop the right skills and knowledge.	Number of appropriate Health & Safety courses available to staff.	Increased take up of health and safety training opportunities in all formats i.e. e-learning, classroom based learning and blended learning formats.	H&S Team / Line Managers		1 Clinical Waste, 4 Ladder Training, 28 First Aid (various), 7 Fire Warden, 2 Premises Duty Holder, 6 Manual Handling, 8 IOSH, 4 Abrasive Wheel.

 Progress in line with expectation

 Some progress but not as much as expected.

 No/Minimal progress

Theme 3: Risk Management					
Objective	KPI	Success indicator	Owner	Status	Commentary
3.1 Systematically identifying all hazards across the Council.	Risk assessment programme developed and in place.	Year on year increase in the number of risk assessments documented with their findings implemented appropriately.	Line Managers		1300 Risk Assessments submitted and in process of review. Work continuing to address gaps.
3.2 Ensuring that health and safety is always an integral part of the planning and review processes at Council and directorate/service area levels.	Documented evidence of the inclusion of relevant health and safety matters e.g. Bipartite minutes, TU Management, Executive H&S, Operational H&S, Budget discussions	Evidence of the positive impact health and safety considerations have made during the processes.	SLG	-	H&S is a standing item on all Bipartite, TU/Management meetings but no formal way of recording.
3.3 Ensuring the effective implementation of the Council's fire safety policy in all premises	Implementation of actions from fire risk assessment programme for all Council owned buildings.	Fire risk assessment findings/recommendations effectively implemented. Escalation process in place for any continued non-compliance	Premises Duty Holders / Property Team / H&S Team		65 actions identified. 28 completed and 22 in progress. Regular reports to SLG on issues of non-compliance.
3.4 Developing a suite of lagging / leading health and safety performance indicators.	Suite of indicators developed.	Staged introduction of indicators based on service area maturity levels.	H&S Team / Senior Managers	-	Expected September 2025.
3.5 Ensuring a robust Health and Safety Audit programme is in place	Areas audited according to audit plan.	Year on year increase in audit and inspection activity carried out by managers. Year on year improvement in audit outcomes measured with the audit finding implemented by the agreed time scale.	Line Managers H&S Team / Line Managers		27 audits completed with 307 actions identified. 176 of these were completed by 31 st March 2025.
3.6 Improving reporting, recording and investigation of accidents, incidents and near misses.	All incidents are reported timeously and investigated.	Levels of reporting & investigation increased. No adverse outcomes from enforcement agency follow-up.	Senior Managers		Incidents reported remained high (similar to last year). Investigation rate rose from 72% to 80%. No enforcement action against Council.

✓ Progress in line with expectation

⚠ Some progress but not as much as expected.

● No/Minimal progress

Theme 4: Health & Wellbeing					
Objective	KPI	Success indicator	Owner	Status	Commentary
4.1 Promoting and encouraging participation and support initiatives that enhance occupational health and wellbeing for staff.	Greater awareness amongst staff of occupational health and wellbeing issues.	Reduction in reporting of occupational health and wellbeing issues. Increased uptake in wellbeing initiatives.	Senior Managers	-	Expected mid 2025
4.2 Implementing the measures outlined in the Mental Health & Wellbeing Strategy.	Increased competence in supporting mental ill-health related issues	Increase in managers and staff trained to support mental ill health.	H&S Team	✓	18 Wellbeing Champions trained. Further training is in development.
4.3 Promoting and maintaining a Healthy Working Lives programme	Activities and promotions aimed at the health and wellbeing of staff	Increase in employees taking up activities to support their health and wellbeing.	H&S Team	✓	Weekly walking sessions. Mental Health week promotion, PAM Wellbeing promotion, Winter Wellbeing promotion.

 Progress in line with expectation

 Some progress but not as much as expected.

 No/Minimal progress
Theme 5: Collaborative and Partnership Working

Objective	KPI	Success indicator	Owner	Status	Commentary
5.1 Developing initiatives to encourage collaborative/partnership working with key stakeholders, partners and union colleagues.	Progress made with joint working between employee representatives, management and the Health and Safety team.	Effective joint inspections, task based risk assessments and health and safety initiatives. Number and frequency to be agreed.	TUs / H&S Team		5 Joint inspections and a joint initiative around reporting of violence and aggression incidents. Lack of capacity within trade unions has limited this.
5.2 Ensuring appropriate and effective communication channels exist for the dissemination of all health and safety information.	Increased take up of available health and safety resources.	Greater health and safety awareness throughout the workforce, evidenced through health and safety management audits, risk assessment reviews and training outcomes. Improved performance in Behavioural Safety Culture Study.	H&S Team / Comms Team		The Behavioural Safety Culture Study has been delayed due to other work and is now expected early 2026.
5.3 Developing occupational health and safety system in accordance with HSE H&S management system (HSG65) principles.	Quarterly update reports and annual meetings with managers.	Increased awareness and ownership of safety system evidenced, evidenced through health and safety management audits, risk assessment reviews etc.	H&S Team / Strategic Directors / Senior Managers		Regular reports going to SLG but meetings with managers have not yet taken place.
5.4 Identify, develop, implement and embed technological solutions to improve compliance monitoring and reporting arrangements	Solutions reduce burden of compliance monitoring.	Evidence of improved compliance recorded through systems such as Evotix.	H&S Team		Risk, DSE & COSHH Assessments, Stress Assessments and Audits on Evotix.
5.5 Maintaining effective and efficient management and control of contractors within our premises and on our work sites.	All contractors engaged by the Council have been subject to a health and safety management system /competency assessment evaluation.	All contractor HS documentation evaluated prior to the commencement of work and the results published on Evotix. Effective co-operation and consultation maintain with contractors regarding Council expectations.	Senior Managers		No longer expected to be delivered as part of this strategy as priority given to ensuring safety within Council services.

✓ Progress in line with expectation

⚠ Some progress but not as much as expected.

● No/Minimal progress

Objective 1: Promote and improve positive mental health and wellbeing for all employees					
Priorities	Actions	Indicators of Success	Owner	Status	Commentary
1.1 Improve employees awareness of mental health and wellbeing	Programme of mental health awareness training in place for managers and staff	Number of staff attending training	H&S team / Senior Manager	✓	171 managers trained. (226 cumulative) 18 Wellbeing Champions trained. Awareness training in development
1.2 Promote and support good lifestyle choices, and support employees to better manage their psychological wellbeing and build resilience	Continue to develop and promote good lifestyle choices activities through the Healthy Working Lives group.	Number of activities held, and staff engagement in activities.	Healthy Working Lives Group.	✓	HWL group reformed and calendar of events developed.
1.3 Ensure health promotion and health checks are in place to support employees stay healthy and identify early signs of serious health issues.	Continue to offer health promotion activities and routine health checks for employees across a variety of Council sites.	Number of staff engaging in routine health checks.	Healthy Working Lives Group	✓	Health checks are available to staff through NHS and internal resource.
1.4 Promote and support employees' financial wellbeing	Offer opportunities to employees to become more aware of, and better manage, their finances.	- Number of opportunities and programmes offered. - Number of staff accessing opportunities	Healthy Working Lives Group	✓	Regular pension/AVCs webinars are available for staff. In addition preparing for retirement course are offered across the Council. Online support through staff benefits and employee assistance portals to help staff manage their money.

✓ Progress in line with expectation

⚠ Some progress but not as much as expected.

● No/Minimal progress

Objective 2: Promote an open and supportive leadership culture where mental health and wellbeing issues can be raised and dealt with effectively.

Priorities	Actions	Indicators of Success	Owner	Status	Commentary
2.1 Ensuring managers have the skills to support an open leadership culture	Continue to ensure that suitable training is provided for managers at all levels to change the leadership culture.	- Numbers trained - Improved outcomes in Staff Survey.	SLG & HR&WD	✓	Ongoing leadership development opportunities. Staff survey showed a small increase in mental wellbeing.
2.2 Ensuring opportunities are created where mental health and wellbeing can be discussed.	Revamp of PRD/121 process to ensure wellbeing covered as part of these discussions.	Revised PRD/121 process developed and implemented.	SLG & HR&WD	✓	Constructive Conversations launched May 2023.

Objective 3: Ensure effective and consistent wellbeing communication to help identify and tackle organisational issues that negatively affect mental health and wellbeing within teams.

3.1 Improve wellbeing Communication	Develop and implement a clear wellbeing communication plan, including a more interactive staff wellbeing hub and opportunities to engage hard to reach groups and those working from home.	Wellbeing communication plan in place and actions completed.	H&S and Communications Teams	●	Plan to be developed in conjunction with plan for H&S strategy.
3.2 Enhance Wellbeing Engagement	Collect feedback from staff about wellbeing activities and act on this.	Improved results in staff wellbeing questions within staff survey	Healthy Working Lives Group / HR&WD	✓	Staff survey showed a small increase in mental wellbeing.

✓ Progress in line with expectation

⚠ Some progress but not as much as expected.

● No/Minimal progress

Objective 4: Adopt and implement a more proactive approach to managing work related stress.					
Priorities	Actions	Indicators of Success	Owner	Status	Commentary
4.1 Ensuring sources of work related stress are identified; stress risk assessments carried out and outcomes of risk assessments are acted upon.	Carry out team based stress risk assessments to identify the likely sources of stress and ensure suitable control measures are put in place, and regularly reviewed and updated	Number of stress risk assessments and actions completed	H&S Team. Senior & Line managers, Team leaders.	⚠	2 team risk assessment carried out and action plans developed.
4.2 Manage organisational and staff changes in a manner that does not lead to stress	Communicate and promote the Council's Change Protocol to all managers and team leaders, and ensure it is followed.	Increased understanding and compliance with the change protocol.	SLG / HR & WD	✓	Ongoing engagement with services as they seek to restructure.
Objective 5: Provide employees experiencing mental health and wellbeing problems with access to professional assistance and support					
5.1 Provide occupational health support, employee assistance programme and other relevant support	Increase awareness and understanding of the benefits of the wide range of supports available to staff.	- Increased uptake in programmes we can monitor - Staff survey results indicate better awareness of support.	Healthy Working Lives Group	✓	487 OH appointments and 216 EAP contacts. Staff survey shows 72% of employees know how to access support.
Objective 6: Reduce barriers to employment and support employees who have experienced, or are experiencing, mental health and wellbeing problems/issues.					
6.1 Put in place supportive arrangements and promote good rehabilitation practices	Ensure relevant HR policies and procedures are in place and used appropriately by managers.	Number of employees who have, or experiencing mental health, kept in work.	HR & WD / Line Managers.	✓	Maximising Attendance Policy & Procedure reviewed June 2023.

Report to Audit & Scrutiny Committee

Date of Meeting: 30 October 2025

Subject: Regulation of Investigatory Powers (Scotland) Act 2000

Report by: Senior Manager Legal & Governance

1.0 Purpose

- 1.1. To provide an update to Committee on the Council's use of The Regulation of investigatory Powers (Scotland) Act 2000 (RIPSA) during the period March 2024 to April 2025.

2.0 Recommendation

- 2.1. That Committee notes the report, commenting and challenging as appropriate

3.0 Considerations (Background)

- 3.1. In limited circumstances, it may be necessary for Clackmannanshire Council employees, in the course of their duties, to make observations of a person in a covert manner (ie without that person's knowledge). Actions of this sort are potentially intrusive and may give rise to legal challenge. RIPSA was introduced to make sure that such surveillance was properly regulated and to ensure compliance with Human Rights legislation. There are statutory codes of practice which sit alongside the Act.
- 3.2. The Council has a RIPSA Policy in place, along with staff guidance and standard forms which require completion and authorisation by the Chief Executive or a Director who are the Council's Authorising Officers.
- 3.3. No authorisations were granted under RIPSA between March 2024 and April 2025. One application was submitted during this period but was not progressed.
- 3.4. The Council is subject to an inspection on its use of RIPSA powers by an inspector from the Investigatory Powers Commissioner's Office (IPCO) every three years. A remote inspection took place on 23 January 2025 with confirmation, on 25th April 2025, that our inspection response was well accepted and as such the next inspection is expected in January 2028. Ahead of the next inspection the Councils RIPSA policy, associated forms and guidance documentation will be reviewed.

- 3.5. Updated RIPSA training has been undertaken by Authorising Officers and the Coordinating Officer.

4.0 Sustainability Implications

- 4.1. None

5.0 Resource Implications

5.1. Financial Details

- 5.2. There are no financial implications - None Yes ☐

5.3. Staffing

6.0 Exempt Reports

- 6.1. Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☐

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box ☒)

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all ☐
Our families; children and young people will have the best possible start in life ☐
Women and girls will be confident and aspirational, and achieve their full potential ☐
Our communities will be resilient and empowered so that they can thrive and flourish ☐

- (2) **Council Policies**

Complies with relevant Council Policies ☒

8.0 Impact Assessments

- 8.1 Have you attached the combined equalities impact assessment to ensure compliance with the public sector equality duty and fairer Scotland duty? (All EFSIAs also require to be published on the Council's website)

Yes ☐

8.2 If an impact assessment has not been undertaken you should explain why:

An Equality Impact Assessment (EQIA) and Fairer Scotland Duty Assessment have not been undertaken specifically for this report as it is aimed to provide information and is not a policy or strategy.

9.0 **Legality** Yes ☒ X

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

None

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes ☐ (please list the documents below) No ☐

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
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Approved by

NAME	DESIGNATION	SIGNATURE
Chris Alliston	Strategic Director of Partnership and Performance	

Report to: Audit and Scrutiny Committee

Date of Meeting: 30th October 2025

Subject: Procurement Annual Report

Report by: Strategic Director, Partnership and Performance

1.0 Purpose

- 1.1. The Procurement Reform (Scotland) Act 2014 Section 18 states that the Council must prepare an annual procurement report on its regulated procurement activities as soon as reasonably practicable after the end of the financial year.
- 1.2. This report also updates the committee on key procurement activity and statistical performance during the financial year 2024-25 and provides an overview of the resources that are available to deliver effective procurement.

2.0 Recommendations

- 2.1. It is recommended that Committee notes the report, commenting and challenging as appropriate.

3.0 Considerations

- 3.1. The report, attached at Appendix 1, is the eleventh report presented to the Committee to comply with the statutory requirement in the 2014 Act and to provide Committee with greater visibility of all the Council's procurement activity.
- 3.2. The report gives a snapshot on how procurement is organised within Clackmannanshire Council and resources are being utilised to deliver effective procurement.
- 3.3. The financial analysis has been carried out by DXL formally Spikes Cavell using the Scottish Government tool known as the observatory with financial data supplied from the Council's finance system for the 2024-25 financial year. The observatory is a unique collaborative project designed to enable public sector organisations across Scotland to gather comprehensive supplier, spend and performance information.
- 3.4. In addition, the report provides:

- A summary of the regulated procurements that have been completed during the year covered by the report,
- A review of whether those procurements complied with the authority's procurement strategy,
- A summary of any community benefit requirements imposed as part of a regulated procurement that were fulfilled during the year covered by the report,
- A summary of the regulated procurements the authority expects to commence in the next two financial years,
- Exception Reports
- Procurement Savings
- Observatory Charts detailing key statistics

3.5. Key issues identified in the report are:

- The Council is continuing to enhance the functionality of the finance system which is helping to automate and streamline the entire procurement lifecycle and generate efficiencies; from a request for a quote and creation of a procurement contract, through to requisition, order transmission and payment to enhance the procurement and finance governance arrangements. This will in 2025-26 provide us with a totally integrated procurement contract solution by combining the Contract Management, Purchasing, Catalogues and accounts payable modules with electronic workflow and web services
- Local suppliers are important stakeholders in the community and setting up and encouraging two-way communication with them helps to fulfil the Council's strategic priorities. The share and trend of spend in the local area is favourable (from 16% to just over 24%) and in line with agreed targets.
- In this reporting period, 138 local suppliers were used by the Council. When the definition of local supply is extended to Forth Valley, the picture is more positive, with 39.18% remaining in the local economy. It is recognised that there is a limited local supplier base but work continues with local suppliers to provide ever more opportunities. Approximately 67% of expenditure is in Scotland.
- Social care, facilities management and construction continue to be the major areas of procurement expenditure.
- The upgrade to the Council's financial management information system is providing greater opportunities for procurement efficiencies and improved governance.

4.0 Sustainability Implications

- 4.1. The report refers to maximising the local benefit of procurement by engaging with local businesses to increase awareness of opportunities to provide the council with services or supplies.
- 4.2. Figures suggest that we had a increase in the annual share of spend with local suppliers from 23.10% to 24.41% from the previous annual report an increase of 1.31%, this is still above our target of 21.5%. Greater detail of this is shown per business sector in table 7 of the report, our overall expenditure with local suppliers was £22,043,003. Our Spend in the Forth Valley area was £35,375,451, which equates to 39% of our overall trade creditor expenditure.
- 4.3. We will continue to provide support to local businesses and the third sector to ensure they are able to respond to opportunities to provide the council with services or supplies.

5.0 Resource Implications

5.1. Financial Details

- 5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes ☒

- 5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes ☒

5.4. Staffing

6.0 Exempt Reports

- 6.1. Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☒

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) Our Priorities

- | | |
|--|-------------------------------------|
| Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all | ☐ |
| Our families; children and young people will have the best possible start in life | ☐ |
| Women and girls will be confident and aspirational, and achieve their full potential | ☐ |
| Our communities will be resilient and empowered so that they can thrive and flourish | ☒ |

(2) **Council Policies**

Complies with relevant Council Policies



8.0 Impact Assessments

8.1 Have you attached the combined equalities impact assessment to ensure compliance with the public sector equality duty and fairer Scotland duty? (All EFSIAs also require to be published on the Council's website)

Yes ☐

8.2 If an impact assessment has not been undertaken you should explain why:

An Equality Impact Assessment (EQIA) and Fairer Scotland Duty Assessment have not been prepared as this is an annual report and does not relate to a new policy or strategy.

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers.

Yes ☒

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1: Procurement Annual Report 2024/25

11.0 Background Papers

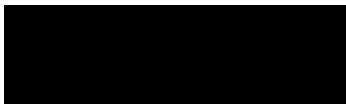
11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes ☐ (please list the documents below) No ☒

Author(s)

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Approved by

NAME	DESIGNATION	SIGNATURE
Chris Alliston	Strategic Director Partnership & Performance	



**Clackmannanshire
Council**

www.clacks.gov.uk

Comhairle Siorrachd
Chlach Mhanann

Annual Procurement Report

Financial Year 2024 – 2025

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1. Purpose

This report provides an update on procurement activity within Clackmannanshire Council and provides an overview of the resources that are available to deliver effective procurement and the actions taken to ensure that procurement conducted is effective and efficient as possible.

The Procurement Reform (Scotland) Act 2014 Section 18 States that the Council must prepare an annual procurement report on its regulated procurement activities as soon as reasonably practicable after the end of the financial year.

The report must include —

- a summary of the regulated procurements that have been completed during the year covered by the report, page 25
- a review of whether those procurements complied with the authority's procurement strategy, page 25
- a summary of any community benefit requirements imposed as part of a regulated procurement that were fulfilled during the year covered by the report, page 26
- a summary of any steps taken to facilitate the involvement of supported businesses in regulated procurements during the year covered by the report, page 28
- a summary of the regulated procurements the authority expects to commence in the next two financial years, page 29

2. Introduction

The public sector in Scotland has been using sustainable public procurement to achieve wider social, economic and climate outcomes for nearly two decades. This is embedded in our policy, practice, culture, and through a substantial programme of activity across the public sector with impact evidenced in annual reports. Sustainable procurement outcomes in Scotland are defined as encompassing improvements to the economic, social and environmental wellbeing of a community.

The drive to improve public procurement has involved a transition from a centrally led programme to a more collaborative landscape with a shared common vision, underpinned by the Procurement Reform (Scotland) Act 2014 (The Act). The Act provides clear direction to Scottish public bodies and sets out clear responsibilities and accountabilities, promoting local decision making to deliver sustainable public procurement.

The work we undertake is determined by a range of strategic drivers providing the services our customers need:

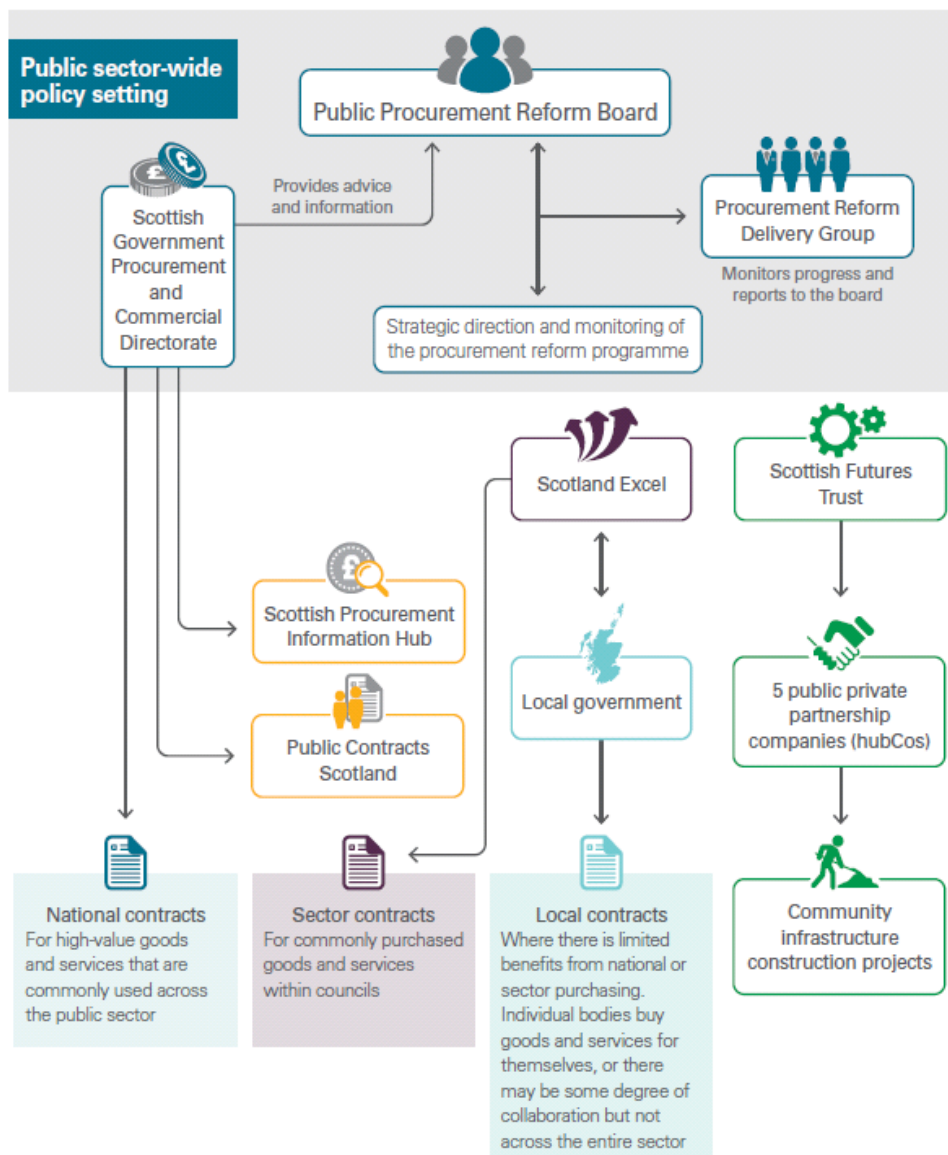
Scottish Public Sector Procurement Strategic Drivers



In addition to councils and groupings of councils, other organisations are involved in supporting improved procurement in councils. The main ones are the Scottish Government, Scotland Excel and the Scottish Futures Trust. Councils have access to framework contracts set up by Crown Commercial who lead on procurement policy on behalf of the UK Government

Councils also have access to frameworks and framework contracts set up by councils and groups of councils in Scotland and the rest of the UK. The Scottish public sector relationships are illustrated in Figure 1.

Figure1.



Source: Audit Scotland

3. Clackmannanshire procurement position background & key statistics

The financial analysis and procurement category of Expenditure has been carried out using The Scottish Procurement Information Hub (The Hub) supported by DXL formally Spikes Cavell with financial data supplied from the Council's finance system One Council commonly known as TechnologyOne for 2024/25.

The Hub is a unique collaborative project designed to enable Scottish public sector organisations to gather comprehensive supplier, Expenditure and performance information and to use that data to share best practice, improve joint working and increase efficiency.

Tables 1 and 2 summarise the key statistics for the 2024/25 on the Council expenditure on goods, services and works with trade creditors.

Table 1: Key Statistics

2024/25 Published Data Overview

£ 90,561,389 Total Spend			£ 83,808,005 Core Trade Spend	
1297 Input Suppliers	1253 De-duplicated Total Suppliers	44 Duplicate Suppliers	606 SME Suppliers	105 Local Suppliers
31,708 Transactions	£72,276 Avg. spend per supplier	0.15% Purchase Card Spend	57.48% SME Spend	24.41% Local Spend

Key:

Total Spend – The total amount of spend for the financial year 2024 /25

Input Suppliers – The number of suppliers, before de-duplication

De-duplicated Total Suppliers - The number of unique suppliers.

Duplicate Suppliers - The number of suppliers which are duplicates of another supplier.

PCard Spend - Percentage of transactions by value of spend that are identified as Purchase Card transactions in the extract.

Transactions - The total number of transactions.

Avg. spend per supplier - The average spend per unique supplier.

Core Trade Spend – Core Trade is a sub set of our supply base that includes all trade suppliers and social care providers with whom we have spend £1,000 or more in the financial year.

SME Suppliers – Small & Medium sized business where the supplier has less than 249 employees or where the annual revenue is less than £22.8m

SME Spend – Spend with SME as a percentage of Core Trade Spend

Local Suppliers – Spend with suppliers within Clackmannanshire based on Post Codes. Please note postcodes are generated from our finance system and it is the postcode that we pay our invoices that is used for this statistic. This does not mean that we are not spending with a national company with a local branch.

Local Spend – Spend with local suppliers as a percentage of Core Trade Spend

Table 2: Variances previous annual reports

	18/19	22/23	23/24	24/25	Variance
Number of Suppliers - Trade Creditors	2021	1420	1365	1297	-68
Total Value of Procurement Spend	£63,629,995	£72,571,029	£88,329,170	£90,561,389	£2,232,219
Number of Invoices	34,617	31520	33265	31708	-1,557
% Spend with SMEs	53%	61.32	61.52	57.48	-4.04
% Spend Locally	16%	26.16	23.10	24.41	1.31

Procurement expenditure has increased over the period from 2023/24 to 2024/25 from £88,329,170 to £90,561,389

The Council paid 91.7% of invoices within 30 days of receipt of a valid invoice to the creditor's team in 2024/25

The % Expenditure with SME's had decreased by .4.04% in the last financial year. Table 6

The % Expenditure locally has increased from the previous year by 1.31%. This is shown in more detail in Table 7

Table 3: Procurement activity in Public Contracts Scotland Portal in the period

	2021/22	2022/23	2023/24	2024/25
Contract Notices Published	13	15	9	10
Contract Award Notices	10	7	18	11
Number of Quick Quotes Published	29	30	22	25

A summary of Clackmannanshire's overall expenditure in percentage terms is shown in Table 4:

Overall Spend in %	2021/22	2022/23	2023/24	2024/25
Social Community Care	36.99	37.47	34.11	35.95
Construction	10.25	9.66	14.46	14.33
FM Services	13.45	12.92	12.72	13.26

Table 4: Overall Expenditure

Proclass 10.1 Level 1	Total Spend	Total Value (%)	Total Suppliers	Total Suppliers (%)	Total Transactions	Total Transactions (%)
Social Community Care	£ 32,509,990.01	35.96	147	17.38	3355	10.95
Construction	£ 12,959,512.44	14.33	64	7.57	1948	6.36
Facilities & Management Services	£ 11,993,313.36	13.26	50	5.91	1176	3.84
Construction Materials	£ 4,905,855.49	5.43	53	6.26	10410	33.97
Utilities	£ 4,459,981.63	4.93	17	2.01	520	1.70
Information Communication Technology	£ 2,854,403.18	3.16	68	8.04	679	2.22
Human Resources	£ 2,737,963.68	3.03	62	7.33	1503	4.90
Housing Management	£ 2,626,684.67	2.91	9	1.06	228	0.74
Consultancy	£ 2,139,436.95	2.37	18	2.13	151	0.49
Education	£ 1,917,608.10	2.12	41	4.85	841	2.74
Financial Services	£ 1,910,370.53	2.11	16	1.89	883	2.88
Public Transport	£ 1,599,144.11	1.77	24	2.84	661	2.16
Healthcare	£ 1,239,039.55	1.37	36	4.26	667	2.18
Catering	£ 1,140,232.58	1.26	18	2.13	1824	5.95
Vehicle Management	£ 930,631.88	1.03	42	4.96	1239	4.04
Furniture & Soft Furnishings	£ 907,069.62	1.00	13	1.54	1291	4.21
No Summary Category	£ 828,019.87	0.92	30	3.55	495	1.62
Environmental Services	£ 491,209.02	0.54	30	3.55	341	1.11
Sports & Playground Equipment & Maintenance	£ 449,174.60	0.50	15	1.77	101	0.33
Street & Traffic Management	£ 340,267.19	0.38	7	0.83	65	0.21
Legal Services	£ 285,397.61	0.32	21	2.48	247	0.81
Cleaning & Janitorial	£ 257,342.95	0.28	7	0.83	410	1.34
Mail Services	£ 221,138.86	0.24	4	0.47	246	0.80
Arts & Leisure Services	£ 216,770.84	0.24	13	1.54	76	0.25
Clothing	£ 143,918.74	0.16	9	1.06	595	1.94
Horticultural	£ 141,692.09	0.16	10	1.18	101	0.33
Stationery	£ 79,600.41	0.09	5	0.59	481	1.57
Highway Equipment & Materials	£ 75,981.53	0.08	7	0.83	42	0.14
Health & Safety	£ 45,157.47	0.05	6	0.71	27	0.09
Domestic Goods	£ 6,749.91	0.01	3	0.35	42	0.14
Cemetery & Crematorium	£ 2,250.00	0.00	1	0.12	3	0.01

Highlighted are the top three %'s for each category of expenditure, suppliers & transactions

For information: Consultancy on further analysis is expenditure through HUBCO East Scotland and is construction related expenditure

Appendix 5 provides more detail of the categories of expenditure and detail of the expenditure with individual suppliers.

Table 5 below provides the range of invoice values. Similarly, to last year, a large number of invoices are being processed for relatively low values that create an administrative cost to the council.

Table 5:**Invoice distribution by range of invoice values 2024/25**

Invoice Range	Volume	% of Invoices	Value	% of Spend
More than £250,000	27	0.09	£15,032,215	16.62
£50,001 to £250,000	256	0.83	£24,340,338	26.90
£10,001 to £50,000	1403	4.57	£30,323,409	33.52
£1,001 to £10,000	6208	20.21	£19,759,501	21.84
£501 to £1,000	2555	8.32	£1,862,122	2.06
£101 to £500	8284	26.97	£1,961,030	2.17
£51 to £100	3912	12.74	£290,814	0.32
Less than £51	7477	24.35	£176,451	0.20
Credits	590	1.92	-£3,275,970	-3.62

Invoice distribution by range of invoice values 2023/24

Invoice Range	Volume	% of Invoices	Value	% of Expenditure
More than £250,000	26	0.08	£ 16,269,396.52	17.17
£50,001 to £250,000	233	0.72	£ 23,252,877.69	24.54
£10,001 to £50,000	1383	4.28	£ 29,612,340.07	31.25
£1,001 to £10,000	6740	20.86	£ 21,337,145.53	22.52
£501 to £1,000	3107	9.62	£ 2,230,557.30	2.35
£101 to £500	9020	27.92	£ 2,146,532.67	2.27
£51 to £100	3948	12.22	£ 291,731.40	0.31
Less than £51	7262	22.48	£ 171,935.46	0.18
Credits	584	1.81	-£ 564,474.69	-0.60

Table 6 below shows that overall, expenditure is relatively evenly distributed amongst small and medium sized enterprises and performance compares favourably with other Local Authorities.

Table 6: percentage Expenditure with SME's 2024/25

Supplier Size	Total Spend	Total Value (%)	Total Suppliers	Total Suppliers (%)	Total Transactions	Total Transactions (%)
Large Company	£ 34,678,077	42.52	213	24.62	13281	45.65
Medium Company	£ 23,555,536	28.88	261	30.17	9479	32.58
Small Company	£ 23,320,092	28.59	391	45.20	6331	21.76
SME Total	£ 46,875,629	57.48	652	75.38	15810	54.35

There was a decrease of 4% percentage expenditure with SME's compared to last year

Table 7 below shows the percentage of expenditure locally has increased by 1.31% in this financial year.

Table 7: Percentage of Expenditure by Locality.

	21/22	22/23	23/24	24/25	Variance
% Spend Locally	25.40%	26.16%	23.10%	24.41%	1.31%

Percentage of Expenditure in Scottish region 2024/25

Region (Scottish Definition)	Total Spend	Total Value (%)	Total Suppliers	Total Suppliers (%)	Total Transactions	Total Transactions (%)
Clackmannanshire	£ 22,043,003	24.41	138	13.09	9596	31.11
Scotland - Forth Valley	£ 35,375,451	39.18	287	26.87	13549	43.78
Scotland	£ 60,575,455	67.08	629	58.90	22062	71.29
Scotland - Glasgow and Strathclyde	£ 13,617,936	15.08	160	14.98	4720	15.25
Scotland - Tayside Central and Fife	£ 5,704,107	6.32	65	6.09	2153	6.96
Scotland - Edinburgh and Lothians	£ 4,600,044	5.09	90	8.43	1017	3.29
Scotland - Highlands and Islands	£ 671,379	0.74	10	0.94	92	0.30
Scotland - South	£ 494,571	0.55	5	0.47	108	0.35
Scotland - Aberdeen and North East	£ 111,966	0.12	12	1.12	423	1.37

4. Annual procurement savings achieved

Appendix 6 illustrates Clackmannanshire's participation in national contracts under the Category A, Scottish Government procurement savings, Category B, Scotland Excel procurement savings and Category C, Clackmannanshire savings

Scottish Government procurement (Cat A) savings

The Scottish Government provide a contract-by-contract cash saving description using various methods depending on the contract type. A full breakdown of Scottish Procurement Savings nationally is at Appendix 6.

Scotland Excel - Local authority sector contracts (Cat B) savings

Scotland Excel estimate potential savings for each new collaborative contract. It bases its calculations on the total Expenditure of participating councils in the previous year(s) and current market data. It works closely with the council to develop its savings estimates and the council agree these estimates during the contract development process.

Scotland Excel calculates savings using the percentage saving that the council might achieve if it opted for the best value supplier in a framework agreement. When the contract becomes operational, Scotland Excel collects Expenditure information from suppliers and applies the expected percentage saving to the actual expenditure on the contract.

Scotland Excel reports savings to councils through quarterly business review reports and to its governance committees. Its method of calculating savings may not always reflect the savings achieved by councils for the following reasons:

- The cheapest option in the framework may not be available to the council.
- The council may not choose the cheapest supplier from those in the framework, for example they may not choose the cheapest tyres in a framework contract if higher cost but better-quality tyres have a lower whole-life cost to the council.
- A council may join a contract after Scotland Excel has awarded it and the saving may be higher or lower depending on the price in the council's predecessor contract.

A full breakdown of Scottish Excel Savings is at Appendix 6.

Clackmannanshire procurement (Cat C) savings

The business case for Corporate Procurement clearly outlines the opportunities to maximise value for money by identifying service benefits and efficiencies through a consistent and corporate approach to procurement. To drive the progress of the business case the Procurement Matters Group was developed to bring together key professionals from the council with procurement responsibilities.

A breakdown of Clackmannanshire Council Savings is at Appendix 7

5. Procurement strategy

The Procurement Reform (Scotland) Act 2014 Section 18 States that the Council must prepare a procurement strategy by 31 December 2016.

Following on from the interim procurement strategy approved by Council on 15th December 2016, approval was sought from the Partnership & Performance Committee to adopt the procurement strategy to cover the period from March 2019 to March 2023 to comply with the requirements of the Procurement Reform (Scotland) Act which was later ratified at the next Clackmannanshire Council meeting

The Strategy sets out how the Council will:

- Make procurement more straightforward for suppliers and the Council alike
- Increase the professionalism and commercial skill of those carrying out procurements for the Council
- Provide opportunities to local and SME suppliers, including third sector organisations, to participate by increasing visibility of the Council's procurement plans and opportunities
- Maximise innovation, sustainability and collaboration in procurement activities
- Work with the Integrated Joint Board (IJB) in the provision of Adult Social Care Services

The Procurement strategy provides a vision for procurement, identifies procurement principles and a work plan to deliver the 6 key themes. Its development followed on from the adoption of the interim strategy, which committed to an engagement exercise being carried out with local stakeholders.

- **Strategic Theme 1: Straightforward:**
To make procurement as straightforward as possible for the Council and potential suppliers, in particular to improve access for local suppliers and SMEs and to eliminate anything that does not add value to the procurement
- **Strategic Theme 2: Professional:**
To continue to embed professional procurement and contract management skills and support the growth of commercial acumen within the Council.
- **Strategic Theme 3: Maximise local opportunities:**
To support and encourage an effective local supplier market including the voluntary sector and the promotion of local social value in contracts.
- **Strategic Theme 4: Strategic:**
To use sound procurement practices and innovative solutions to promote sustainability and value for money, making use of clear and detailed procurement/purchasing data, collaboration and partnership opportunities where appropriate.
- **Strategic Theme 5 Fair:**
To ensure that, where applicable, contractors comply with Living Wage and Blacklisting Policies and to ensure that account is taken of the possible impact

that the Council's approach to major projects might have on different groups of people.

- **Strategic Theme 6 Compliance:**

To ensure that all procurement activity across the Council is compliant with procurement regulations, Contract Standing Orders and Financial Regulations.

The strategy is reviewed annually through the action plan update to ensure ongoing alignment with corporate priorities. Appendix 10 - page 43 provides a detailed update on progress.

This is due for a full revision in the financial year 2025/26

6. Local suppliers

Local suppliers are important stakeholders in the community and setting up and encouraging two-way communication with them helps to fulfil the Council's broader social objectives as follows:

- The use of Community Benefit (CB) clauses provides a method of including social and economic matters in public contracts for the supply of goods, services or works. CB clauses need not cost more, and they require contractors working on public sector contracts to put something back into the community.
- The identification of new suppliers where there may be shortages or lack of competition
- Help local suppliers sell themselves to major companies as potential sub-contractors when large contracts are due to be let by the Council
- Expose the Council to new ideas, products and services from local suppliers and allow them to be routed to the appropriate officer

In accordance with the terms of the Procurement Reform (Scotland) Act, Clackmannanshire Council is committed to maximising community benefits, community wealth building and the Council's social and economic regeneration objectives.

Where identified candidates are required to complete a community benefit method statement, which forms part of the contract conditions. The successful candidates are required to enter into a legally binding agreement incorporating the Community Benefits method statement.

In partnership with Clackmannanshire Third Sector interface (CTSI) we have created a community benefit wish list and have asked community groups and third sector organisations to identify items they require to support their work. This list has been designed to make it easier for businesses operating in Clackmannanshire to see the current needs of charities and social enterprises and candidates are required to choose from this list when submitting their tender.

<https://ctsi.org.uk/community-benefits>

The relatively small geographic areas covered by Clackmannanshire and small number of companies registered with Public Contracts Scotland are likely to be key factors in the share of Expenditure. However, it could easily be argued that Forth Valley as an area could be considered “Local” and our expenditure in Forth Valley equates to **39%** of the Council Expenditure. The data used to calculate these figures are based on expenditure by invoiced postcode. This brings up a few anomalies as several of our supplier’s head offices are not based in the area that the services or goods are supplied from.

As an example, the Council spent £10,029,824 with Clackmannanshire Educational Partnership Ltd, which equates to over 11% of our overall expenditure and Invoiced to their registered office in Windsor & Maidenhead. It could also be reasonably argued that at least 50% of this expenditure could be attributed to the expenditure in Scotland, Forth Valley and Clackmannanshire but the data does not allow us to extract to that level of detail.

Our Expenditure in Scotland was **£60,575,455**. which equates to **67%** of our overall trade creditor expenditure

Region (Scottish Definition)	Total Spend	Total Value (%)	Total Suppliers	Total Suppliers (%)	Total Transactions	Total Transactions (%)
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Scotland	£ 60,575,455	67.08	629	58.90	22062	71.29
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Our Expenditure in the Forth Valley area was £35,375,451 which equates to 39% of our overall trade creditor expenditure

Region (Scottish Definition)	Total Spend	Total Value (%)	Total Suppliers	Total Suppliers (%)	Total Transactions	Total Transactions (%)
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Scotland - Forth Valley	£ 35,375,451	39.18	287	26.87	13549	43.78
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Our Expenditure in the Clackmannanshire area was £22,043,003. which equates to 24.41% of our overall trade creditor expenditure

Region (Scottish Definition)	Total Spend	Total Value (%)	Total Suppliers	Total Suppliers (%)	Total Transactions	Total Transactions (%)
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Clackmannanshire	£ 22,043,003	24.41	138	13.09	9596	31.11
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Local Expenditure by Clackmannanshire Council is dominated by Social Care & Services followed by Construction and then Travel & Accommodation

Please Note: Travel & Accommodation the expenditure is only on Travel

Table 8: Expenditure Summary by Business Sector Locally 2024/25

vCode Business Sector	vCode Business Subsector	vCode Vendor Category	Total Spend	Total Vendors	Total Transactions
Social Care & Services	Adult Services	Home Care Service Providers	£ 5,466,454	5	253
Social Care & Services	Adult Services	Nursing Homes	£ 4,018,800	1	178
Social Care & Services	Adult Services	Adult Residential Care Providers	£ 2,852,782	3	172
Construction	Main Contractors	General Builders	£ 1,950,333	2	229
Travel & Accommodation	Travel	Bus & Coach Operators	£ 666,844	3	223
ICT	Systems Integration & Services	Computer Systems Integrators	£ 406,097	1	28
Travel & Accommodation	Travel	Taxis & Private Hire Companies	£ 371,743	11	221
Human Resources	Recruitment Services	Other Recruitment Agencies & Service Providers	£ 340,021	1	108
Construction	Construction Materials	Plumbing, Heating & AC (HVAC) Equipment Suppliers	£ 325,146	1	2742
Social Care & Services	Other Social Care & Services	Disability & Special Needs Services Providers	£ 295,126	2	64
Social Care & Services	Children's Services	Other Child Care Services Providers	£ 290,802	12	164
Facilities Management	Property & Estate Management	Property Letting & Estate Agents	£ 273,418	3	116
Healthcare	Healthcare Services	Counselling Service Providers	£ 189,933	1	15
Construction	Construction Materials	Builders Merchants	£ 166,737	2	2000
Other Goods & Services	Economic Development	Development Agencies	£ 133,688	2	9
Social Care & Services	Other Social Care & Services	Youth Clubs, Hostels & Associations	£ 124,110	1	8
Construction	Construction Trades	Welding Contractors	£ 97,599	1	12
Social Care & Services	Children's Services	Independent Family Support Service Providers	£ 75,309	1	5
Construction	Construction Equipment	Power & Hand Tool Suppliers	£ 73,913	1	525
Construction	Construction Materials	Sheet Metal & Fabrication Suppliers	£ 61,337	1	290
Construction	Construction Equipment	Plant & Construction Equipment Suppliers	£ 37,323	2	23
Transport	Logistics	Road Transport Contractors	£ 36,720	1	24
Arts, Sport & Leisure	Sports & Playground	Sportswear & Equipment Suppliers	£ 34,980	1	8
Construction	Construction Materials	Do-It-Yourself (DIY) Stores	£ 33,178	1	1350
Construction	Construction Consultants	Other Construction Consultants	£ 30,019	1	22
Arts, Sport & Leisure	Leisure Services	Theme Parks & Attractions	£ 27,280	1	7
Social Care & Services	Other Social Care & Services	Other Social Care & Social Service Providers	£ 25,362	1	17
Facilities Management	Fittings	Awning & Canopy Suppliers	£ 23,918	1	59
Construction	Construction Trades	Roofers	£ 19,863	1	13
Vehicles	Road Vehicles	Coach & Mini Bus Hire Companies	£ 19,637	1	12
Human Resources	Training	Other Training Providers	£ 16,429	2	6
Travel & Accommodation	Travel	Other Travel & Tourism Service Providers	£ 15,000	1	4
Facilities Management	Fittings	Other Fittings & Furnishings Suppliers	£ 14,571	1	67
Vehicles	Road Vehicles	Car & Van Servicing & Maintenance Providers	£ 13,607	1	21
Social Care & Services	Adult Services	Drug & Alcohol Support Providers	£ 12,500	1	2
Financial Services	Accounting & Auditing	Accountants	£ 12,150	1	11
Travel & Accommodation	Accommodation	Hotels	£ 10,271	3	16
Arts, Sport & Leisure	Arts	Other Arts Providers	£ 9,600	1	2
Waste & Environmental Services	Waste Disposal	Hazardous Waste Disposal Providers	£ 9,475	1	2
Facilities Management	Fittings	Kitchen Fitters	£ 9,112	1	94
Professional Services	Business & Management Consultants	Other Business & Management Consultants	£ 8,750	2	8
Food, Beverage & Catering	Food	Fruit & Vegetable Suppliers	£ 8,200	1	6
Construction	Construction Trades	Joiners & Carpenters	£ 8,190	1	1
Education	Education Service Providers	Other Education Service Providers	£ 4,944	1	1
Legal	Legal Services	Solicitors	£ 4,800	2	16
Construction	Construction Trades	Ornamental Metalworkers	£ 4,525	1	4
ICT	Systems Integration & Services	Software Developers	£ 4,400	1	2
Construction	Construction Materials	Quarry & Aggregates Suppliers	£ 4,280	1	19
Waste & Environmental Services	Recycling	Recycling Service Providers	£ 3,700	1	3
Facilities Management	Furniture	Other Furniture Suppliers	£ 3,699	1	1
Arts, Sport & Leisure	Sports & Playground	Sports Clubs & Associations	£ 3,100	1	2
Animals & Farming	Farming	Crop & Livestock Farmers	£ 3,087	1	7
ICT	IT Hardware & Software	Computer Hardware Suppliers	£ 3,050	1	3
Legal	Legal Services	Barristers	£ 2,800	1	3
Marketing & Media	Events	Conference & Event Room Hirers	£ 2,133	1	2
Construction	Construction Trades	Painters & Decorators	£ 1,700	1	2
Facilities Management	Fittings	White Goods Suppliers	£ 1,631	1	5
ICT	Other IT Services	Other IT Service Providers	£ 1,560	1	1
Facilities Management	Grounds Maintenance	Landscaping Contractors	£ 1,090	1	13

There have been several events to assist suppliers including and The Council continues to partner with the Supplier Development Programme (SDP) to help prepare local suppliers to bid for Council Contracts. They have provided several webinars and virtual

events and feedback from these events have been extremely favourable



The Council attended the 2025 national Meet the Buyer event in May, organised by the Supplier Development programme and held at Murrayfield.

We spoke to almost 160 people from an incredibly diverse range of sectors. This included several construction businesses, including "passivhaus" expertise and gym provision, installation and maintenance firms. There were numerous ICT businesses and fleet-oriented companies. There are examples of potential suppliers in almost every area of Council activity

7. Contract standing orders

The Council's Procurement processes and procedures are documented in Contract Standing Orders (CSO's) and Financial Regulations. CSO's are made under Section 81 of the Local Government (Scotland) Act, 1973 and apply to the making of all contracts by or on behalf of Clackmannanshire Council. CSO's are subject to any overriding requirements of the European parliament on the coordination of procedures for public works contracts, public supply contracts and public service contracts and The Public Contracts (Scotland) Regulations 2015.

CSO's set out a framework of procedural rules, behaviours and standards applicable to procurement activity. Compliance ensures value for money, propriety and the proper expenditure of public money and ensures that the Council is fair and accountable in its dealings with contractors and suppliers.

CSO's were reviewed in the 2024/25 financial year, and a report will be submitted to Council for consideration and approval

Exceptions to CSO's are documented and full reports on the exceptions noted in 2024/25 are at Appendix 8.

8. Purchasing system

In 2016 we saw the replacement of the Council's finance system which has been realising benefits of end-to-end processing by fully supporting the e-procurement (purchase to pay process) and are enhancing procurement and finance governance arrangements.

The benefits include improved supplier payments, significant reduction in the purchase card transactions and enhanced procurement management information.

The Council is now using the system to undertake the annual financial analysis and procurement category of expenditure.

The system was upgraded in February 2020 and updated in 2022 to further improve the functionality and enhance the business processes and governance arrangements.

- **Contract Management**

This will provide us with a totally integrated procurement contract solution by combining the Contract Management, Purchasing, Catalogues and accounts payable modules with electronic workflow and web services. This is at the configuration design stage and a final configuration design document will be completed in the next financial year 2025/26

9. Purchasing cards

Due to the previous manual invoice system, the Council found difficulties in meeting national performance indicators to pay suppliers within 30 days, which was one of the reasons for implementing a new finance system. The figures shown in table 9 show the reductions in Purchase card expenditure and transactions.

Since 2003, a partnership with Barclaycard through the Government Procurement Card (GPC Visa) contract has enabled authorised staff to conduct low-value transactions quickly and to consolidate large numbers of invoices from multiple suppliers into a single monthly invoice, thus removing process costs and improving management information. There is a potential efficiency saving of £28 per transaction compared to the full manual process.

As GPC pays suppliers in as little as four days it allows the Council to support the Scottish Government's pledge to pay SMEs within 10 days.

The arrangement also makes it easier to monitor compliance with procurement policies such as delegated authority levels as the following can be set:

- different levels of purchasing authority for staff
- built-in safeguards such as monthly credit limits
- business sector category restrictions

The utilisation of the finance system rather than using the purchase card has provided improved workflow capabilities to route transactions for review and approval and show greater visibility on what is being spent. The use of electronic catalogues within the

system has taken away the requirement to use purchase cards for the low value transactions which can be consolidated within the finance system and reduce the number of transactions. The reduction in volumes and expenditure are shown in table 9 below.

Table 9: Purchase Card transactions summary

	2021/22	2022/23	2023/24	2024/25
Purchase Card Transactions	943	701	610	609
Spend	£167,975	£172,591	£ 166,695	£ 140,298
Cardholders	17	18	16	14

The Purchase Card process and our partnership with Barclaycard through the Government Procurement Card (GPC Visa) was reviewed this year.

We have been exploring via Scotland Excel the Cluster Agreement within the Crown Commercial Framework RM6248, Payment Solutions 2, Lot 1 – Procurement Cards which could deliver additional benefits to Council.

10. The Scottish Procurement Strategy

The Scottish Government's procurement strategy for 2024-2028. sets out their strategy and describes how they plan to carry out procurements for the period 1 April 2024 to 31 March 2028. It reflects their role as a contracting authority and some broader activities that they undertake in leading and delivering strategic governance, procurement policy, capability and eCommerce solutions across the Scottish public sector.

The strategy details strategic aims and objectives which support delivery of Scotland's Programme for Government which sets out three clear missions – Equality, Opportunity and Community. The strategy supports, aligns and drives continuous improvement with several national and local strategies, including the Public Procurement Strategy for Scotland (PPSS).

The national ambitions are embedded in the PPSS and this strategy details how they will continue to deliver them, working collaboratively across the public and private sectors, providing tools, support and guidance. It shows how they will help influence and empower buyer, supplier and key stakeholder communities and collectively use the significant annual public procurement spend across the Scottish public sector to support an inclusive, green and growing economy, support longer term economic wellbeing, a just transition to net zero and to support the response to the climate emergency.

There is a commitment to delivering in line with the principles of procurement, acting transparently and reducing barriers to engagement so that opportunities can be accessed by as diverse a range of businesses and organisations as possible.

This strategy outlines how we will all use the Power of Procurement to deliver and influence outcomes that are good for businesses and their employees, good for places and communities, good for society, and that are open and connected with the communities we serve.

11. Sustainable Procurement Duty (SPD)

Clackmannanshire Council's Sustainable Procurement Duty (SPD) is a legal requirement under the Procurement Reform (Scotland) Act 2014, requiring the Council to consider how its procurement activities can improve social, environmental, and economic well-being. This includes reducing inequality, involving Small and Medium Enterprises (SMEs), and promoting innovation, all while acting in a socially responsible manner. The Council uses tools and templates, such as self-cleansing questionnaires, to ensure these requirements are met and documented in their annual procurement reports.

Key Aspects of Clackmannanshire Council's Sustainable Procurement Duty

Legal Framework:

The duty stems from the Procurement Reform (Scotland) Act 2014, which mandates all contracting authorities in Scotland to uphold it.

Objectives:

The SPD requires the Council to consider how procurement can:

- **Improve Well-being:** Enhance the social, environmental, and economic well-being of the Clackmannanshire area.
- **Reduce Inequality:** Take steps to reduce inequality through procurement practices.
- **Support Local Businesses:** Facilitate the involvement of SMEs, third sector bodies, and supported businesses in procurement.
- **Promote Innovation:** Use public procurement as a tool to encourage and promote innovation.

Implementation Tools:

The Council uses various tools to implement the SPD:

- **Questionnaires:** Standardized SPD selection questions are included in procurement exercises, along with specific requirements relevant to the contract's value and risk.
- **Self-Cleansing:** Bidders can provide evidence of remedial actions to demonstrate their reliability.
- **Sustainable Procurement Tools:** The Council utilizes tools provided by The Scottish Government to help identify and address economic, social, and environmental outcomes.

Reporting and Documentation:

- **Procurement Strategy:** The Council outlines its approach to sustainable procurement in its overall procurement strategy.
- **Annual Reports:** The Council prepares an annual procurement report detailing its regulated procurement activities and their compliance with the Act and strategy.

Fairness:

A key element is ensuring contractors adhere to practices such as the Living Wage and avoid blacklisting policies, ensuring a fair approach to major projects.

12. Community Wealth Building

Clackmannanshire Council is committed to Community Wealth Building, which is an economic development approach focused on generating, circulating, and retaining wealth within local communities, with a focus on using anchor institutions to achieve this. The council is a leader in Community Wealth Building activity in Scotland and has a strategy for this purpose, focusing on collaboration with public and third-sector partners and businesses to empower communities and achieve improved, sustained outcomes, particularly in the face of challenges like the cost-of-living crisis.

Key Aspects of Clackmannanshire's Community Wealth Building

- **Anchor Institutions:**

The strategy relies on local anchor institutions (like the council, health boards, and universities) to harness their economic and social power for community benefit.
- **Collaboration:**

It emphasizes working collaboratively with public sector partners, third sector organisations, and businesses to deliver better outcomes.
- **Wellbeing Economy:**

The approach is aligned with the council's Wellbeing Economy Strategy, which seeks to build a more sustainable and prosperous future for the area.
- **Targeted Aims and Outcomes:**

The People Community Wellbeing Plan 2024-25 outlines specific aims and activities to achieve Community Wealth Building goals.
- **Response to Crises:**

Community Wealth Building provides a framework for addressing the short, medium, and long-term effects of the COVID-19 and cost of living crises by re-thinking how services are delivered to be more integrated and collaborative.

In essence the Council uses Community Wealth Building to ensure that economic development benefits its local communities, empowering them to achieve greater health, wellbeing, and prosperity.

We have also received significant practical support from Scottish Government and agencies such as Scotland Excel and the Improvement Service

We very much hope that learning from our work in Clackmannanshire will be of use to others as the drive to deliver a Wellbeing Economy and implement Community Wealth Building approaches across Scotland gathers pace.

We still have work to do to create both the capacity and culture to achieve this and to make the work more accessible to citizens, communities, businesses and other local organisations.

We have made commitments in our Transformation Programme to significant projects, such as the Family Wellbeing Partnership, this will help us to build trust in our approach with our communities.

Progressive Procurement of Goods and Services

Progressive procurement is a means through which greater economic, social and environmental benefits can be achieved for local places and people. Increased local Expenditure creates jobs, contributing to a multiplier effect which in turn creates additional jobs via increased demand for local goods and services.

Corporate Culture on Procurement and Commissioning

In this report and previous Annual Procurement Reports it affirms that Clackmannanshire Council is committed to maximising community benefits, Community Wealth Building and the Council's social and economic regeneration objectives.

Furthermore, it recognises that local suppliers are important stakeholders in the community and setting up and encouraging two-way communication with them helps to fulfil the Council's strategic priorities.

13. Living Wage Employer

Living Wage Employer

The Real Living Wage is the only rate calculated according to what people need to make ends meet. It provides a voluntary benchmark for employers that choose to ensure their staff earns a wage that meets the costs and pressures they face in their everyday lives.

These rates are announced in November as part of Living Wage Week – the annual celebration of the Living Wage movement in the UK.

The rates are calculated annually by the Resolution Foundation and overseen by the Living Wage Commission, based on the best available evidence on living standards in London and the UK.

The Living Wage Foundation is the organisation at the heart of the UK movement of businesses, organisations and individuals who campaign for the simple idea that a hard day's work deserves a fair day's pay.

Clackmannanshire Council was confirmed in November 2021 as an accredited Living Wage employer. This links in to our community wealth building agenda and reinforces our commitment as a Council to reducing poverty and inequality for our employees.

14. Other activities

The UK Procurement Act 2023 came into effect on the 24th February 2025

The provisions of the Act do not, in the main, apply to devolved Scottish authorities, which continue to be governed by the existing suite of Scottish procurement legislation [the Public Contracts (Scotland) Regulations 2015, the Utilities Contracts (Scotland) Regulations 2016, Concession Contracts (Scotland) Regulations 2016, the Procurement Reform (Scotland) Act 2014 and the Procurement (Scotland) Regulations 2016].

There will be some implications for the Council when we use framework agreements put in place by English, Welsh and Northern Irish authorities, however this should not be felt immediately. Devolved Scottish authorities can continue to award call-off contracts under framework agreements awarded by, or advertised by, English, Welsh and Northern Irish authorities prior to today.

Existing rules and procedures will continue to apply to these framework agreements. For any framework agreements advertised under the UK Procurement Act going forward from Feb, Scottish devolved authorities will be subject to elements of the new UK rules once these framework agreements are in place and whenever they award a contract under the terms of them.

For note: Scotland has already taken significant steps to reform public procurement, some of which are now being mirrored by the new UK Act. Indeed, the Sustainable Procurement Duty in the Procurement Reform (Scotland) Act 2014 explicitly requires Scottish authorities to consider how a procurement process can improve the economic, social and environmental wellbeing of their area – specifically including reducing inequality – and to act with a view to securing such improvements.

It also requires consideration of how to facilitate the involvement of SMEs, third sector bodies and supported businesses, and supporting innovation.

The 2014 Act also increased transparency by requiring regulated contracts to be advertised on one single advertising portal, and it requires authorities to consider community benefits in major contracts.

Scottish suppliers will continue to enjoy legally-enforceable rights to equal treatment when bidding for regulated contracts under the UK Procurement Act.

- The Council will continue to review and update procurement:
 - Policies, procedures and contract standing orders
 - Standard form tender documentation
 - Standard form contracts
- Policies, procedures and contract standing orders updates will:
 - Give prominence to the national procurement priorities which will underpin all Council procurement activities including community wealth being
 - Update statutory references – Act and new Regulations
 - Update thresholds and reflect lower thresholds under Act
 - Include new procedures – competitive with negotiation, innovation partnership
 - Reference Light Touch Regime where appropriate
 - Consider producing decision-making tools to assist those making procurement related decisions – checklists / flowcharts
 - Highlight that some contracts may be subject to both Act and Regulations

Clackmannanshire Council Contract register

The contract register is publicly available and here you can see all current contracts, expired contracts and collaborative contracts and is updated on a regular basis, and can be accessed via Public Contracts Scotland

https://www.publiccontractsscotland.gov.uk/Contracts/Contracts_Search.aspx?AuthID=AA00260

Focus On Spend

Focus on Spend seeks to deliver meaningful visibility of Clackmannanshire Council's Expenditure on goods & services bought from suppliers in the last financial year.

<https://www.clacks.gov.uk/site/documents/procurement/tradecreditorexpenditure/>

The information is provided by dxc.com (Spikes Cavell), a private company that classifies our payment data into clear and consistent categories that we think makes our expenditure information more accessible. To that end significant effort is required to improve the raw financial data such that it is accessible, relevant and of value to the general public.

As with any classification, we are aware that some expenditure can end up in categories that people didn't expect. This is likely to happen when where we have bought more than one kind of item from the same supplier. Despite this, we think that this method of presentation provides the public with good quality, easily accessible information on Council expenditure.

TechnologyOne future updates

Contract Management

This will provide us with a totally integrated procurement contract solution by combining the Contract Management, Purchasing, Catalogues and accounts payable modules with electronic workflow and web services. This is at the configuration design stage, and a final configuration design document will be completed in the next financial year 2025/26

Appendix1. Summary of the regulated procurements that have been completed during the year covered by the report.

Table 10: Regulated procurement summary

File Number	Requirement	Org	Value	Complied With Strategy	Community Benefits
2/6/2136	VERITAS SOFTWARE RENEWAL	Crown	£ 110,326.86	Yes	No
2/6/2137	CLEARSWIFT WEB AND EMAIL FILTER SUPPORT	Crown	£ 60,274.22	Yes	No
2/6/2143	FLEET REPLACEMENT – 18T GRITTING VEHICLE	SXL	£ 148,736.00	Yes	No
2/6/2145	HCL LOTUS NOTES SUPPORT	Crown	£ 190,035.00	Yes	No
2/6/2149	HEALTH & SAFETY IT SYSTEM	Crown	£ 62,242.24	Yes	No
2/6/2151	TARGETED COUNSELLING IN ESTABLISHMENTS 10 - 18	Clacks	£ 518,700.00	Yes	Yes
2/6/2155	PUBLIC BUILDINGS SERVICING AND REACTIVE HEATING MAINTENANCE	SPA	£ 1,000,000.00	Yes	No
2/6/2156	DISPOSAL AND HAULAGE OF CARPETS & MATTRESSES	SXL	£ 240,000.00	Yes	No
2/6/2157	PARTNERSHIP AND PERFORMANCE CAPACITY REVIEW	Clacks	£ 50,000.00	Yes	No
2/6/2158	TRACTOR HIRE (WINTER MAINTENANCE)	SXL	£ 195,000.00	Yes	No
2/6/2161	SELF NEGLECT AND HOARDING SERVICE	Clacks	£ 75,000.00	Yes	No
2/6/2166	CYCLE STORAGE INFRASTRUCTURE	Clacks	£ 175,000.00	Yes	Yes
2/6/2167	CYCLE AUTOMATIC TRAFFIC COUNTERS	Clacks	£ 129,762.63	Yes	Yes
2/6/2173	ROAD MATERIALS - ROADSTONE	SXL	£ 500,000.00	Yes	Yes
2/6/2180	PLACE SUPPORT CONTRACT	SPA	£ 2,916,000.00	Yes	No
2/6/2182	FLEET REPLACEMENT – SWEEPER REPLACEMENT	SXL	£ 168,059.00	Yes	No
2/6/2195	DRIVE THOUGH TRUCK WASH BAY	SXL	£ 80,000.00	Yes	No
2/6/2198	SOCIAL WORK IT SYSTEM CONSULTANCY	Barnet	£ 182,000.00	Yes	No
2/6/2201	GREENFIELD HOUSE REFURBISHMENT	SPA	£ 1,000,000.00	Yes	No
2/6/2206	ENERGY EFFICIENT HEATING - GAS BOILERS	SPA	£ 1,888,000.00	Yes	No
2/6/2223	SOCIAL WORK IT SYSTEM CONSULTANCY - ADDITIONAL CONSULTANCY	Barnet	£ 167,500.00	Yes	No
2/6/2228	ICT DESKTOP CLIENT DEVICES	Scot	£ 500,000.00	Yes	No

Appendix 2. Summary of any community benefit requirements imposed as part of a regulated procurement that were fulfilled during the year covered by the report,

Where the Council proposes to carry out a regulated procurement where the estimated value of the contract is equal to or greater than £4,000,000. The Council must, before carrying out the procurement, consider whether to impose community benefit requirements as part of the procurement.

There were no contracts during this year that required consideration as part of the regulation.

Four (4) regulated procurements had community benefits included that were below the £4,000,000 threshold. These are shown in the table Below

Most large-scale contracts have been done via National arrangements. The roadstone contract via Scotland Excel qualifies for community benefit points due to the annual spend. Once this is calculated these will be called off by the services as part of their contract management.

Ref	Title	Start Date	End Date	Community Benefits Expected	Main Contractor
2/6/2151	Targeted Counselling services across educational establishments for young people aged 10-18	01/11/2024	01/05/2025	The Counselling in Schools service will work to build children, young people and their families resilience and capacity through a targeted, intensive support service that helps them to cope with wide-ranging and complex social, emotional and mental wellbeing concerns. The defined and bespoke role will utilise qualified Counsellors and will involve collaboration and signposting to existing services across Clackmannanshire	Therapeutic Counselling Services Ltd
2/6/2166	Supply and Installation of Cycling Shelters and Storage Facilities	25/11/2024	25/03/2025	Grease Monkey Free bike repair station donated Clothing to Cycling Without Age donated Organise bike maintenance evenings	Grease Monkey Ltd
2/6/2166	Supply and Installation of Cycling Shelters and Storage Facilities	25/11/2024	25/03/2025	Falso Scrap metal value donated to Trussell Foundation Local community groups have been invited to include their wishes so they can be catered for eg Third Sector Interface and Friends of Gartmon Dam.	Falco UK Ltd
2/6/2167	Installation of Automatic Cycling and Pedestrian Monitoring Counters	03/03/2025	03/04/2026	They have already engaged with Cycling Without Age Clackmannanshire to understand their specific needs and have tailored their support accordingly. They commit to making a measurable impact by directly addressing the requirements outlined by Clackmannanshire Council. Direct Financial Support: In Phase 1, they will allocate £500 to provide Cycling Without Age with essential cycling maintenance equipment. In Phase 2, they will boost this support with an additional £1,000, ensuring the sustainability and performance of their bike fleet. Strengthening Active Travel: Their initiative complements the installation of pedestrian and cycle counters by promoting monitored routes and active travel. They drive greater usage of these routes, enhancing the overall cycling infrastructure in Clackmannanshire. Enhancing Community Well-Being: By supporting Cycling Without Age, they help offer community members enriching outdoor cycling experiences, giving them a fresh lease on life and improving their quality of life.	Clearview Intelligence Ltd

Appendix 3. Steps taken to facilitate the involvement of supported businesses in regulated procurements during the year covered by the report,

Suppliers whose main aim is the social and professional integration of disabled or disadvantaged persons, where at least 30% of their employees are disabled or disadvantaged workers are classed as Supported Businesses. It is possible for the Council to “reserve” the right to participate in a competition to supported businesses where it is assessed as appropriate.

The Council contract standing orders enable officers to reserve contracts with supported businesses more readily without having to resort to full tendering exercises.

We actively encourage the use of the supported business frameworks and are currently using:

Provider	Provision	24/25
APEX	Cleaning Services	£40,000.00
Alloa Community Enterprises (ACE)	Second-hand furniture outlet,	£3,700.00
Lady Haig Poppy Factory	Component assembly	£42.40
Royal National Institute for the Blind	Signage	£2,552.00
GTS Solutions CIC	Security	£26,597.00
Scott Direct Limited	Workwear PPE	£5,417.00
		£72,891.40

Appendix 4. Summary of the regulated procurements the authority expects to commence in the next two financial years,

The Council capital plan agreed at Council provides detail of future regulated procurement requirements for 2025/26 to 2044/45 this can be found at

<https://www.clacks.gov.uk/document/meeting/127/1286/8106.pdf>

Specifically pages 79 – 80 of the report linked above

The listing below is contracts due for renewal within the next two financial years. Please note some of these arrangements have the option for extension periods that extend the contracts beyond the original end date.

ID	TITLE	END DATE
672749	Microsoft OVS & FoxIT PDF Editor Software	31/10/2025
782210	Internet of Things; Atmospheric, Social Housing	08/11/2025
806261	Schools Fibre Installation	30/11/2025
784499	Specialist Employability Support	30/11/2025
760149	Traffic Signals Maintenance Services	30/11/2025
751948	Mobile Voice and Data Services	30/11/2025
637296	Roads Management Software	30/11/2025
787963	Customer Service Hub - Professional Services	27/01/2026
544087	Online Payment and Engagement Solutions and Cashless Catering Solution	31/01/2026
802838	Specialist Planning Recruitment	15/03/2026
715081	Waste services Labels and Software	15/03/2026
807952	National Care Home Contract	31/03/2026
804647	Care & Support for Children and Young People - Add Req	31/03/2026
794393	Housing System Support and Maintenance - OHMS	31/03/2026
788404	Supply and Delivery of Bicycles	31/03/2026
742403	Framework Agreement for Superimposed Road Markings & Associated Services	31/03/2026
713767	Westhaugh Transformational Project	31/03/2026
692136	Window Replacements	31/03/2026
692129	Door Provision	31/03/2026
687248	Stairlifts, Steplifts, Vertical Through Floor Lifts and Hoists	31/03/2026
687240	NOx Analyser Service Contract	31/03/2026
678093	Enhancement to Leisure & Management Booking System with support.	31/03/2026
677925	HR Payroll System	31/03/2026
677404	Demolition of lock ups and other non permanent structures	31/03/2026
661765	VMware licensing upgrade - Education & Corporate	31/03/2026
282618	Vending Service Concession	31/03/2026
793718	Care and support for children and young people	01/04/2026
771612	School Age Childcare Early Adopting Communities Project	01/04/2026
764235	Care and support for children and young people	01/04/2026
640839	Banking Services	01/04/2026

613169	Care and support for children and young people	01/04/2026
761623	School Online Payments	05/04/2026
684503	Oracle licence agreement	05/04/2026
792894	Installation of Automatic Cycling and Pedestrian Monitoring Counters	03/05/2026
766516	Replacement Ski Mats	15/05/2026
768130	Collection and Treatment of Mixed Wood	28/05/2026
809962	Pilot scheme for Employability Programme (for those with experience of Justice system)	31/05/2026
792544	Stone Preservation Works	30/06/2026
771155	Self Neglect and Hoarding Service	30/06/2026
738586	Schools Anti-Virus	30/06/2026
738373	Customer Service Hub	08/07/2026
625134	Early Learning and Childcare Funded Providers	31/07/2026
745562	Vehicle Telematics	01/08/2026
638231	Early Learning and Childcare Funded Providers	01/08/2026
590846	Early Learning and Childcare Funded Providers	01/08/2026
797667	Storage Of Gypsy Travelers' Caravans	03/08/2026
663044	Early Learning and Childcare Funded Providers	03/08/2026
709874	Energy Efficiency Scotland Area Based Scheme	21/08/2026
742632	Domestic Roof and Render Upgrade Works	31/08/2026
705739	Soft Skills Training	11/09/2026
772575	Roadstone	30/09/2026
766223	HCL Notes Software	30/09/2026
708066	Safe Electrical Periodical Testing Corporate Public Buildings	01/10/2026
747154	Haulage and processing of recyclable containers- plastics, metals and cartons	10/10/2026
811468	Windows 10 Extended Support (Corporate)	14/10/2026
792520	Tourism Consultant	20/10/2026
810089	Gap Homes Stirling Project	03/12/2026
753763	Corporate Microsoft Licenses	31/12/2026
786833	The disposal and treatment of Waste Electrical and Electronic Equipment (WEEE)	06/01/2027
757797	Ground water and gas monitoring of Black Devon closed landfill	28/02/2027
809222	Chair of the Technical Design Authority (TDA)	31/03/2027
809086	Crisis Support	31/03/2027
792539	Culture, Heritage and Tourism Business Plan Development Consultant	31/03/2027
774954	Short Term Residential Care for Young People with Complex Health Needs as a result of a Disability	31/03/2027
772187	Housing Money & Welfare Benefits advice & Support	31/03/2027
771797	Bill Payment Service	31/03/2027
770452	Citrix Universal Hybrid Multicloud	31/03/2027
763903	Clearswift Web and Email filter support	31/03/2027
763899	Veritas Software Renewal 2024	31/03/2027
763889	Education Smoothwall support	31/03/2027
728880	IDOX Uniform Support and Hosting	31/03/2027
728439	Idox Uniform and EDMS Package	31/03/2027
713775	Wellbeing Hub Project Manager and Authoritys Representative	31/03/2027

Appendix 5. Top 50 Suppliers by total expenditure

Supplier Name	Total Value	Proclass 10.1 Level 3
Clackmannanshire Educ Partnership Ltd	£ 10,029,824.41	Facilities & Management Services - Other
ARIA HEALTHCARE GROUP LTD	£ 4,018,799.61	Social Care - Adult - Nursing Homes
McConnell Seamless Roofing	£ 3,932,157.01	Construction - Buildings - Other
EDF Energy Networks Ltd	£ 2,734,510.89	Utilities - Electricity
Cera Care Operations (Scotland) Ltd	£ 2,565,528.64	Social Care - Adult - Domiciliary Care
SIDEY GLAZIERS LTD	£ 2,358,167.40	Construction Materials - General Materials
Community Integrated Care	£ 2,170,172.56	Social Care - Adult - Domiciliary Care
Lasman	£ 1,908,711.00	Construction - Buildings - Construction
HUB EAST CENTRAL SCOTLAND LIMITED	£ 1,586,710.85	Consultancy - Management - Organisation & Planning
ARTHUR J GALLAGHER (U K) LIMITED	£ 1,440,039.25	Financial Services - Insurance
Scottish Autism Central Area Office	£ 1,310,278.63	Social Care - Adult - Residential Care
Parklands Care Limited Meallmore	£ 1,249,952.88	Social Care - Adult - Residential Care
Key Housing Association Ltd	£ 1,240,953.66	Housing Management - Other
IKL CARE	£ 1,236,274.55	Social Care - Adult - Domiciliary Care
Cluaran HCS Limited	£ 1,148,028.07	Social Care - Adult - Domiciliary Care
M A BROWN	£ 1,075,986.43	Social Care - Other
SURESERVE ENERGY SERVICES UK LTD	£ 1,015,274.75	Construction - Buildings - Other
Cairn Construction Limited	£ 952,464.70	Construction - Other
SEAMAB SCHOOL	£ 936,387.90	Education - Children Services
1st Class Care	£ 919,607.97	Social Care - Adult - Domiciliary Care
J H Civil Engineering Ltd	£ 857,056.00	Construction - Other
AC Gold Services	£ 801,223.10	Construction - Buildings - Other
Sysco GB Limited	£ 788,373.72	Catering - Food & Beverages - Other
Flourish Home Support Services Ltd	£ 781,301.86	Social Care - Adult - Domiciliary Care
TOTAL GAS & POWER LTD	£ 757,857.24	Utilities - Gas
ACTION FOR CHILDREN SERVICES LTD	£ 756,633.76	Social Care - Children - Adoption
FORTH VALLEY NHS BOARD	£ 716,936.44	Healthcare - Other
CAREVISIONS	£ 695,322.50	Social Care - Children - Specialist Domestic Violence
Skinnern Construction Limited	£ 646,864.87	Construction - Buildings - Construction
M.A.B Preservation Limited	£ 615,860.45	Construction - Buildings - Repair & Maintenance
Ark Housing Association Ltd GR	£ 599,470.65	Housing Management - Other
HUNTERS EXECUTIVE COACHES	£ 595,801.66	Public Transport - Passenger Transport
Kibble Education And Care Centre	£ 595,657.20	Social Care - Children - Childcare Services
HC-ONE LTD (FORTHBANK)	£ 588,235.15	Social Care - Adult - Residential Care
Trust Housing Association Ltd	£ 587,312.74	Housing Management - Other
Danshell Healthcare Limited	£ 551,424.29	Social Care - Children with Disabilities â€“ Care Services
STEP UP	£ 542,598.43	HR - Training & Conferences
Starley Hall School	£ 541,052.15	Education - Children Services
AMERESCO LIMITED	£ 528,313.17	Facilities Mgmt - Energy Efficiency
HAYS PERSONNEL	£ 526,730.72	HR - Temporary & Agency Staff - Other
Scotia Homecare Solutions Ltd	£ 518,031.42	Social Care - Adult - Domiciliary Care
Aberlour Child Care Trust	£ 505,688.03	Social Care - Children - Childcare Services
Little Stars Nursery	£ 503,011.50	Social Care - Children - Nurseries & Creches
THE NATIONAL AUTISTIC SOCIETY	£ 498,221.26	Social Care - Children with Disabilities â€“ Care Services
SWIIS FOSTER CARE LTD	£ 497,307.16	Social Care - Children - Adoption
Richmond Fellowship	£ 454,842.95	Social Care - Other
The Furnishing Service Ltd	£ 452,519.04	Furniture - Domestic Furniture
Scottish Water	£ 443,837.07	Utilities - Water
FLYING START NURSERY	£ 440,145.01	Social Care - Children - Nurseries & Creches
Barnardo'S	£ 423,795.78	Social Care - Children - Childcare Services

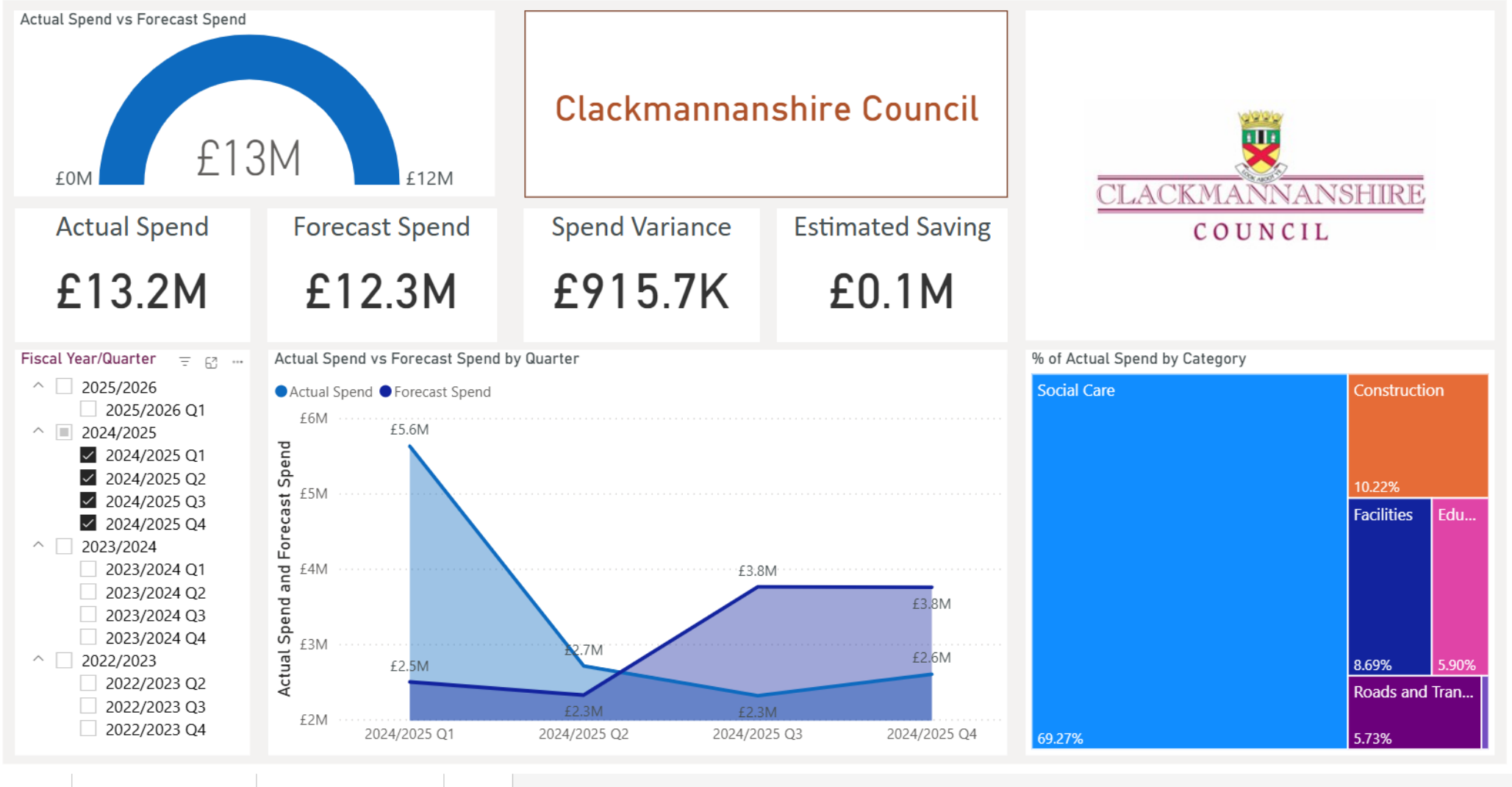
Appendix 6. Participation in National Contracts

Scottish Government procurement (Cat A) Summary of contracts used expenditure and savings

Contract	SUPPLIER	Total Spend	Total Saving
General Office Supplies	Lyreco UK Limited	£ 48,801	£ 3,377
Print & Associated Services (2023) - Lot 1 (Litho / Digital / Web)	Harlow Printing Ltd	£ 1,035	£ 115
Print & Associated Services (2023) - Lot 1 (Litho / Digital / Web)	McAllister Litho Glasgow Ltd	£ 524	£ 58
Print & Associated Services (2023) - Lot 1 (Litho / Digital / Web)	Panda Litho Limited t/a Pandaprint	£ 1,947	£ 214
Recruitment Advertising & Public Information Notices (2020)	Peoplescout Ltd	£ 6,076	£ 6,401
Banking Services (2022)	The Royal Bank of Scotland	£ 6,047	£ 2,419
Legal Services Framework 2019 - One Stop Shop	Morton Fraser MacRoberts	£ 155,147	£ -
Legal Services Framework 2023 – Litigation, Reparation, Employment and Inquiries	Brodies	£ 4,148	£ -
Postal Services Framework 2021 – Lot 1 - One Stop Shop for Physical, Hybrid, Scheduled/Regular Bulk (Print and Post) and Digital Mail Services	Royal Mail Group Ltd	£ 76,134	£ 3,045
Temp Admin, Catering & Manual Staff Services Framework 2019 (3rd generation) – South Region	Pertemps Recruitment Partnership Ltd	£ 45,069	£ 3,907
National Framework for Office Equipment and Services (2017)	Ricoh (UK) Ltd	£ 59,500	£ 13,489
Mobile Client Devices	Hewlett Packard UK Ltd	£ 73,384	£ 54,966
Technology Peripherals and Infrastructure	Computacenter	£ 21,777	£ 5,227
New Software VAR Framework	Computacenter	£ 4,497	£ 65
Desktop Client Device Framework	HP	£ 182,217	£ 116,155
Web Based and Proprietary Device Framework	XMA Ltd	£ 263,680	£ 74,920
Natural Gas	Total Gas & Power Ltd	£ 764,569	£ 20,290
Electricity 2021	EDF Energy Ltd	£3,217,676	£ 149,086
Liquid Fuel - Scotland Central (2023)	Highland Fuels	£ 385,432	£ 21,083
Liquid Fuel - Scotland Central (2023)	Scottish Fuels	£ 24,752	£ 1,354
Water and Waste Water Services (2023)	Business Stream	£ 465,650	£ 118,649
		£5,808,062	£ 594,821

Participation in National Contracts

Scotland Excel - Local Authority sector contracts (Cat B)



Available

65

Contracts

Participating In

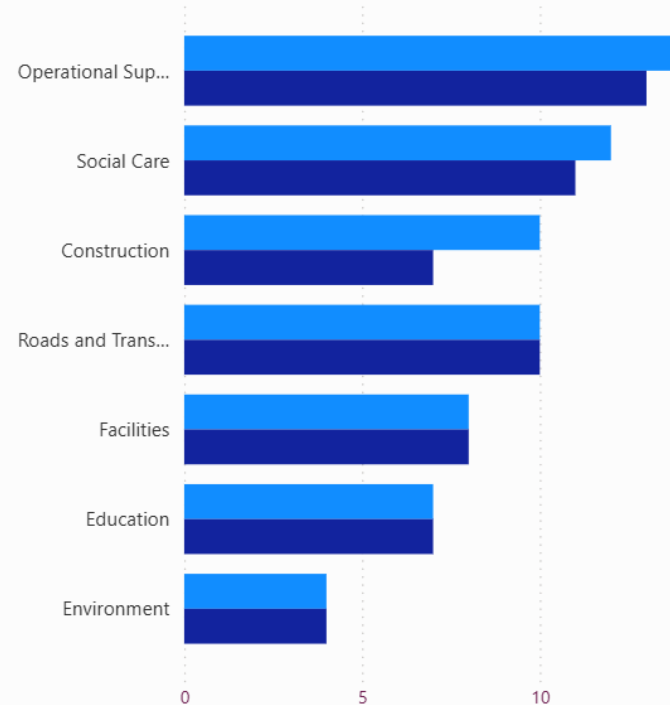
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Contracts

Clackmannanshire Council

No of Contracts By Category

● Available ● Participating In



Spend This Quarter

28

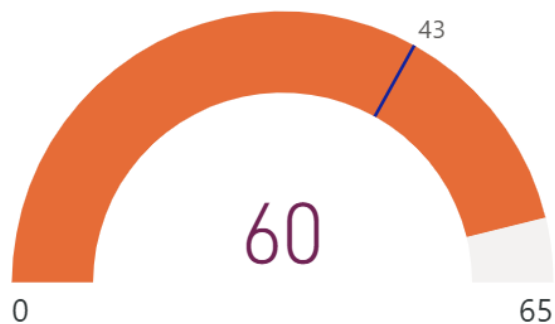
Contracts

Spend On Life

43

Contracts

Spend On Life vs Contract Participation vs Contracts Available



92%
Participation

66%
Utilisation

Appendix 7. Clackmannanshire procurement activity (Cat C) savings

Clackmannanshire Council Cat C procurement activity savings are calculated by showing the difference between the budget figure authorised at the start of the procurement process and the actual contract figure. Both values are for the total value of the contract over the lifetime of the contract. The figures shown below are for procurement activity started in **April 2024 up to March 2025**.

Potential Overall Savings **£638,304** and:

Potential Annual Saving for 2024/25 of **£517,815**

File Number	Requirement	Supplier Name	Form 1 Estimated Spend	Form 2 Amount of Award	Savings	Capital / Revenue	Goods, Services or Works	Months	Potential Annual Saving
2/6/2130	EDUCATION BACKUP VEAM	Trustmarque Solutions Ltd	£ 29,000.00	£ 28,691.78	£ 308.22	Both	Service	60	£ 61.64
2/6/2132	ONLINE SCHOOL PAYMENTS	Parentpay	£ 17,809.00	£ 14,272.60	£ 3,536.40	Revenue	Service	24	£ 1,768.20
2/6/2133	EDUCATION SMOOTHWALL HYBRID FILTER	Ultima Business Solutions	£ 26,000.00	£ 25,465.97	£ 534.03	Revenue	Service	36	£ 178.01
2/6/2137	CLEARSWIFT WEB AND EMAIL FILTER SUPPORT	Boxxe	£ 64,000.00	£ 60,274.22	£ 3,725.78	Revenue	Service	24	£ 1,862.89
2/6/2145	HCL LOTUS NOTES SUPPORT	Boxxe	£360,000.00	£ 190,035.00	£169,965.00	Both	Service	30	£ 56,655.00
2/6/2151	TARGETED COUNSELLING IN ESTABLISHMENTS 10 - 18	Health Is One - was Therapeutic Counselling Services Ltd	£520,000.00	£ 518,700.00	£ 1,300.00	Revenue	Service	42	£ 325.00
2/6/2190	SPECIALIST EMPLOYABILITY SUPPORT PROGRAMME FOR ASN	Enable Scotland	£ 49,999.00	£ 49,972.00	£ 27.00	Revenue	Service	12	£ 27.00
2/6/2200	PROVISION OF BIKES	Decathlon UK	£ 40,000.00	£ 13,391.07	£ 26,608.93	Capital	Goods	16	£ 26,608.93
2/6/2167	CYCLE AUTOMATIC TRAFFIC COUNTERS	Clearview Intelligence Limited	£155,000.00	£ 129,762.63	£ 25,237.37	Capital	Works	14	£ 25,237.37
2/6/2204	TOURISM CONSULTANT	Community Enterprise	£ 40,000.00	£ 19,450.00	£ 20,550.00	Revenue	Service	19	£ 13,700.00
2/6/2198	SOCIAL WORK IT SYSTEM CONSULTANCY	Pricewaterhouse Cooper (PwC)	£515,760.00	£ 182,000.00	£333,760.00	Revenue	Service	3	£ 333,760.00
2/6/2194	NETWORKING SWITCHES - EDUCATION	Insight Direct (UK) Ltd	£ 90,000.00	£ 42,308.51	£ 47,691.49	Capital	Goods	3	£ 47,691.49
2/6/2169	CYCLE DR BIKE AND BIKE MAINTENANCE	FEL Scotland	£ 15,000.00	£ 9,940.00	£ 5,060.00	Revenue	Service	5	£ 9,940.00
					£ 638,304.22				£ 517,815.53

Appendix 8. Exception reports

Contract standing orders apply to all contracts entered by procurement officers. In some circumstances however, exceptions may be granted. All requests must be made in writing, following the procedure detailed in Appendix 1 of CSO's. Identifying the grounds for the request. Approvals must also be recorded in writing and given prior to any action not in accordance with CSO's being taken.

In such an event, the requirement to comply with the Scottish Regulations remains. A voluntary award notices without competition are published in Public Contracts Scotland where appropriate for any exception granted, and where the exemption granted is above threshold, the procedures leading to the award under the Scottish Regulations are followed.

File Number	Requirement	Supplier Name	Form 2 Amount of Award	Service
2/6/2152	M365 IMPLEMENTATION	Emposo Limited	£ 164,692.00	P&P
2/6/2159	HEAVY VEHICLE WORKSHOP LIFTS	Steril UK Limited	£ 60,000.00	Place
2/6/2172	FINANCE SYSTEM SAAS OneCouncil	TechnologyOne	£1,070,556.00	P&P
2/6/2186	SAMPLE VALUATION OF COUNCIL PROPERTIES FOR 23/24 STATUTORY ANNUAL ACCOUNTS	J&E SHEPHERD	£ 28,000.00	P&P
2/6/2193	STONE PRESERVATION WORKS - KILNCRAIGS	Austin Smith Lord	£ 19,800.00	Place
2/6/2207	FORTHBANK SITE INVESTIGATIONS	Not approved	£ -	Place
2/6/2212	CONTINUITY OF CRITICAL IT SUPPORT FOR PSN COMPLIANCE AND IT SECURITY	Arctthink	£ 37,500.00	P&P
2/6/2218	MONEY & WELFARE BENEFITS ADVICE & SUPPORT UP TO AND INCLUDING TYPE III	Clackmannanshire Citizens Advice Bureau Ltd	£ 398,000.00	Place
2/6/2234	STORAGE OF GYPSY TRAVELLERS CARAVANS	Xayam 102	£ 54,000.00	Place

Appendix 9. Spikes Cavell (The Hub) charts

Expenditure by Scottish Region – Forth Valley 39%

Region (Scottish Definition)	Total Spend	Total Value (%)	Total Suppliers	Total Suppliers (%)	Total Transactions	Total Transactions (%)
(none)	(none)	(none)	(none)	(none)	(none)	(none)
Scotland – Forth Valley	35,375,451.37	39.18	287	26.87	13,549	43.78
Scotland – Glasgow and Strathclyde	13,617,936.00	15.08	160	14.98	4,720	15.25
South East	12,542,093.74	13.89	67	6.27	1,475	4.77
Scotland – Tayside Central and Fife	5,704,107.03	6.32	65	6.09	2,153	6.96
Scotland – Edinburgh and Lothians	4,600,044.08	5.09	90	8.43	1,017	3.29
South West	3,878,343.26	4.30	38	3.56	568	1.84
North West	3,435,355.19	3.80	56	5.24	1,244	4.02
London	2,741,924.68	3.04	61	5.71	1,158	3.74
Yorkshire and The Humber	2,034,759.82	2.25	55	5.15	1,864	6.02
East of England	2,023,476.83	2.24	38	3.56	521	1.68
East Midlands	1,341,021.61	1.49	48	4.49	661	2.14
West Midlands	1,105,807.21	1.22	56	5.24	1,132	3.66
Scotland – Highlands and Islands	671,378.70	0.74	10	0.94	92	0.30
Scotland – South	494,571.22	0.55	5	0.47	108	0.35
North East	349,896.43	0.39	7	0.66	227	0.73
Wales	204,734.67	0.23	12	1.12	27	0.09
Scotland – Aberdeen and North East	111,966.27	0.12	12	1.12	423	1.37
Northern Ireland	63,740.70	0.07	4	0.37	9	0.03

Expenditure by Region – Scotland 67%

Region (ONS Definition)	Total Spend	Total Value (%)	Total Suppliers	Total Suppliers (%)	Total Transactions	Total Transactions (%)
(none) ▼	(none) ▼	(none) ▼	(none) ▼	(none) ▼	(none) ▼	(none) ▼
Scotland	60,575,454.67	67.08	629	58.90	22,062	71.29
South East	12,542,093.74	13.89	67	6.27	1,475	4.77
South West	3,878,343.26	4.30	38	3.56	568	1.84
North West	3,435,355.19	3.80	56	5.24	1,244	4.02
London	2,741,924.68	3.04	61	5.71	1,158	3.74
Yorkshire and The Humber	2,034,759.82	2.25	55	5.15	1,864	6.02
East of England	2,023,476.83	2.24	38	3.56	521	1.68
East Midlands	1,341,021.61	1.49	48	4.49	661	2.14
West Midlands	1,105,807.21	1.22	56	5.24	1,132	3.66
North East	349,896.43	0.39	7	0.66	227	0.73
Wales	204,734.67	0.23	12	1.12	27	0.09
Northern Ireland	63,740.70	0.07	4	0.37	9	0.03

Top 20 Expenditure by Cost Centre

Org Level 3 Description	Total Spend	Total Suppliers
Balance Sheet	£ 16,826,524.94	125
Secondary Schools PPP	£ 10,028,299.53	1
Physical Disability Assessment & Care Management	£ 9,877,537.43	52
Learning Disability Assessment & Care Management	£ 9,030,524.31	49
Older People Assessment & Care Management	£ 5,032,083.98	51
HRA Operations	£ 4,366,116.25	86
Utilities Management	£ 3,321,666.76	18
Residential Placements	£ 2,819,679.47	12
Mental Health Assessment & Care Management	£ 2,552,200.45	39
External Foster Care	£ 2,456,254.27	17
Homeless & Specialised Accom	£ 1,895,941.99	22
Building Repairs & Maintenance	£ 1,518,034.69	62
Early Years Centrally Held	£ 1,354,196.87	22
Child Wellbeing Partnership	£ 1,227,929.23	33
Central IT Software Maintenance	£ 1,064,999.84	17
Grounds Maintenance	£ 711,818.79	56
Catering Central	£ 700,250.77	29
HRA Private Contractors	£ 688,685.46	14
Childrens Commissioned Services	£ 679,513.75	6
Fleet Operations	£ 674,603.65	50

Top 25 Expenditure by Nominal Code

Internal Spend Category Code	Internal Spend Category Description	Total Spend	Total Suppliers
40021	Home Care	£ 15,982,206.84	41
40025	Payments To Contractors	£ 13,273,781.03	156
40018	Private Nursing Homes	£ 10,136,644.42	33
60004	Asset Additions - Council Dwellings	£ 7,617,318.43	16
40017	Private Residential Homes	£ 4,346,938.12	21
60006	Asset Additions - Infrastructure	£ 3,149,294.99	54
40016	Educational Establishments Payment	£ 3,132,004.32	25
20016	Electricity	£ 2,813,412.53	11
60001	Assets under Construction	£ 2,716,619.19	2
40034	Payment To Subcontractor	£ 2,609,585.93	21
40042	Fostering & Kinship Payments	£ 2,447,093.38	15
40036	Other Agencies Payment	£ 2,073,990.35	106
40019	Supported Accommodation	£ 1,919,294.16	7
20007	Annual Maintenance External Providers	£ 1,771,305.11	59
30006	Materials - Direct purchases from suppliers	£ 1,370,437.41	138
40015	Voluntary Organisations Payment	£ 1,345,004.22	21
20048	Pupil & Client Transport	£ 1,313,860.27	26
60002	Asset Additions - Vehicle, Plant and Equipment	£ 1,242,826.05	28
30112	Computer Software Maint.	£ 1,224,353.74	24
10066	Agency Staff Costs	£ 1,110,077.10	13
30005	Materials (issued from Stock)	£ 1,097,815.03	46
30069	Provision Of Food	£ 1,003,132.27	16
20013	Gas	£ 737,091.25	11
40013	Health Authorities	£ 664,752.23	4
90048	Material Damage Insurance Premiums Paid	£ 629,400.25	1

Appendix 10. Procurement Strategy Action Plan – Annual Update 24/25

The table below summarises the actions and initiatives planned over the Strategy period to achieve the outcomes set out in the Vision for Procurement at section 5.

A number of these are aspirational and priority will be given to statutory obligations.

Elements of the effectiveness of the procurement strategy will be measured via the [Procurement & Commercial Improvement Programme](#) (PCIP). PCIP assessments occur approximately every three years for each public procurement sector in Scotland. The PCIP assessment process is not an audit but provides a means of measuring and reporting on the procurement and commercial capability of organisations. This is done through the provision of evidence based around a series of set questions.

The Procurement strategy is due for a full review in 2025 -26 and a paper will be submitted to Council for consideration

Definitions

Responsible "The person or persons that will undertake the objective"

Accountable "The person that is answerable and has liability for the objective"

Consult "Prior to making a decision"

Inform "After decision is made"

PROCUREMENT ACTION PLAN March 2019 – March 2025			
Strategic Theme 1 Straightforward Procurement			
To make procurement as straightforward as possible for the Council and potential suppliers, in particular to improve access for local suppliers and SMEs and to eliminate anything that does not add value to the procurement			
Action	Responsibility	Target Date	Update April 2025
Deliver electronic procurement systems to satisfy new legislative requirements.	TechnologyOne Project Team	Reviewed on an annual basis	UK Legislation (English, Welsh and Northern Irish authorities) changed February 2025 – no requirement to amend systems to comply
	Accountable		
	Chief Accountant		
	Consult		
	Procurement Manager		
	Inform		
Review impact of newly implemented EU Procurement Rules and UK legislation and make necessary changes to existing approaches.	Strategic Director (Partnership & Performance)	A per Scottish Procurement policy notes, which are published on an ad hoc basis to provide advice on current policy issues.	UK Legislation (English, Welsh and Northern Irish authorities) changed February 2025 – no requirement to amend systems or process to comply All SPPN's have been noted
	Responsibility		
	Procurement Manager		
	Accountable		
	Strategic Director (Partnership & Performance)		
	Consult		
Guidance produced for local/third sector suppliers and SMEs is clear concise and easy to follow, and includes a section with regard to local and national support bodies, and how they can improve access.	CMT	Reviewed on an annual basis	How to do business with Clackmannanshire Council updated for National meet the buyer events & Forth Valley events
	Inform		
	CMT		
	Responsibility		
	Procurement Manager		
	Accountable		
Continue to use Public Contract Scotland portal as our main advertising media for all regulated procurements.	Strategic Director (Partnership & Performance)	Ongoing	Continuing to use and update
	Consult		
	CMT		
	Inform		
	Elected members		
	Responsibility		
	All Purchasing staff		
	Accountable		
	Heads of Service		
	Consult		
	Procurement Manager		
	Inform		
	All Council staff		

PROCUREMENT ACTION PLAN March 2019 – March 2025			
Strategic Theme 2 Embed procurement and contract management Skills			
To continue to embed professional procurement and contract management skills across the Council. This goes hand in hand with moves to increase the commercial acumen of the Council			
Action	Responsibility	Target Date	Update April 2025
Provide strategic professional advice to the corporate review of how to transform the way the Council procures its works, services and supplies and to propose a new model for procurement and purchasing activities across the Council.	Procurement Manager	Ongoing	Ongoing continuing to provide advice
	Accountable		
	CMT		
	Consult		
	CMT		
	Inform		
	Elected Members		
Provide support and learning and development opportunities to staff, contractors, stakeholders, unions and elected members engaged in procurement processes to ensure they are able to deliver effectively and are empowered to deal with and understand the impact of any procurement decisions/ issues.	Responsibility	Reviewed on an Annual basis	Various training Sessions delivered throughout the year SDP, Scotland Excel and Scottish Procurement training available
	Procurement Manager		
	Accountable		
	CMT		
	Consult		
	CMT		
	Inform		
	All Stakeholders		
Review the role of the Procurement Matters Group and the terms of reference for the group. The procurement matters group is a management model where employees identified as having responsibility for procurement within their job role would have this aspect of their role managed by the Procurement Manager.	Responsibility	Reviewed on an Annual basis	Meetings taking place quarterly
	Procurement Manager		
	Accountable		
	CMT		
	Consult		
	CMT		
	Inform		
	Procurement Matters Group Internal Audit		
Assist Clackmannanshire Third Sector Interface (CTSI) in the development and delivery of training with regard to 'Understanding Social Enterprise/Third Sector Legal Structures', and the impact/opportunities re Community Benefit Clauses	Responsibility	March 2025	No progress - early discussions taken place. Delayed due to capacity issues
	Procurement Manager and CTSI		
	Accountable		
	Procurement Manager		
	Consult		
	CTSI		
	Inform		
	Elected Members		

Collaborate with CTSi on the production of a guide for analysing and measuring social value/impact in the assessment of bids.	Responsibility	March 2025	No progress - early discussions taken place. Delayed due to capacity issues
	Procurement Manager and CTSi		
	Accountable		
	CTSi		
	Consult		
	CTSi		
Brexit - Public Procurement Regulations have been implemented to UK law from four European Directives. The principles contained within the directives of equal treatment, non-discrimination, transparency and proportionality are enshrined within the Scottish Procurement Regulations and ultimately our procurement activity. Upon departure from the European Union it is unlikely that there would be any significant impact to procurement legislation and the way in which procurement activity is conducted However we will consider any of the implications of Brexit across our procurement portfolio, with focus on procurement regulations, trade, migrant labour workforce, and take all available practical steps. This will include working with the Scottish Government and Scotland Excel	Inform	March 2025	UK Legislation (English, Welsh and Northern Irish authorities) changed February 2025 – no requirement to amend systems or process to comply
	CMT		
	Responsibility		
	Purchasing staff		
	Accountable		
	Purchasing staff		
	Consult		
	Scottish Government & Scotland Excel		
	Inform		
	Purchasing Staff		

PROCUREMENT ACTION PLAN March 2019 – March 2025			
Strategic Theme 3 Support and encourage the local supplier market			
To support and encourage an effective local supplier market including the voluntary sector and the promotion of local social value in contracts.			
Action	Responsibility	Target Date	Update April 2025
Revise guidance on Council’s website about selling to the Council.	Procurement Manager	Dec. 2019	Updated April 2025
	Accountable	There after on an annual basis	
	Procurement Manager		
	Consult		
	Procurement Matters Group		
	Inform		
	Strategic Director (Partnership & Performance)		
Refresh and publish online schedule of proposed procurements to promote future contract opportunities.	Responsibility	As part of the procurement annual report and as per capital budget as agreed by Council February / March each year	Ongoing
	Procurement Manager		
	Accountable		
	Heads of Service		
	Consult		
	All Services		
	Inform		
	All Stakeholders		
Where possible, utilise the Public Contract regulations to enable Officers to place contracts with supported businesses more readily without having to resort to full tendering exercises, e.g. - Identify third sector suppliers that meet ‘Supported Business’ criteria; and - Identify opportunities to make use of reserved contracts for local supported businesses at monthly CTSI meetings.	Responsibility	Ongoing	Utilising APEX All Cleaned Up (Scotland) Ltd Alloa Community Enterprises Lady Haig Poppy Factory Royal National Institute for the Blind GTS Solutions CIC Scott Direct Limited
	Purchasing Staff		
	Accountable		
	Heads of Service		
	Consult		
	Procurement Manager		
	Inform		
	Procurement Matters group		
For non regulated procurement exercises officers will purchase via local suppliers and will include at least one local supplier to tender where there is one available.	Responsibility	Every procurement journey route 1 procurement	Still being maintained and managed via quick quote process and Procurement governance documents form 1
	Purchasing Staff		
	Accountable		
	Heads of Service		
	Consult		
	Procurement Manager		
	Inform		
	Procurement Matters group		

Support businesses local to Clackmannanshire through a range of initiatives including: • Making it simpler to do business with the Council; • Reduce to a minimum the bidding burden on suppliers; • Have regard to the impact on small/local firms of the way in which a procurement is structured and how they are paid; • Provide clear information about selling to the Council on the Council's website. • Production of a clear and concise guide for Third Sector suppliers that includes guidance with regard to partnership/consortia bids • Run a series of 'Meet the Supplier' events to encourage greater engagement from the third sector with the procurement process, and to create greater understanding of Third sector suppliers amongst council officers	Responsibility	Throughout each year and reported in the procurement annual report	Ongoing
	Procurement Manager Supplier Development programme CTSI		
	Accountable		
	Procurement Manager		
	Consult		
	Stakeholders		
	Inform		
Take in to account and align with the Council's Local Outcome Improvement Plan (LOIP) and that communication of its purpose, priorities and outcomes are better communicated across departments. Where possible align the procurement journey so that procurement exercises are attractive to local businesses and people and ensure fair opportunities for all.	Responsibility	Every procurement exercise	Written into all procurement Governance documentation
	Purchasing Staff		
	Accountable		
	Heads of Service		
	Consult		
	Procurement Manager		
	Inform		
Extend awareness of implications of Public Procurement Reform legislation through; • Workshop discussions to brief third sector on Council procurement policy and changes in legislation; and • Establish monthly communication between Council procurement manager and CTSI.	Responsibility	March 2025	No progress - early discussions taken place. Delayed due to capacity issues
	Procurement Manager CTSI		
	Accountable		
	Procurement Manager CTSI		
	Consult		
	Procurement Manager CTSI		
	Inform		
	Procurement Manager CTSI		

Better Align Service Level Agreements with Alliance Priorities by: - Mapping grant-aid and commissioned Expenditure from the Council to the local third sector; and - Initiating a review and appropriate changes to Service Level Agreements based on Alliance policy priorities.	Responsibility	March 2025	No progress - Delayed due to capacity issues
	Purchasing staff		
	Accountable		
	Heads of service		
	Consult		
Advise and work in partnership with the Integration Joint Board (IJB) in line with The Public Bodies (Joint Working) (Scotland) Act 2014 as the IJB are not able to contract or hold contracts with third parties as contractual arrangements remain with the local authority.	CMT	Every adult commissioning exercise	Ongoing work to be done on Awareness of individual procedures
	Elected members		
	Inform		
	All grant aid funded suppliers		
	Responsibility		
Increase local procurement expenditure by 2.5% per year from 14% to 21.5% or greater over the life of the strategy	Social Services Commissioning IJB	23.36% financial year 2020/21 25.40% financial year 2021/22 26.16% financial year 2022/23 23.01% Financial year 2023/24	24.41% financial year 2024/25
	Accountable		
	Social Services Commissioning IJB		
	Consult		
	Procurement Manager		
	Inform		
	CMT		
	Responsibility		
	Purchasing Staff		
	Accountable		
	Procurement Manager		
	Consult		
	All Stakeholders		
	Inform		
	Elected Members		

PROCUREMENT ACTION PLAN March 2019 – March 2025			
Strategic Theme 4 Sound procurement practices and innovative solutions			
To use sound procurement practices and innovative solutions to promote sustainability and value for money, making use of clear and detailed procurement/purchasing data, collaboration and partnership opportunities where this accords with the Council's Principles of partnership working.			
Action	Responsibility	Target Date	Update April 2025
Ensure that all regulated procurements comply with the sustainable procurement duty and in the case of commissioning ensure these are aligned to the Integration Joint Board joint strategic commissioning plans which pull together the forecast of overall need across the local authority area, together with the availability of services or resources to meet that need and makes recommendations following an option appraisal for how these should be met	Responsibility	All regulated procurement exercises	Ongoing
	Purchasing Officers		
	Social services commissioning		
	Accountable		
	Heads of Service		
	Consult		
	Procurement Manager		
Establish systems to record the impact of procurement policies and practices on the council's climate change duties.	IJB	March 2025	No progress - Delayed due to capacity issues
	Inform		
	CMT		
	Responsibility		
	Procurement Manger		
	Accountable		
	Heads of Service		
Review scope for and deliver further corporate contracts to consolidate Expenditure.	Consult	Ongoing agenda item with the Procurement Matters Group	Ongoing
	CMT		
	Inform		
	Elected members		
	Responsibility		
	Procurement Matters Group		
	Accountable		
Revise template documents and guidance with intention of promoting scope for innovation by the market in appropriate procurements.	Heads of Service	Ongoing agenda item with the Procurement Matters Group	Ongoing
	Consult		
	CMT		
	Inform		
	CMT		
	Responsibility		
	Procurement Manager		
	Accountable		
	Procurement Manager		
	Consult		
	Procurement Matters Group		
	Inform		
	Purchasing Staff		

When exploring outsourcing and private partnership solutions, these will not be procured in insolation and consultation with staff, service users, unions and stakeholders will be undertaken when market testing.	Responsibility	When required	Ongoing
	Heads of Service		
	Accountable		
	CMT		
	Consult		
	All Stakeholders		
	Inform		
	Elected Members		
Utilise the Scottish Government's sustainable prioritisation tool to identify and prioritise procurement activity.	Responsibility	March 2025	Tool being revised to web format Not Started Delayed due to capacity issues
	Purchasing Staff		
	Accountable		
	Heads of Service		
	Consult		
	Procurement Manager		
	Inform		
	CMT		
Utilise the Flexible Framework Self-Assessment Tool (FFSAT) to provide a Sustainable Action Plan to establish the performance level of sustainable procurement across the council.	Responsibility	March 2025	Tool being revised to web format Not Started Delayed due to capacity issues
	Purchasing Staff		
	Accountable		
	Heads of Service		
	Consult		
	Procurement Manager		
	Inform		
	CMT		
Create and manage a sustainable register to capture, monitor and report on the sustainable outcomes achieved via procurement activity, and link to related internal and external reporting requirements.	Responsibility	March 2025	Not Started Delayed due to capacity issues
	Procurement Manager		
	Accountable		
	Procurement Manager		
	Consult		
	All stakeholders		
	Inform		
	CMT		

Explore innovative solutions through greater collaborative approaches between the Council and the local Third sector	Responsibility	March 2025	No progress - early discussions taken place. Delayed due to capacity issues
	Purchasing Staff		
	CTSI		
	Accountable		
	Purchasing Staff		
	CTSI		
Explore the development of a subcontractor community benefit directory	Consult	December 2020	Completed https://ctsi.org.uk/community-benefits
	Procurement Matters Group		
	CTSI		
	Inform		
	CMT		
	Responsibility	December 2020	Completed https://ctsi.org.uk/community-benefits
	CTSI		
	Accountable		
	CTSI		
	Consult		
	Procurement Manager		
	Inform	December 2020	Completed https://ctsi.org.uk/community-benefits
	Procurement Matters Group		

PROCUREMENT ACTION PLAN March 2019 – March 2025			
Strategic Theme 5 Fair procurement			
To ensure that, contractors comply with our Living Wage and Blacklisting Policies and to ensure that we take account of the possible impact that our approach to major projects might have on different groups of people.			
Action	Responsibility	Target Date	Update April 2025
Ensure that all procurement follows the fundamental principles of (transparency, equal treatment and non-discrimination, proportionality and mutual recognition), the legal requirements of the Procurement Reform (Scotland) Act 2014, The Public Contracts (Scotland) Regulations 2015, The Procurement (Scotland) Regulations 2016, statutory guidance issued under the Act and Scottish public procurement policy generally and including the Scottish specific equality duty.	Purchasing Staff	Every Regulated procurement exercise	Ongoing
	Accountable		
	Heads of Service		
	Consult		
	Procurement Manager		
	Inform		
Establish simple methodology for assessing best value case for using the Living Wage requirement in service and works contracts,	CMT	July 2022	Completed Living wage accreditation Obtained 2021 – extensive procurement data mining exercise and correspondence has been undertaken
	Responsibility		
	Procurement Manager		
	Accountable		
	Procurement Manager		
	Consult		
Procurement will also foster and adopt the Fair Work directive where legally permissible by removing contractors who use Zero Hour Contracts and contractors who do not provide a minimum of pay in line with the living wage	Procurement Matters Group	Where Identified	Ongoing
	Inform		
	CMT		
	Responsibility		
	Procurement Manager		
	Accountable		
	Procurement Manger		
	Consult		
	Procurement Matters group		
	Inform		
	Purchasing Staff		

Embed Blacklisting protocols in procurement processes for construction contracts.	Responsibility	Ongoing	Ongoing
	Procurement Manager and Works purchasing officers		
	Accountable		
	Procurement Manger		
	Consult		
	Procurement Matters group		
Procurement will encourage, through the tender process and support to contractors, provision of apprenticeships and promote health and safety and utilise environmentally sustainable solutions	Inform	Every appropriate regulated procurement exercise	Ongoing
	Purchasing Staff		
	Responsibility		
	Purchasing officers		
	Accountable		
	Purchasing officers		
Ensure that where appropriate EQIA's are completed for regulated procurements.	Consult	Every appropriate regulated procurement exercise	Ongoing
	Procurement Manager		
	Inform		
	Procurement Matters group		
	Responsibility		
	Purchasing officers		
	Accountable	Every appropriate regulated procurement exercise	Ongoing
	Purchasing officers		
	Consult		
	Stakeholders		
	Inform		
	Procurement Manager		

PROCUREMENT ACTION PLAN March 2019 – March 2025

Strategic Theme 6 Compliance			
Procurement will continue to identify, manage and control risk by developing policy and procedures which consider risk, and balance operational effectiveness and compliance.			
Action	Responsibility	Target Date	Update April 2025
Update Council Contract Standing Orders to support compliance with the new procurement rules and cascade changes to informed clients and key stakeholders.	Responsibility	March 2026	UK Legislation (English, Welsh and Northern Irish authorities) changed February 2025 – no requirement to amend systems or process to comply To be updated for 25/25
	Procurement Manager		
	Accountable		
	Strategic Director (Partnership & Performance)		
	Consult		
	Elected Members, CMT and procurement Matters group		
	Inform		
Adapt internal procedures, processes and documentation to reflect the required legislative changes.	Purchasing Officers	On going	On going
	Responsibility		
	Procurement Manager		
	Accountable		
	Procurement Manager		
	Consult		
	Procurement Matters group		
Produce a procurement workforce plan to consider what skills and development requirements will be necessary within the Council to comply with the procurement rules.	Inform	March 2025	Not Started Delayed due to capacity issues
	Purchasing Officers		
	Responsibility		
	Procurement Manager		
	Accountable		
	Procurement Matters Group		
	Consult		
Implement measures in conjunction with Internal Audit to ensure that the opportunity for procurement fraud is minimised	Purchasing Officers OD Officer	Ongoing	Ongoing
	Inform		
	CMT		
	Responsibility		
	Procurement Manager and Internal Audit		
	Accountable		
	Heads of Service		
	Consult		
	Heads of Service		
	Inform		
	CMT		

Produce an annual procurement report in line with legislative requirements as soon as possible after the financial year end.	Responsibility	Quarter 3 Annually	Ongoing
	Procurement Manager		
	Accountable		
	Strategic Director (Partnership & Performance)		
	Consult		
	CMT and Elected members		
	Inform		
	Scottish Government		

Report to Audit & Scrutiny Committee

Date of Meeting: 30 October 2025

Subject: Audit & Scrutiny Committee Annual Report

Report by: Strategic Director, Partnership & Performance

1.0 Purpose

- 1.1. The purpose of this report is to present to Committee the 2024/2025 Audit and Scrutiny Committee Annual Report.

2.0 Recommendations

It is recommended that:

- 2.1. Committee note, challenge and comment on the report.
- 2.2. Agrees to submit its Annual Report 2024/2025 (Appendix A) to the next available Council meeting for comment, challenge and approval.

3.0 Considerations

- 3.1. Guidance published by the Chartered Institute of Professional Finance and Accountancy (CIPFA) in 2022 is accepted as best practice for local authority Audit Committees.
- 3.2. The CIPFA guidance recommends that all Audit Committees should “prepare an annual report that provides assurance to all those charged with governance that it fulfils its purpose and can demonstrate its impact” (Audit Committees Practical Guidance for Local Authorities and Police, published by CIPA in 2022)
- 3.3. The annual report (Appendix A) has been prepared to inform Clackmannanshire Council of the work undertaken by the Audit and Scrutiny Committee during 2024/2025.
- 3.4. The report was, as in previous years, informed, in part, by Committee members undertaking a self-assessment, based on the CIPDA Audit Committee Position Statement.

- 3.5. The self-assessment took place on the 16 September 2025 during an informal hybrid meeting of the Committee
- 3.6. Chair and Vice Chair of the Committee have also been asked for their thoughts in relation to the operation/impact of the Committee. They indicate that the work completed by the Committee in 2024/25 fulfills the agreed remit of the Committee and offers reasonable assurance that the Council's control environment, corporate risk management systems, and overall governance framework operated effectively over this period.
- 3.7. The Chair and Vice Chair however note that internal audit assurance remains at limited however they remain assured that Senior Officers are taking steps to ensure weaknesses are addressed and it is hoped that the level of assurance improve.

4.0 Sustainability Implications

- 4.1. There are no sustainability implications arising from this report.

5.0 Resource Implications

5.1. Financial Details

- 5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate.
Yes

- 5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes ☒

- 5.4. *Staffing – there are no staff implications arising from this report.*

6.0 Exempt Reports

- 6.1. Is this report exempt? No ☒

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box ☒)

- Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all ☐
- Our families; children and young people will have the best possible start in life ☐
- Women and girls will be confident and aspirational, and achieve their full potential ☐
- Our communities will be resilient and empowered so that they can thrive and flourish ☐

(2) **Council Policies**

- Complies with relevant Council Policies ☒

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

An Equality Impact Assessment (EQIA) and Fairer Scotland Duty Assessment have not been prepared as this is a review report and does not relate to a new policy or strategy.

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes ☒

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Audit and Scrutiny Committee – Annual Report 2024/2025

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

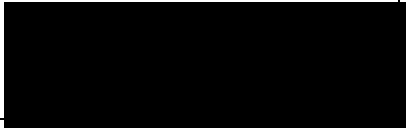
Yes ☒ (please list the documents below)

- Chartered Institute of Professional Finance and Accountancy (CIPFA)
Position Statement: Audit Committees in Local Authorities and Police

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Chris Alliston	Strategic Director	2184

Approved by

NAME	DESIGNATION	SIGNATURE
Chris Alliston	Strategic Director	



**Clackmannanshire
Council**

www.clacks.gov.uk

Comhairle Siorrachd
Chlach Mhanann

Audit and Scrutiny Committee

Annual Report 2024/2025



1.0 INTRODUCTION

- 1.1. CIPFA guidance recommends that all Audit Committees should “prepare an annual report that provides assurance to all those charged with governance that it fulfils its purpose and can demonstrate its impact”.
- 1.2. This report has been prepared to inform Clackmannanshire Council of the work carried out and the impact of the Audit and Scrutiny Committee during the period 2024/2025.
- 1.3. The report also provides details of the Committee’s membership and training/briefing programme.

2.0 AUDIT AND SCRUTINY COMMITTEE REMIT

- 2.1. The Audit and Scrutiny Committee is an integral component of the Council’s corporate governance framework and provides an independent and high level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.
- 2.2. The Audit and Scrutiny Committee provides independent assurance to the full Council of the adequacy of the risk management framework and the internal control environment.
- 2.3. The Committee provides independent review of the Council’s governance, risk management and control frameworks and oversees the financial reporting and annual governance processes.
- 2.4. The Committee oversees internal audit and external audit, helping to ensure effective assurance arrangements are in place.
- 2.5. The remit of the Audit and Scrutiny Committee as agreed by Council is

Audit & Finance

- Receive, review and consider reports on the Council’s finance
- Receive, review and consider reports on value for money and best value
- Consideration and monitoring of the Council’s Annual Governance Statement
- Consider internal audit reports and results of internal audit investigations
- Consider external audit and resultant action plans
- Monitor and review actions taken on internal and external audit recommendations
- Consider the effectiveness of the Council’s risk management procedures and the control environment
- Receive and consider reports on countering fraud and corruption.

Scrutiny

- Monitor council services, including the Health and Social Care Partnership (HSCP) against agreed outcomes, standards and targets
 - Monitor the achievement of organisation-wide agreed outcomes, standards and targets
 - Monitor the achievement of agreed outcomes, standards and targets by the community planning partnership
 - Monitor Police and Fire performance against Plans approved by the Council
 - Scrutiny of Council decision-making, with the ability to call in decisions
 - Initiate or undertake scrutiny reviews
 - Deal with matters referred by the Council for scrutiny purposes.
- 2.6. Committee meetings are hybrid with some members and presenters physically present and other attending using virtual meeting technology.
- 2.7. Recommendations from the Committee are presented to Council for approval.

3.0 MEMBERSHIP, ATTENDANCE AND INDEPENDENCE

- 3.1. Committee is comprised of 8 elected members with the leader of the opposition, Councillor Janine Rennie, appointed as Chair, and Councillor Denis Coyne, Conservative Group, Vice Chair.
- 3.2. Members of the Committee are as outlined in Appendix 1.
- 3.3. Committee met 6 times during session 2024/2025 with all meetings quorate.
- 3.4. The Strategic Director – Partnership and Performance supports the Committee and Committee is clerked by a member of the Councils legal team.
- 3.5. Strategic Directors, Senior Managers and Internal Audit routinely attend Committee. Representatives from external bodies including External Audit, Police Scotland and Scottish Fire and Rescue attend meetings as required.
- 3.6. To assist in preserving Committee's independence, measures are in place including:
- The appointment of an independent Chair and Vice chair from opposition parties
 - Non-political approach of the Committee
 - The involvement of internal and external audit
 - Clear terms of reference
 - Annual review

4.0 FORWARD PLAN AND MEETINGS

- 4.1. Committee agreed its forward plan for 2024/2025 in August 2024.
- 4.2. During the Council cycle Committee considered 58 reports, split 22 Audit and 36 Scrutiny (See Chart 1).

Chart 1 – Audit and Scrutiny Reports 2024/25



5.0 TRAINING

- 5.1. A range of briefings and other training opportunities were offered to all elected members during the 2024/2025 cycle (Table 1).
- 5.2. Member services maintain and update member training records.
- 5.3. At its meeting of 22 August 2024 Committee agreed the training plan as outlined at Table 2.
- 5.4. A number of training sessions are still outstanding although planning is either underway or an external provider is being sourced to ensure delivery.
- 5.5. In addition to the agreed training programme, the HR & Workforce Development team has continued to offer all elected members the opportunity to participate in a Council-wide training needs analysis, delivered through the Improvement Service's *Political Skills Assessment*.
- 5.6. To date four Elected Members have engaged with the process, designed to offer both personal, and member wide skills development opportunities. The offer to engage with political skills process will be available until recess, after which Officers will prepare outputs of the interviews undertaken to date.

Table 1 – Elected Members Training and Briefings 2024/2025

Subject Matter
All Members' Briefing - Council Papers
Briefing for Members of Planning Committee - Carsebridge House
Institute of Licensing - Taxi Conference
Scrutinising Performance & Risk
Integration Scheme
Scrutinising Performance & Risk
All Members' Briefing - St. Mungo's Consultation
All Members' Briefing Session on Planning Matters
All Members' Briefing - Social Work I.T System
All Members' Briefing - Communications & Engagement
All Members' Briefing - RAAC

Table 2: Audit and Scrutiny Committee Training Plan 2024/25

Training Subject	Progress	Update
Annual Governance Statement / Control Environment	Outstanding	Training date being sought from Council Officers
Cyber Security	Complete	
Performance and Risk (Phase 2)	Complete	
Principles of Best Value & VFM	Outstanding	Planning underway for joint session with Elected Members and Senior Leadership Forum
Fraud and Corruption	Outstanding	Planning underway for joint session with Elected Members and Senior Leadership Forum
Financial Monitoring / Scrutiny	Outstanding	External provider being sought for training delivery
“Mock Committee”	Outstanding	Officers to Progress

6.0 INTERNAL AUDIT

- 6.1. Internal Audit services are provided on the basis of a Joint Working Agreement with Falkirk Council. Work is underway to agree the new Joint Working Agreement for 2025/26, with the Council currently undertaking a recruitment exercise to increase our own resources.
- 6.2. The budget for internal audit provision is agreed each year but the total cost chargeable by Falkirk Council over the duration of the agreement is capped at £120,000 per annum.
- 6.3. Falkirk Council's Internal Audit, Risk, and Corporate Fraud Manager is responsible for the allocation of Clackmannanshire Council Internal Audit work to the most appropriate member of staff.
- 6.4. Clackmannanshire Council's Internal Audit Officer is solely employed on Clackmannanshire Council, Central Scotland Valuation Joint Board, and Clackmannanshire and Stirling Integration Joint Board Internal Audit work.
- 6.5. The Audit and Scrutiny Committee takes assurance from Internal Audit on a wide range of issues and an update report from the Internal Audit, Risk, and Corporate Fraud Manager is considered at each Committee meeting.
- 6.6. Internal Audit's Plan for 2024/25 was agreed by Audit Committee on 13/06/2024. It set out 15 assignment areas to be completed by the team during the year. Of the 15 assignments, 9 required an audit report to be issued to Clackmannanshire Council.
- 6.7. Five audit reports (completed to final report stage and issued to Clackmannanshire Council's senior management) have been reported to Committee this year. These included:
 - School Admissions;
 - IT and Information Security
 - Climate Change Act Public Bodies Duties Audit;
 - Asbestos Management Arrangements;
 - Follow Up of the Review of Leisure Banking
- 6.8. At the June 2024 meeting, Committee noted that 3 audit reviews are currently in progress and one (Follow Up of the Review of Purchase Order Arrangements for Adult Social Care) had not been started.
- 6.9. Based on the assignments undertaken by Internal Audit into the areas of operational delivery, as outlined in 6.7, an overall **limited assurance** was given in relation to the Council's arrangements for risk management, governance, and control for the year to 31 March 2025.

- 6.10. The full Internal Audit Annual Assurance Report for 2024/25 was presented to Committee in June 2025.
- 6.11. In providing its opinion, Internal Audit operated in compliance with the Public Sector Internal Audit Standards with no impairments or restrictions to scope or independence.

7.0 EXTERNAL AUDIT

- 7.1. External Audit is another key provider of assurance to the Committee. External Auditors are appointed by the Accounts Commission, who also monitor audit quality.
- 7.2. Deloitte were appointed as the Councils external auditors in 2022/2023.
- 7.3. The External Audit Plan for 2023/24 was submitted and approved by Council in October 2024.
- 7.4. The plan set out the planned audit activity in respect of the audit of the 2023/24 draft annual accounts and wider audit activity including Best Value.
- 7.5. No reports were submitted to Committee, by External Audit, for consideration during the 2024/2025 cycle.

8.0 CORPORATE RISK AND PERFORMANCE

- 8.1. The Councils Corporate Risk Register is scrutinised quarterly by Committee.
- 8.2. The 2024/2025 year end update on the Council's Corporate Risk Register was considered by Committee on 17th April 2025. The report outlined the purpose of risk management, the Corporate Risk management process and the current risk profile and development activity; relating to the Councils Risk Strategy approved by Council in October 2023.
- 8.3. The Corporate Performance report was presented to Committee in April 2025. This report presented a summary of key local demographics and Council performance data, up to and including the 2023/24 financial year, aligned to the current Statement of Corporate Priorities (2024/25). Appendix A of the report which forms part of the Council's statutory Public Performance Reporting (PPR) duties summarised relevant statistics and performance levels, including analysis, charts and detailed data tables. Scrutiny and reporting on key performance measures is also completed through regular Directorate Business Plan reports.

9.0 EXCEPTIONS FROM CONTRACT STANDING ORDERS

- 9.1. It is a requirement of Contract Standing Orders that exceptions should be reported to the next available Audit & Scrutiny Committee.
- 9.2. During the reporting period 15 exceptions were noted by Committee. Of the exceptions agreed the total contractual value amounted to £2,464,142.

10.0 POLICE SCOTLAND/SCOTTISH FIRE AND RESCUE SERVICE

- 10.1. The Police and Fire Reform (Scotland) Act 2012 outlines the duties of Police Scotland and the Scottish Fire and Rescue Service to work in partnership with local authorities.
- 10.2. Part of this duty is to ensure they regularly report on their activities and outcomes in each local area, relating to statutory local Police and Fire plans prepared by both agencies and approved through Council.
- 10.3. Six monthly reports are produced and presented to allow scrutiny by Clackmannanshire Council Audit and Scrutiny Committee, in line with requirements set out in the Reform act of 2012.

11.0 OTHER REPORTS

- 11.1. Committee also consider a number of other reports through the year including, Procurement Annual Report, Health and Safety Annual Report, Chief Social Work Officer Annual Report, Regulation of Investigatory Powers (Scotland) Act 2000, Financial Performance, Treasury Management, Risk Strategy Annual Report, HSCP Locality Performance, progress updates on outstanding Internal Audit Actions, Community Empower Act Annual Report, Portfolio Business Plan updates as well as a number of progress reports on key Council and Partner strategies.

12.0 SELF ASSESSMENT

- 12.1. The Self-Assessment for 2024/2025 was undertaken on the 16/09/2025 during an informal hybrid meeting of the Committee. The session was attended by the Chair, Vice Chair and Council Leader. Four Committee members completed the self-evaluation questionnaire.
- 12.2. Overall members present agreed with the statements as presented within the self-assessment (Appendix 2), noting the following actions:

- 12.2.1. The Chair expressed disappointment that not all members had undertaken the agreed action to complete the self-evaluation questionnaire.
- 12.2.2. To support reflection, review, and self-development, members agreed that, on a voluntary basis, Committee members would be invited to remain briefly after each meeting to reflect on what went well and identify areas for improvement.
- 12.2.3. Members requested that quarterly financial information from the Health and Social Care Partnership (HSCP) be presented to the Committee to enable robust scrutiny. The Strategic Director for Partnership and Performance will liaise with the Chief Officer and Chief Finance Officer of the HSCP to ensure regular reporting is provided.
- 12.2.4. Members expressed a preference for year-end accounts to be presented to the Audit and Scrutiny Committee prior to submission to Council, where possible. It was acknowledged that this may not always be feasible; however, where accounts are first presented to Council, they should subsequently be brought to Committee for further scrutiny and review.
- 12.2.5. Members noted that the Committee operated effectively during the 2024/2025 period, maintaining a non-political approach. Both opposition and administration members contributed constructively to ensure robust scrutiny of all papers presented.

13.0 CHAIR AND VICE CHAIR ASSURANCE STATEMENT

- 13.1. Over the past year, the Audit and Scrutiny Committee has continued to fulfil its remit with diligence and integrity, ensuring robust oversight of Clackmannanshire Council's financial management, governance, and service performance. The Committee met regularly to review amongst other business a number of significant reports (as outlined in the main report), monitor progress on audit recommendations, and scrutinise key areas such as financial performance and risk management.
- 13.2. As Chair and Vice Chair we are satisfied that the Council's internal control environment remains sound however we do note, based on the assignments as directed by Committee and undertaken by internal audit, assurance remains as limited. Whilst we are assured Senior Officers are taking steps to address these weaknesses the Audit and Scrutiny Committee will again have a significant role to play to ensure appropriate actions continue to be taken in the 2025/2026 financial year.

- 13.3. The Committee recognises ongoing challenges in financial sustainability and service delivery pressures, particularly in light of external economic conditions. We encourage continued vigilance and proactive risk management to maintain resilience. The Committee remains committed to supporting continuous improvement and transparency in governance for the benefit of Clackmannanshire's communities.

APPENDIX 1 – COMMITTEE MEMEMBERS



Councillor Janine Rennie
Chair



Councillor Denis Coyne
Vice Chair



Councillor Forson
Committee Member



Councillor Fairlie
Committee Member



Councillor Earle
Committee Member



Councillor Keogh
Committee Member



Councillor Benny
Committee Member



Councillor Quinn
Committee Member

APPENDIX 2 - Audit and Scrutiny Committee Development Planning Survey Results

The following survey questions were undertaken with members of the Audit and Scrutiny Committee to assist in development planning for them. The survey was split into two parts which focused on the CIPFA Self Evaluation draft answers and identifying training needs for members.

CIPFA Self Evaluation

Independent and Effective Model

The audit committee should be established so that it is independent of executive decision making and able to provide objective oversight. It is an advisory committee that has sufficient importance in the authority so that its recommendations and opinions carry weight and have influence with the leadership team and those charged with governance.

Do you feel that the Audit and Scrutiny Committee is:

Directly accountable to the authority's governing body
Independent from political influence
Empowered to have rights of access to and constructive engagement with other committees/functions/ strategic groups
Empowered to have rights to request reports and seek assurances from relevant officers
Of an appropriate size to operate as a cadre of experienced, trained committee members (large committees should be avoided)

There was overall consensus that these statements were met.

Co-opted Members

Does the Committee include co-opted independent members in accordance with the appropriate legislation (Where there is no legislative direction to include co-opted independent members, CIPFA recommends that each authority audit committee should include at least two co-opted independent members to provide appropriate technical expertise.

Do you feel that the Audit and Scrutiny Committee utilised Co-opted Members

Work undertaken by the previous Strategic Director – Partnership and Performance indicated that the size and arrangements of Clackmannanshire Council's Audit and Scrutiny Committee were broadly similar to other Councils with no requirement to co-opt external members, During review Committee reaffirmed that should there be a future requirement this would be taken forward.

Core Functions

The core functions of the audit committee are to provide oversight of a range of core governance and accountability arrangements, responses to the recommendations of assurance providers and helping to ensure robust arrangements are maintained. In relation to the maintenance of Governance, Risk and Control arrangements, does the Audit and Scrutiny Committee:

Support a comprehensive understanding of governance across the organisation and among all those charged with governance, fulfilling the principles of good governance

Consider the effectiveness of the authority's risk management arrangements. It should understand the risk profile of the organisation and seek assurances that active arrangements are in place on risk-related issues, for both the body and its collaborative arrangements

Monitor the effectiveness of the system of internal control, including arrangements for financial management, ensuring value for money, supporting standards and ethics and managing the authority's exposure to the risks of fraud and corruption

There was overall consensus that these statements were met

The core functions of the audit committee are to provide oversight of a range of core governance and accountability arrangements, responses to the recommendations of assurance providers and helping to ensure robust arrangements are maintained. In relation to Financial and Governance reporting does/Is the Audit and Scrutiny Committee:

Satisfied that the authority's accountability statements, including the annual governance statement, properly reflect the risk environment and any actions required to improve it, and demonstrate how governance supports the achievement of the authority's objectives

Support the maintenance of effective arrangements for financial reporting and review the statutory statements of account and any reports that accompany them

There was overall consensus that these statements were met

The core functions of the audit committee are to provide oversight of a range of core governance and accountability arrangements, responses to the recommendations of assurance providers and helping to ensure robust arrangements are maintained.

In relation to establishing appropriate and effective arrangements for Audit and Assurance, does the Audit and Scrutiny Committee:

Consider the arrangements in place to secure adequate assurance across the body's full range of operations and collaborations with other entities.

Consider the opinion, reports and recommendations of external audit and inspection agencies and their implications for governance, risk management or control, and monitor management action in response to the issues raised by external audit.

Contribute to the operation of efficient and effective external audit arrangements, supporting the independence of auditors and promoting audit quality.

Support effective relationships between all providers of assurance, audits and inspections, and the organisation, encouraging openness to challenge, review and accountability.

There was overall consensus that these statements were met

The core functions of the audit committee are to provide oversight of a range of core governance and accountability arrangements, responses to the recommendations of assurance providers and helping to ensure robust arrangements are maintained.

Does the Audit and Scrutiny Committee consider in relation to the authority's internal audit functions:

Oversee its independence, objectivity, performance and conformance to professional standards
Support effective arrangements for internal audit
Promote the effective use of internal audit within the assurance framework

There was overall consensus that these statements were met

Audit and Scrutiny Committee Membership

To provide the level of expertise and understanding required of the committee, and to have an appropriate level of influence within the authority, the members of the committee will need to be of high calibre. When selecting elected representatives to be on the committee or when co-opting independent members, aptitude should be considered alongside relevant knowledge, skills and experience.

Are the following characteristics of the Audit and Scrutiny Committee membership evident:

A membership that is trained to fulfil their role so that members are objective, have an inquiring and independent approach, and are knowledgeable
A membership that promotes good governance principles, identifying ways that better governance arrangement can help achieve the organisations objectives
A strong, independently minded chair, displaying a depth of knowledge, skills and interest

Members reaffirmed the view that there are highly skilled and experienced long-term Councillors on the Committee but welcome ongoing training and expressed the wish to see the outstanding elements of the previously agreed training plan delivered.

Does the Committee:

Show willingness to operate in an apolitical manner
Exhibit unbiased attitudes – treating auditors, the executive and management fairly
Exhibit ability to challenge the executive and senior managers when required
Exhibit knowledge, expertise and interest in the work of the committee

There was overall consensus that these statements were met.

Engagement and Outputs

The audit committee should be established and supported to enable it to address the full range of responsibilities within its terms of reference and to generate planned outputs.

To discharge its responsibilities effectively, does the Committee:

Meet regularly, at least for times a year, and have a clear policy on those items to be considered in private and those to be considered in public
Have the ability to meet privately and separately with the external auditor and internal audit manager
Include, as regular attendees, the Chief Finance Officer(s), the Chief Executive, the head of internal audit and the appointed external auditors; other attendees may include the monitoring officer and the Strategic Director of Partnership & Performance
Have the right to call on any other officers or agencies of the authority as required; recognise the independence of the chief constable in relation to operational policing matters
Support transparency, reporting regularly on its work to those charged with governance
Report annually on how the Committee has complied with the position statement, discharged its responsibilities and include an assessment on its performance. The report should be available to the public

There was overall consensus that these statements were met

Report to: Audit & Scrutiny Committee

Date of Meeting: 30 October 2025

Subject: Council Financial Performance 2025/26 as at June 2025

Report by: Chief Finance Officer

1.0 Purpose

- 1.1 This paper provides an update on the financial performance for the Council, as at 30 June 2025, in respect of:
- the General Fund (GF) revenue and capital spend and the achievement of savings for the financial year 2025/26, and
 - the Clackmannanshire element of the Stirling & Clackmannanshire Health and Social Care Partnership (H&SCP) revenue spend.

2.0 Recommendations

- 2.1 Committee is asked to note the report, commenting and challenging as appropriate on:
- 2.1.1 General Fund revenue forecast underspend of £(0.422)m for the year to 31 March 2026;
- 2.1.2 the Clackmannanshire element of the Health and Social Care Partnership (H&SCP) forecast overspend of £6.928m, for the year to 31 March 2026;
- 2.1.3 the balances of earmarked reserves held and used to date and remaining balances at 30 June 2025;
- 2.1.4 the General Fund Capital Programme forecast underspend of £(5.191)m;
- 2.1.5 forecast delivery of £3.116m of the £3.814m approved savings programme, representing a forecasted achievement of 81.7%, as at 30 June 2025.

3.0 Background

- 3.1 This report summarises the forecast financial position of the Council for the financial year ending 31 March 2026. This report consolidates the detailed financial data to provide a summary position for the Council. The report also

provides detail of individual Directorate positions and their service areas within the appendices.

4.0 General Fund Revenue

- 4.1 As at 30 June 2025 the General Fund is forecasting an underspend for the year of £(0.422)m.
- 4.2 The Council Summary at **Appendix 1** provides the forecast position by each Directorate and centrally held Corporate Service areas along with the position for Partnerships and Sources of Funding. The overall net underspend is made up as follows:
- People Directorate - £(0.746)m underspend including £(0.592)m relating to Devolved budgets which will be earmarked for use in 2026/27;
 - Place Directorate - £0.488m overspend;
 - Partnership & Performance Directorate - £(0.195)m underspend, and
 - Chief Executive and Corporate Services - £0.031m overspend which includes centrally held savings to be offset by underspends within individual services.
- 4.3 Measures to reduce spend in year in light of the challenging financial budget gap for 2026/27 remain in place. This includes continuation of essential spend, meaning that only spend that is currently committed or business critical should be undertaken and recruitment carried out for business critical posts only.
- 4.4 **Appendices 3 to 6** provide details of individual Directorate financial performance, with variance by Service area and reason for variance.

Earmarked Reserves

- 4.5 At 1 April 2025, the council held earmarked reserves of £16.192m. Earmarked reserves are funds held for specific purposes which can include grant funding or ringfenced income with specific conditions on how it must be spent, funding to cover spend on specific projects that were not completed the previous year and funding ringfenced internally to take forward work in line with Council priorities. A number of the earmarked reserves shown in the table below have commitments against them but are only drawdown when spend is incurred.
- 4.6 For 2025/26, £(1.528)m has been allocated to cover actual spend incurred upto the 30 June 2025 which leaves a balance of £14.664m to be drawn down against future spend. Details of balances held are set out in the table below:

Earmarked Reserve	Opening Balance 01/04/25	Allocated spend as at June 2025	Balance remaining as at June 2025
	£'000	£'000	£'000
Devolved School Management	601	(400)	201
Pupil Equity Funding	611	(611)	0
Ringfenced Housing Grants	789	0	789
Organisational Change fund	121	0	121
Scottish Welfare Fund	190	0	190
Employment Fund	1,222	(10)	1,212
Transformation fund	3,481	0	3,481
COVID - Specific Funding	160	0	160
Specific Employability Funding	403	(54)	349
Developer Contributions	962	(200)	762
Ukrainian Refugee support	551	(16)	535
Homeless Accommodation	1,358	(237)	1,121
General Services Pressure	2,958	0	2,958
Support 2025/26 budget	346	0	346
Other Miscellaneous Commitments	2,439	0	2,439
TOTAL	16,192	(1,528)	14,664

5.0 Clackmannanshire & Stirling Health and Social Care Partnership (H&SCP)

- 5.1 As at 30 June 2025 the Clackmannanshire element of the H&SCP is reporting a forecast overspend of £6.928m against the budgeted contribution to the Partnership. Details of the variances that make up this overspend and the reasons for movement are shown in **Appendix 7**.
- 5.2 The latest finance report presented to the Integrated Joint Board (IJB) on 24 September 2025 indicated an overspend for the year on the integrated budget across the Partnership of £14.534m before savings and any additional contributions from partners. The report also included a progress update on savings within the delivery plan and a RAG status against each. This showed revised anticipated savings of £7.961m. After taking this into account and a contribution of £4m from NHS Forth Valley, there is a residual projected overspend of £3.961m. A contribution from partnership reserves of £3.947m and further recovery measures of £0.341m have been utilised, reducing the overspend to £6.976m to be met by partners.

- 5.3 Due to the remaining projected overspend, there is a requirement to continue to work with partners to consider further potential budget recovery options to mitigate the risks as far as possible as well as taking all available steps to accelerate progression with the delivery plan.
- 5.4 The formal dispute resolution process is well underway between partners and continues to make progress on the four areas identified:
- 2024/25 outturn position;
 - 2025/26 projected outturn;
 - Review the process around the formation of the updated Integration Scheme, and
 - Review of the Strategic Commissioning Plan.
- 5.5 All partners have now agreed additional contributions to the 2024/25 overspend, following a decision of Clackmannanshire Council to provide an additional £0.421m on top of the £1.327m already agreed back in March 2025, equating to voting share of the overall overspend. The remaining areas will be progressed over the coming months.

6.0 General Fund Capital

- 6.1 For 2025/26, the approved General Fund Capital programme set out significant gross investment in Clackmannanshire amounting to £29.266m. A further £5.208m was added as a result of carry forwards from 2024/25 and £1.615m has been added to reflect additional grant income for various projects and initiatives. These additional amounts have increased the approved budget for 2025/26 to £36.089m.
- 6.3 Whilst work on capital projects has been progressed, delays are still being incurred due to internal and external factors. On review of the forecasts as at June, spend is estimated to be £30.898m for the year resulting in an underspend of £(5.191)m against the approved budget
- 6.4 A summary of the projected outturn position for each of the Asset plans with main variances are shown in the table below:

Asset Management Strategy	Revised Budget 2025/26	Forecast to 31 March 2026	Over / (under) Spend	Main Variances
	£m	£m	£m	
Community Investment Strategy	23.340	21.171	(2.169)	Underspends on: - Clackmannan Regeneration £(1.088)m - Project being reviewed against original approved initiatives with updates to be reported to Council.

Asset Management Strategy	Revised Budget 2025/26	Forecast to 31 March 2026	Over / (under) Spend	Main Variances
	£m	£m	£m	
				- City Region Deal £(0.589)m - spend to be realigned along with grant funding. - Wellbeing Resourcing £ (0.254)m - to be updated on receipt of extended expenditure forecasting details from Contractor. - Town Centre Regeneration Fund £(0.195)m - carried forward from 2024/25. Review of original scope of the project is being undertaken.
Fleet	0.568	0.568	(0.000)	Spend in line with budget
IT	2.860	2.471	(0.389)	Underspend on: - Digital Transformation and resourcing £(0.121)m - anticipated carry forward to 26/27 to cover Project Manager costs. - Digital and IT Resourcing £(0.098)m,
Land	0.696	0.616	(0.080)	Underspends on: - Polmaise Waste Transfer Station – £(0.077)m work to be carried out by Stirling Council
Place Based Investment Fund	0.348	0.348	(0.000)	Funding anticipated to be fully spent
Property	4.155	1.608	(2.547)	Underspends on: - Learning Estates Options Appraisals £(2.357)m underspend - to be reprofiled and reallocated as part of 2026/27 budget process. - Capital programme support resourcing £(0.144)m due to vacancies
Roads	4.122	4.116	(0.006)	Underspend on: - Community Bus Fund - £(0.005)m
Gross Capital Expenditure	36.089	30.898	(5.191)	
	(8.459)	(7.811)	0.648	

Asset Management Strategy	Revised Budget 2025/26	Forecast to 31 March 2026	Over / (under) Spend	Main Variances
	£m	£m	£m	
Allocation of Capital Funding				Funding is allocated to projects as it is spent. Any funding that is not utilised in full will be carried forward to 2026/27 (where grant conditions allow) or repaid - City Region Deal £(0.689)m - Grant not being drawn down due to delayed spend.
Net Capital Programme	27.630	23.087	(4.543)	

7.0 Delivery of 2025/26 Approved Savings

- 7.1 At its budget meeting on 27 February 2025, Council approved savings of £3.814m for the financial year 2025/26. The table below shows the split of these savings across Directorates and the forecast achievement of those savings by 31 March 2026.

General Services Revenue Budget 2025/26 - Progress of Approved Savings by Directorate

Directorate	Total Approved Savings	Achieved/ likely to be achieved	At Risk	Unachieved
	£'000	£'000	£'000	£'000
People	1,325	1,277	48	0
Place	1,655	1,183	200	272
Partnership & Performance	637	589	12	36
Corporate	197	67	130	0
Total Approved Savings	3,814	3,116	390	308
		81.7%	10.2%	8.1%

- 7.2 The above table indicates that 81.7% of savings are forecast as achieved or likely to be achieved and the remaining 18.3% are forecast as at risk or unachieved in 2025/26. Detail of individual savings within each directorate is provided in **Appendix 2**.

8.0 Conclusions

- 8.1 General Fund Revenue Services are forecasting an underspend of £(0.422)m for the year to 31 March 2026;

- 8.2 The Clackmannanshire element of the H&SCP is forecast to overspend by £6.928m for the year to 31 March 2026;
- 8.3 The General Fund Capital programme is forecast to underspend by £(5.191)m for the year to 31 March 2026;
- 8.4 Of the £3.814m approved savings programme, £3.116m (81.7%) is forecast as achieved or likely to be achieved by 31 March 2026.

9.0 Sustainability Implications

- 9.1 There are no direct environmental sustainability implications arising from this report.

10.0 Resource Implications

10.1 Financial Details

- 10.2 The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate.

Yes ☒

- 10.3 Finance has been consulted and has agreed the financial implications as set out in the report.

Yes ☒

10.4 Staffing

- 10.5 There are no direct staffing implications arising from this report.

11.0 Exempt Reports

- 11.1 Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☒

12.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box ☒)

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all ☐

Our families; children and young people will have the best possible start in life ☐

Women and girls will be confident and aspirational, and achieve their full potential ☐

Our communities will be resilient and empowered so that they can thrive and flourish ☐

(2) Council Policies

Complies with relevant Council Policies

☐

13.0 Impact Assessments

- 13.1 Have you attached the combined equalities impact assessment to ensure compliance with the public sector equality duty and fairer Scotland duty? (All EFSIAs also require to be published on the Council's website)

Yes ☐

- 13.2 If an impact assessment has not been undertaken you should explain why:

An Equality Impact Assessment (EQIA) and Fairer Scotland Duty Assessment have not been prepared as this is a financial report and does not relate to a new policy or strategy.

14.0 Legality

- 14.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers.

Yes ☒

15.0 Appendices

- 15.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 – Draft Council Summary at June 2025

Appendix 2 – Summary Savings by Directorate at June 2025

Appendix 3 – People Variances at June 2025

Appendix 4 – Place Variances at June 2025

Appendix 5 – P&P Variances at June 2025

Appendix 6 – Corporate Variances at June 2025

Appendix 7 – HSCP Variances at June 2025

Appendix 8 – General Fund Capital as at June 2025

16.0 Background Papers

- 16.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes - General Services Revenue and Capital Budget 2025/26

Author(s)

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Elizabeth Hutcheon	Management Accountancy Team Leader	6214
Nicola Mack	Chief Accountant	
Lindsay Sim	Chief Finance Officer	2022

Approved by

NAME	DESIGNATION	SIGNATURE
Chris Alliston	Strategic Director of Partnership & Performance	

Council Summary 2025/26

As at June 2025

	<i>Annual Budget 2025-26 £'000</i>	<i>Forecast to March 2026 £'000</i>	<i>Variance Forecast to Budget £'000</i>
Directorate			
People	90,187	89,441	(746)
Place	34,851	35,339	488
Partnership & Performance	12,953	12,758	(195)
Directorate Expenditure	137,992	137,538	(453)
Corporate			
Corporate Centrally Held	336	336	0
Corporate Services	(1,338)	(1,307)	31
Misc Services - Non Distributed Costs	1,100	1,100	(0)
	97	129	31
	138,089	137,667	(422)
less allocated to non general fund	(1,315)	(1,315)	(0)
	136,774	136,352	(422)
Add Requisitions from Joint Boards			
Central Scotland Valuation Joint Board	503	503	0
Corporate Expenditure	137,277	136,855	(422)
Add/Deduct			
Interest on Revenue Balances	(205)	(205)	0
Loans Fund Contribution	7,444	7,444	0
Contribution to Bad Debt Provision	100	100	0
Total Expenditure	144,616	144,194	(422)
Sources of Funding			
General Revenue Funding/Non-Domestic Rates	(141,164)	(141,164)	0
Council Tax	(28,868)	(28,868)	0
Contribution from Reserves	(2,757)	(2,757)	0
Contribution from Earmarked Reserves	(1,528)	(1,528)	0
Contribution from Uncommitted Reserves	(346)	(346)	0
Total Funding	(174,663)	(174,663)	0
Projected (Surplus)/Shortfall	(30,047)	(30,469)	(422)
Health & Social Care Partnership	30,047	36,975	6,928

Management Efficiency Savings

Saving Reference	Directorate	Department	Description	Cash /Permanent	2025/26	Achieved/ Likely to be achieved £	At Risk £	Unachieved £	Total	Budgetholder Comments - June
P&PMGT2509	Partnership & Performance	Directorate	Saving associated with the Strategic Director Role	Cash	£ 9,000	£ 9,000			£ 9,000	Likely to be achieved
P&PMGT2512	Partnership & Performance	Directorate	Removal of all remaining hospitality budgets across the Directorate	Permanent	£ 3,166	£ 3,166			£ 3,166	Likely to be achieved
P&PMGT2513	Partnership & Performance	Directorate	Reduction of individual stationery budgets and centralisation into 1 managed through P&P administrator	Permanent	£ 3,500	£ 3,500			£ 3,500	Likely to be achieved
P&PMGT2508	Partnership & Performance	Directorate	Managed reduction of overtime budget	Permanent	£ 4,170	£ 4,170			£ 4,170	Achieved
P&PMGT2535	Partnership & Performance	Finance and Revenues	Delay in filling Procurement Assistant Vacant post	Cash	£ 21,450	£ 21,450			£ 21,450	Achieved as post vacant for 6 months
P&PMGT2519	Partnership & Performance	Finance and Revenues	Income rebate from contracts	Permanent	£ 3,000	£ 3,000			£ 3,000	Achieved - additional income received
P&PMGT2521	Partnership & Performance	Finance and Revenues	Non Domestic Rates efficiency saving	Cash	£ 334,000	£ 334,000			£ 334,000	Likely to be achieved
P&PMGT2522	Partnership & Performance	Finance and Revenues	Reduction in professional fees budget for asset valuations by exception	Permanent	£ 12,000		£ 12,000		£ 12,000	RICS qualified valuer not appointed at this time
P&PMGT2540	Partnership & Performance	Finance and Revenues	Postpone recruitment to 2 Trainee posts within Revenues until September 2025	Cash	£ 28,798	£ 28,798			£ 28,798	Achieved, posts not recruited to
P&PMGT2510	Partnership & Performance	HR & Workforce Development	Partial saving associated with not filling the Senior manager HR&WFD Vacancy	Cash	£ 55,000	£ 55,000			£ 55,000	Achieved
P&PMGT2503	Partnership & Performance	HR & Workforce Development	New corporate training funding model	Cash	£ 86,000	£ 86,000			£ 86,000	Achieved
P&PMGT2511	Corporate	Corporate	Increase Holiday Buy Back thresholds, promote unpaid leave options such as parental leave	Cash	£ 67,000	£ 67,000			£ 67,000	Achieved
P&PMGT2536	Partnership & Performance	Partnership & Transformation	Reduce Multi Functional Device (printers and scanners) fleet by 1/3 and use Royal Mail print driver	Permanent	£ 30,000			£ 30,000	£ 30,000	Device rationalisation to take place following expiry of new contract in 26/27.
P&PMGT2529	Partnership & Performance	Partnership & Transformation	Reduction in IT computer hardware budget	Permanent	£ 10,000	£ 10,000			£ 10,000	Likely to be achieved
P&PMGT2530	Partnership & Performance	Partnership & Transformation	Vacancy Management in Customer Services	Cash	£ 15,000	£ 15,000			£ 15,000	Achieved
P&PMGT2525	Partnership & Performance	Partnership & Transformation	Income from sale of obsolete IT equipment	Cash	£ 5,500			£ 5,500	£ 5,500	Unachieved as quality standard to enable sale has been increased
PEOMGT2506	People	ASN Non Dev	Removal of 3 temporary ASN Outreach Workers	Permanent	£ 124,770	£ 124,770			£ 124,770	Likely to achieve.
PEOMGT2520, 21, 22, 23	People	Care & Protection	Service redesign through Spend to Save	Permanent	£ 414,000	£ 366,000	£ 48,000		£ 414,000	Placements within the ERG for day education placements and residential placements are currently forecasted overspent £48k so currently on track to save only £56k out of £102k.
PEOMGT2507	People	Chief Officers	Increased automation of grant payments	Permanent	£ 6,284	£ 6,284			£ 6,284	Likely to achieve.
PEOMGT2501	People	Customer Services	Library Service Option 1: Budget re-alignment and Operational Savings	Permanent	£ 44,640	£ 44,640			£ 44,640	Likely to achieve.
PEOMGT2502	People	Primary Devolved	Review of Devolved school management	Permanent	£ 400,000	£ 400,000			£ 400,000	Achieved
PEOMGT2505	People	Secondary Non Dev	Ending the contract with Work Placement Services Contract, Gateway Shared Services.	Permanent	£ 14,268	£ 14,268			£ 14,268	Achieved
PEOMGT2504	People	Sport & Leisure	Review Of Leisure Budget	Cash	£ 250,000	£ 250,000			£ 250,000	Achieved
PEOMGT2524	People	Sport & Leisure	Removal of Sports Apprentice position & Sports Council grant funding	Permanent	£ 32,850	£32,850			£ 32,850	Likely to achieve.
PLMGT2503	Place	DEVELOPMENT	Vacancies Reconciliation, Offset staff costs against external income	Cash	£ 170,000	£ 170,000			£ 170,000	Saving to be achieved via funding for budgeted posts
PLMGT2506	Place	DEVELOPMENT	Redesign: Vocational Training	Permanent	£ 21,500	£ 21,500			£ 21,500	Achieved
PLMGT2501	Place	DIRECTORATE	Further alignment of General Fund costs attributed to HRA	Permanent	£ 41,515	£ 29,311		£ 12,204	£ 41,515	Unachieved £12k due to vacanct post not rechargeable
PLMGT2504	Place	DIRECTORATE	Offset of corporate expenditure supporting Place Delivery from Balances	Cash	£ 200,000		£ 200,000		£ 200,000	Require further details of progress
PLMGT2509	Place	ENVIRONMENT	Reduction in Fleet operational budget - offset by income	Cash	£ 75,000	£ 75,000			£ 75,000	Likely to achieve
PLMGT2519	Place	ENVIRONMENT	Public Behaviour Change Campaign - Food Waste behaviour	Cash	£ 30,000	£ 30,000			£ 30,000	Likely to achieve
PLMGT2516	Place	ENVIRONMENT	Increase Income via Waste for Paper sales	Cash	£ 80,000	£ 80,000			£ 80,000	Likely to achieve
PLMGT2514	Place	ENVIRONMENT	Reprofiling mechanical gritting hire	Permanent	£ 15,000	£ 15,000			£ 15,000	Likely to achieve
PLMGT2522	Place	PROPERTY	Asset Management - Operational Revenue Savings from Sale of Properties	Permanent	£ 198,733			£ 198,733	£ 198,733	Require further details of progress
PLMGT2523	Place	PROPERTY	Asset Management - PPP Contract Insurance Return	Permanent	£ 170,000	£ 170,000			£ 170,000	Likely to achieve
PLMGT2524	Place	PROPERTY	Asset Management - Kilncraigs new space model	Permanent	£ 20,000			£ 20,000	£ 20,000	Unachieved to date
PLMGT2526	Place	PROPERTY	Asset Management - Council behaviour change - utilities	Cash	£ 25,000	£ 25,000			£ 25,000	Likely to achieve
PLMGT2528	Place	PROPERTY	Catering - Remove vacant post	Permanent	£ 43,009	£ 43,009			£ 43,009	Likely to achieve
PLMGT2533	Place	PROPERTY	Facilities - Remove vacant posts	Permanent	£ 54,202	£ 54,202			£ 54,202	Achieved.
PLMGT2525	Place	PROPERTY	Asset Management - Reduction in non-essential minor works	Cash	£ 52,500	£ 52,500			£ 52,500	Achieved.
Total Management Efficiency Savings 2025/26					£ 3,170,855	£ 2,644,418	£ 260,000	£ 266,437	£ 3,170,855	

Policy Savings 2025/26

Saving Reference	Directorate	Department	Description	Cash /Permanent	2025/26	Achieved/ Likely to be achieved £	At Risk £	Unachieved £	Total	Budgetholder Comments - June
P&PPOL2512	Corporate	Corporate	Business Support Review	Permanent	£ 50,000		£ 50,000		£ 50,000	No posts identified as yet, work ongoing
P&PPOL2507	Corporate	Corporate	No payment to leavers for backpay for pay award	Cash	£ 80,000		£ 80,000		£ 80,000	Likely to have been achieved
P&PPOL2513	Partnership & Performance	HR & Workforce Development	Reduction of Corporate Training budget	Permanent	£ 6,170	£ 6,170			£ 6,170	Achieved
P&PPOL2503	Partnership & Performance	Partnership & Transformation	Reduce budgets by 50% which support voluntary organisations with training and development. This includes support to Community Councils for training, equipment, venue costs and rental costs.	Permanent	£ 10,000	£ 10,000			£ 10,000	Likely to achieve
PEOPOL2515	People	ASN, Primary, Secondary Early Years Devolved	Reduction in school resources in line with fall in pupil numbers	Permanent	£ 38,118	£ 38,118			£ 38,118	Likely to achieve
PLPOL2507	Place	DEVELOPMENT	Development Services: New Income	Cash	£ 10,000			£ 10,000	£ 10,000	Not achievable
PLPOL2510	Place	ENVIRONMENT	Increase income into Land Services	Cash	£ 40,000	£ 40,000			£ 40,000	Likely to achieve
PLPOL2520	Place	ENVIRONMENT	Increase Brown Bin charges by £2	Permanent	£ 20,000	£ 20,000			£ 20,000	Likely to achieve
PLPOL2534	Place	ENVIRONMENT	Redesign of Land Services	Permanent	£ 90,000	£ 90,000			£ 90,000	Achieved.
PLPOL2517	Place	ENVIRONMENT	Reduction in the winter service budget	Cash	£ 50,000	£ 50,000			£ 50,000	Likely to achieve
PLPOL2531	Place	PROPERTY	Cleaning - Remove Internal Window Cleaning Budget	Permanent	£ 10,000	£ 10,000			£ 10,000	Likely to achieve
PLPOL2502	Place	DIRECTORATE	Place Directorate Redesign	Permanent	£ 150,000	£ 150,000			£ 150,000	Achieved.
PLPOL2518	Place	ENVIRONMENT	Redesign Roads TOM	Permanent	£ 31,795			£ 31,795	£ 31,795	Roads redesign not implemented.
PLPOL2521	Place	HOUSING	Service Redesign: Housing	Permanent	£ 39,251	£ 39,251			£ 39,251	Achieved.
PLPOL2530	Place	PROPERTY	Cleaning - Reduce operations	Permanent	£ 18,310	£ 18,310			£ 18,310	Achieved.
Total Policy Savings 2025/26					£ 643,644	£ 471,849	£ 130,000	£ 41,795	£ 643,644	

People	1,324,930	1,276,930	48,000	0	1,324,930
Place	1,655,815	1,183,083	200,000	272,732	1,655,815
Partnership & Performance	636,754	589,254	12,000	35,500	636,754
Corporate	197,000	67,000	130,000	0	197,000
Total	3,814,499	3,116,267	390,000	308,232	3,814,499

People	Annual Budget 2025/26	Forecast to March 2026	Variance Forecast to Budget at March 2026	Narrative
	£'000	£'000	£'000	
Strategic Director	305	378	73	Forecast overspend of £0.073m reflects historic restructure saving not achieved.
Support & Wellbeing				
Customer Services	622	525	(98)	Libraries & Customer services: - £(0.098)m underspend due to staffing vacancies, and reduced hours worked £(0.123)m part offset by forecast overspend of £0.025m in service charges for card machine terminals as budget has not increased in line with number of terminals.
Leisure & Sports Development	856	597	(259)	Sports Development are forecasting an underspend of £(0.080)m: Relating to - Swimming Programme £(0.053)m and various Sports Programmes forecast surplus totalling £(0.027)m. Leisure are forecasting an underspend of £(0.179)m: relating to £(0.106)m underspend in Wellbeing Hub operating costs/Subsidy not required, Staffing underspend of £(0.100)m partially offset by Income shortfall £0.036m mainly in halls & Community Centres and £(0.009)m underspend in various non staffing budgets
Total Support & Wellbeing	1,478	1,122	(356)	
Education & Learning				
Devolved Schools	41,360	40,768	(592)	Devolved Schools are reporting an underspend of £(0.592)m. This consists of: £(0.755)m forecast underspend within Primary schools - staffing turnover, vacant posts and shared headships. An overspend of £0.023m within Secondary schools consists of staffing £(0.138)m underspend vacant posts & turnover and per capita £0.161m overspend. ASN is forecasting an overspend of £0.140m - consisting of an underspend in staffing £(0.046)m, per capita overspend £0.058m and external placement income shortfall £0.128m with there being no current external placements. Early Years per capita is currently forecasting on budget. Any underspend in Devolved budgets is carried forward at year end into DSM earmarked reserves and is available for use in the next financial year. Devolved school budgets are re-aligned in September after Teachers census to reflect schools requirements for the new academic year.
Early Years	11,391	11,361	(29)	Early Years are forecasting an underspend of £(0.029)m. Kidzone out of school care £0.021m overspend due to shortfall in income and additional staffing costs relating to Janitors overtime. Mainstream Nursery provision is currently forecasting an underspend of £(0.050)m which relates to payments within Third Party Nursery Providers of £0.185m due to inflationary pressures, Staffing overspend of £0.042m in relation to prior years saving initiatives "Review of operating Models" not being fully achieving offset by funding from Child Wellbeing Partnership for Under 2, and 3 to 5 year old out of hours placements totaling £(0.277)m.
ASN Non Devolved	8,034	8,053	19	ASN Non Devolved is forecasting an overspend of £0.019m: Relating to - Staffing overspend of £0.056m due to ongoing high demand for ASN provision part offset by £(0.037)m underspend on Speech & Language contract (PEF contribution).

People	Annual Budget 2025/26	Forecast to March 2026	Variance Forecast to Budget at March 2026	Narrative
	£'000	£'000	£'000	
Primary Non Devolved	2,160	2,409	249	Primary Non Devolved is reporting an overspend of £0.249m. Within the Core Primary Non Devolved areas staff turnover / vacancies is forecasting an underspend of £(0.060)m, non staffing overspends in relation to Parent Pay fees £0.006m, Cleaning £0.012m, Seemis £0.037m, equipment & property works £0.029m. Within Teachers Flexibility cost centre, the forecast overspend of £0.225m relates to prior year Primary savings not fully achieved. The Devolved school Budgets will be re-aligned in September after the Teachers Census to reflect new academic year requirements, once this is completed there will be more clarity on the achievement of various staff related savings.
Secondary Non Devolved	2,134	2,085	(49)	Secondary Non Devolved is reporting an underspend of £(0.049)m. Gaelic (Pupil Transport) £0.015m overspend, Teachers Supply costs underspend £(0.060)m and various minor variances totaling £(0.004)m.
Pupil Equity Funding	2,271	2,271	(0)	Pupil Equity Funding (PEF) is allocated on an Academic Year basis and any underspend is carried forward with the requirement that it is fully spent by July of the following year.
Business Management	748	842	94	Business Management is forecasting an overspend of £0.094m, historic saving Head Of Education - post re-instated £0.058m and additional staffing in centre £0.038m.
Other Areas	858	838	(20)	Other areas combine to forecast an underspend of £(0.020)m: the Psychology Service is overspent by £0.048m due to a permanent post which is no longer funded, School Crossing Patrols Officers underspend of £(0.009)m due to vacancies and turnover and CLD underspend due to staffing (£0.049m) with external funding being available and underspend of £(0.010)m on discontinued holiday programmes.
Education & Learning Total	68,955	68,627	(328)	
Care & Protection				
Children's Commissioned Services	1,175	1,175	0	Spend in line with budget.
Corporate Parenting	7,370	7,353	(17)	Corporate Parenting is forecast to overspend by £0.017m: Childrens Unit is forecast to overspend by £0.214m , of which £0.185m is due to employee costs not budgeted for including increased contractual payments (overnights, weekend allowance) a demand pressure is being perpared for 2026/27 to address this overspend. £0.029m is due to transport and other supplies/services across various nominals. Family Placement Team is overspent by £0.032m , of which £0.128m relates to Adoption Payments with a historic insufficient budget, £0.053m overspend for respite care which is partially offset by underspends in staffing of £(0.015)m, underspends in Legal £(0.074)m, and Payments to Other Local Authoritys underspend of £(0.051)m due to less external placements. Other minor under/overspends total £(0.009)m. External Foster Care is underspent by £(0.233)m , relating to payments for external fostering, this continues the trend of prior year underspend. This is partially offset by increases within internal care payments Throughcare Aftercare is overspent by £0.026m .Overspends are Professional Fees of £0.031m relating to one to one support for a young person not budgeted, other small offsetting variances £(0.005)m. Performance, Quality & Assurance staffing costs are underspent £(0.036)m . Kinship care is underspent by £(0.020)m , due to external funding for unaccompanied asylum seeking children £(0.037)m offset by minor overspends of £0.017m.

People	Annual Budget 2025/26	Forecast to March 2026	Variance Forecast to Budget at March 2026	Narrative
	£'000	£'000	£'000	
Fieldwork Children And Families	1,868	1,865	(3)	Fieldwork is forecast to underspend by £(0.003)m: Employee costs are underspent by £(0.037)m relating to overspends within Agency Costs of £0.047m which is offset by an underspend of £(0.084)m relating to 2 maternity leaves and 2 vacancies. Other underspends are increased income of £(0.013)m for internal training salary re-charges, staff travel of £(0.011)m and other minor underspends of £(0.012)m . Overspends of £0.015m for the independent chair of the Child Protection Committee, £0.014m due to external income no longer expected from training placements at Stirling University, £0.018m for secure & other client transport costs and £0.023m for other minor overspends (Legal expenses, Payments to Individuals, Staff Mileage, Insurance, Printing & Stationery).
Residential Placements	3,642	3,527	(115)	Residential Placements are forecast to underspend by £(0.115)m: The External Resource Group placements include 33 placements and are overspent by £0.048m , while the Supported Accommodation/Continuing Care placements are underspent by £(0.162)m with 3 children in placement reducing to 2 during the year.
Management and Support	1,052	1,020	(32)	Management & Support is forecast to underspend by £(0.032)m: Staff costs underspend £(0.024)m due to a vacancy. Overspend of £0.031m Emergency Duty Team costs and other minor overspends of £0.004m from Payments to Contractors, Stationery & Insurance. Additional income from Criminal Justice Award to Children's service £(0.018)m in line with increased grant , increased income from Glenochil admin fee £(0.014)m in line with increased recharges and other minor underspend £(0.011)m .
Permanence Team	264	294	30	£0.030m overspend forecast: Overspends are Staff Costs £0.008m , Legal Costs (Permanence Orders, Adoptions Fees, Court/Professional Fees) £0.018m and other minor overspends of £0.004m .
Early Interventions	1,944	1,864	(79)	Early interventions is forecast to underspend by £(0.079)m: Salaries are forecast to underspend by £(0.062)m due to 1 maternity leave and 2 vacancies. Other underspends are: £(0.020)m for equipment purchases within the Disability Team, £(0.019)m in Respite Care, £(0.012)m in Self Directed Support payments and other minor underspends including staff and client travel of £(0.006)m . Reduction in income of £0.030m due to reduction in recharges for complex care clients and £0.010m of other minor overspends of Insurance, Property Re-charges and Legal Expenses.
Criminal Justice Service	1,904	2,009	104	Criminal Justice Service overall is forecast to overspend by £0.104m: Criminal Justice: Employee costs are forecast to overspent by £0.038m , Vol Org payments overspent by £0.091m and other minor over and underspends £0.004m (additional income offset by general consumables). MAPPA/VISOR: Employee costs are forecast to underspend by £(0.029)m.
Community Justice	229	206	(23)	Community Justice is forecast to underspend by £(0.023)m: Employee costs forecast to underspend by £(0.026)m due to a vacancy and grant funding replacing need for core staff budget . Small overspends across Mobile Telephone and Insurance costs total £0.003m .
Total Care & Protection	19,448	19,313	(135)	
Directorate Total	90,187	89,441	(746)	

Place	Annual Budget 2025/26	Forecast to March 2026	Variance Forecast to Budget March 2026	Narrative
	£'000	£'000	£'000	
Strategic Director	(89)	(54)	35	VS Saving: £0.035m overspent. Forecast aligned with year to date actuals
Development	1,954	1,855	(99)	Planning and Building Standards: £(0.032)m underspend: £(0.065)m underspend on staff costs through delays in recruitment to vacancies; £0.033m overspend on internal improvement service working on GIS / IDOX. Economic Development: £(0.002)m underspend due to various small variances. Environmental Health: £(0.051)m underspend due to staffing as a result of delays in recruitment. Energy & Sustainability: £0.007m overspend due to various small expenditure. Implementation: £(0.021)m underspend due to staffing. Trading Standards: forecast to be on budget.
				Fleet: £(0.041)m underspend: £(0.013)m underspend in staffing; £(0.023)m underspend due to additional income from internal income generated from maintenance of fleet vehicles; £(0.005)m various small underspends. Land: £(0.117)m underspend: £(0.193)m underspend due to staffing offset by agency costs; £(0.134)m underspend due to additional income from HRA; £0.100m overspend within agency costs; £0.090m overspend due to historical income budget; £0.004m overspend on training for hedge cutting and weedkilling which is a health and safety requirement; £0.016m overspends in various others other areas. Roads: £(0.005)m underspend: £(0.090)m underspend in staffing due to delay in recruitment to vacancies and retirement; £(0.080)m underspend in Winter Maintenance due to the expectation of a milder winter; £0.080m overspend on salt shed for redevelopment at Forthbank; £0.058m overspend in Street Lighting due to increased electricity costs; £0.032m overspend from unachievable 25/26 redesign saving, offset by temporary compensatory underspend in staffing; £(0.005)m underspend in various small spends.

Place	Annual Budget 2025/26	Forecast to March 2026	Variance Forecast to Budget March 2026	Narrative
	£'000	£'000	£'000	
Environment	9,869	9,530	(339)	Transportation £(0.170)m underspend: £(0.085)m underspend in staff costs due to delay in recruitment to vacancies; £(0.085)m underspend due to additional income from electrical vehicle charging points. The electricity costs for this service delivery are captured within property. Waste: £(0.006)m underspend: £(0.295)m underspend in staffing offset by agency costs overspend: £(0.255)m underspend due to additional income from HRA; £0.270m overspend in agency costs; £0.132m overspend in contractor spend for redevelopment at Forthbank; £0.068m overspend for Polmaise transfer loading station at Stirling; £0.038m overspend to to reduced income from garden waste permits; £0.026m overspend due to historic unachieved saving for reduction in opening hours to recycling facility; £0.018m overspend due to reduced income from Small Traders Tipping Ticket; £0.004m overspend in various small spends. Senior Manager: forecasting on budget.
Housing	229	1,189	960	ASBO/CSP: £(0.005)m underspend within staffing. Homeless & Specialised Accom: £0.901m overspend. This is due to the rising costs within temporary accommodation by private landlords. Professional Fees: £0.119m forecast overspend Housing and Community Safety: On budget Strategic Housing Authority: On budget Resettlement programmes : £(0.054)m -Underspend is due to staffing as a result of delay in recruitment
Property	22,889	22,819	(70)	Catering: £(0.005)m underspend: £(0.129)m underspend due to additional income from nursery meals to support the early years 1140 hours expansion; £(0.024)m underspend due to staffing; £0.095m overspend on food provision due to increase in food costs; £0.012m overspend due to Loomis costs for cash collection at the secondary schools; £0.010m overspend due to a reduction in school meal income in secondary schools; £0.009m overspend due to a reduction in funding for milk scheme; £0.008m overspend due to a reduction in income from lunch clubs that service no longer provides; £0.014m overspend on various small spends. Building Operations: £(0.264)m underspend: £(0.298)m underspend due to decrease in gas cost; £(0.030)m underspend due to decrease cost of insurance; £0.051m increase in electricity costs due to rising cost; £0.013m increase in water charges due to rising cost. Facilities: £(0.068)m underspend: £(0.090)m underspend relating to additional income from cleaning and janitorial supporting the early years 1140 hours expansion; £0.021m overspend on staffing to support early years 1140 hours expansion and cover absence; £0.001m overspend on various small spends. Rental Income: £0.269m overspend relating to reduced income across properties. Asset Management & Major Works: £(0.002)m underspend relating to staff travel.
Directorate Total	34,851	35,339	488	

Partnership & Performance Directorate
Forecast Variances as at June 2025

Appendix 5

Partnership & Performance	Annual Budget 2025/26	Forecast to March 2026	Variance Forecast to Budget March 2026	Narrative
	£'000	£'000	£'000	
Strategic Director	115	158	43	Strategic Director: Balance of historic unachieved savings for restructure.
Finance & Revenues	4,834	4,677	(157)	Finance: forecast to underspend by £(0.121)m; Staffing costs £(0.062)m due to vacancies within Accountancy, Techone support £0.039m (offset by vacancies) and small variances of £0.005m, offset by underspends in computer software not purchased £(0.018)m and procurement rebates £(0.085)m Revenues: forecast to underspend by £(0.036)m, Staffing costs underspend £(0.079)m due to vacancies, supplies and services overspend £0.036m across many categories including subscriptions, software maintenance and professional fees, income shortfall of £0.013m due to reduced Housing Benefit admin funding, off set by increased Council Tax admin income of £(0.010)m and non achieved other income £0.004m.
HR & Workforce Development	1,839	1,875	36	HR & Workforce Development: Forecast to overspend by £0.036m; Staffing costs £0.033m due to unachieved savings, small variances £0.003m Corporate Training: forecast to be on budget
Legal & Governance	1,971	1,853	(118)	Legal and Democracy: Forecast to underspend by £(0.093)m, Staffing underspend of £(0.101)m due to vacancies partially offset by loss of income £0.010m and small variances of £(0.002)m Elections: forecast on budget Business support: Overspend on professional fees £0.010m Registrars: Staffing forecast to underspend by £(0.033)m Audit & Fraud: forecast on budget Member services: small underspend of £(0.002)m
Partnership & Transformation	4,194	4,194	(0)	IT: Forecast to underspend by £(0.391)m, Staffing costs £(0.206)m due to vacancies pending redesign, computer software maintenance underspend £(0.118)m, this is estimated and subject to change as the year progresses. Telephones underspend £(0.062)m, Computer hardware £(0.036)m, overspend forecast in professional fees £0.028m due to TDA support and PSN accreditation, small variances £0.003m Strategy & Performance: A forecasted overspend of £0.391m is anticipated for 2025/26, with associated demand pressures to be created for consideration within the 2026/27 budget. An overspend of £0.231m is expected due to an unachievable saving within the Contact Centre. A further £0.100m overspend relates to a historic income target within Strategy & Partnership that will not be met. Additionally, £0.060m reflects two unachieved savings of £0.030m each.
Directorate Total	12,953	12,758	(195)	

Corporate Budgets & Sources of Funding
Variances as at June 2025

Appendix 6

Corporate	Annual Budget 2025/26	Forecast to March 2026	Forecast to Budget at June 2025	Narrative
	£'000	£'000	£'000	
Chief Executive and Corporate Services	(1,002)	(971)	31	Overspend of £0.031m for corporate savings centrally held achieved within services - family friendly, turnover and mileage. Achievement monitored throughout year.
Misc Services - Non Distributed Costs	1,100	1,100	0	Spend expected in line with budget
Central Support	(1,315)	(1,315)	0	Spend expected in line with budget
Central Scotland Valuation Joint Board	503	503	0	Spend will be in line with budget
Interest on Revenue Balances	(205)	(205)	0	Income from short term cash deposits in line with budget
Loans Fund Contribution	7,444	7,444	0	Dependent on actual borrowing and progress with capital programme.
Contribution to Bad Debt Provision	100	100	0	Calculated at the end of the year based on age of debt
Total expenditure	6,625	6,656	31	
Sources of Funding	(174,663)	(174,663)	0	Funding expected in line with budget
Total	(168,038)	(168,007)	31	

HSCP	Annual Budget 2025/26	Forecast to March 2026	Variance Forecast to Budget March 2026	Narrative
Learning Disabilities				
LD Assessment & Care Management	552	477	(75)	Underspend of £(0.075)m against budget. Underspends in staff costs of £(0.095)m with 3 open positions forecast to be filled in October £(0.070)m and relief budget not utilised of £(0.025)m. Voluntary Organisation Payments £0.020m not included in budget, added per 2024/25 actuals.
LD- Residential Care Services	1,624	1,566	(58)	Underspend of £(0.058)m against budget. This underspend comes from a reduction in care package costs, with the number of clients dropping from 20 clients to 16 since the start of April.
LD- Community Based Care	7,295	9,189	1,894	Overspend of £1.894m on budget. Care package costs are £2.057m over budget. We have 155 users, with 26 having packages worth between £100k to £300k, accounting for around half the forecast costs. Since the start of April, we have added 8 new clients with few dropping off. 28 packages have also seen increases ranging from £10k up to £148k. Staff costs are £(0.171)m under budget with 4 positions at Whins currently vacant with no recruitment plans in 2025/26. Minor under and overspends across several smaller budget areas account for an additional £0.008m in variance.
Learning Disabilities Total	9,472	11,232	1,760	
Mental Health				
MH Assessment & Care Management	541	461	(80)	Underspend of £(0.080)m against budget. Staff costs £(0.037)m under budget with 2 staff on maternity leave and a part time vacant position. Voluntary organisations payments £(0.044)m under budget as the service area moves away from using them. A small change in staff mileage claims accounts for £0.001m .
MH-Residential Care Services	814	875	61	Forecast exceeds budget by £0.061m due to increases in care package costs. One additional package has been added since April at a cost of £0.085m in 2024/25. We currently have 19 clients with an average package cost of £63k.
MH- Community Based Care	1,246	1,003	(244)	Underspend of £(0.244)m against budget. Home care package cost are down £(0.242)m . We currently have 45 clients with the top 5 packages totalling £538k in value, with an average package cost of £108k. Staff mileage claims £(0.002)m accounted for the other variance to budget.
Mental Health Total	2,601	2,338	(263)	
Older People / Physical Disabilities				
OP/PD Assessment & Care Management	2,099	2,021	(78)	The forecast is under budget by £(0.078)m. Staffing costs are £(0.069)m underspent with 1.5 FTE leavers in Physical and OP Staffing not currently being replaced. A balance of under and overspends across smaller budget areas totalled £(0.009)m . A reduction in staff mileage costs is driving this underspend.

HSCP	Annual Budget 2025/26	Forecast to March 2026	Variance Forecast to Budget March 2026	Narrative
OP/PD Residential Care Services	9,837	13,116	3,279	Overspend of £3.279m against budget. The increase in care package costs totals £3.614m . The National Care Home Contract rate uplift was not in the budget and added £1m to cost in this area. Menstrie residents moved to private providers account for £482k of this increase. We have 257 clients (243 OP / 14 PD) with an average care package cost of £52k per annum. This was partly off set from underspends in staffing costs, of £(0.293)m , with £(0.099)m relating to single status relief budget not utilised and in the provision of food costs of £(0.049)m . Both forecast underspends were driven by the closure of Menstrie House. Changes across several smaller budget areas accounted for a £0.007m increase in costs against budget.
OP/PD Community Based Care	9,852	12,674	2,822	Overspend of £2.822m against budget. Package care costs are forecast to be £2.619m over budget. We have 415 packages (363 OP / 52 PD) valued at £0.010m per annum or above, (up to £0.191m). Staffing costs are £0.171m over budget (historically over budget, partly offset in Reablement). Purchase of equipment is £0.025m over budget, based on this years current run rates. Various small movements against budget account for £0.007m .
Older People / Physical Disabilities Total	21,788	27,811	6,023	
Reablement				
Reablement	1,576	1,545	(31)	Forecast underspend of £(0.31)m against budget. Staff costs £(0.065)m under budget primarily due to the single status relief budget not being utilised. Insurance costs £0.009m and staff mileage cost £0.025m were increased in line with last years actuals
Reablement Total	1,576	1,545	(31)	
Management & Others				
Management	2,403	1,842	(561)	Forecast underspend against budget of £(0.561)m. This was due primarily to vacancies in senior management roles which were previously hosted by Clacks £(0.501)m . The balance relates to a £(0.060)m budget for voluntary organisation payments and private residence cost that has now been forecast per last years actuals.
Management & Others Total	2,403	1,842	(561)	
Income				
Resource Transfer	(7,794)	(7,794)	0	As per budget.
Income Total	(7,794)	(7,794)	0	
Total	30,047	36,975	6,928	

Capital Projects Outturn to Quarter 1 2025-26

Appendix 8

Expenditure as at 16-09-2025

Project ID	Project Manager	Project ID Description	Amended Budget	Total Expenditure at September 2025	% completion to September	Projected Outturn to 31 March 2026	Projected (Under)/Oversepend at Q1	% Projected Outturn to Budget	Comment
x			£	£	%	£	£	%	
Community Investment Strategy									
10307	KWELLS/A Davidson	UK GOV Shared Prosperity Fund UKPF	197,000	0	0.00%	197,000	0	100.00%	Scheme now accepting grant applications, full spend expected by March 26
10334	Lawrence Hunter	Forthbank Renewable Energy and Food Growing	112,000	0	0.00%	112,000	0	100.00%	Scottish Government grant of £112k for the Forth bank Vertical Growing Facility project to be progressed in 25/26. This project is to develop an innovative vertical growing facility in Forthbank, Alloa South. Budget to be used to locate containers on site and connections to services.
10272	N HERKES/MBYLE	Free School Meals Equipment	257,000	0	0.00%	257,000	0	100.00%	Capital allocations from SG to support the phased expansion of free school meals to those in receipt of Scottish Child Payment in Primary 6 and 7.
10174	AMACKIE	Fitness Suite Replacement	7,695	0	0.00%	7,695	0	100.00%	Review of audit equipment has been completed across 3 schools.
10085	Neil Ramsay	Dumyat Visitor Hub	22,338	0	0.00%	22,338	0	100.00%	Full spend anticipated
10149	Andrew Buchannan	Clackmannan Regeneration	1,337,605	110,703	8.28%	250,000	-1,087,605	18.69%	The £250k projected outturn relates to development works at Clackmannan Main St/North St with project ongoing and expected to complete in 2025. The majority of project works were undertaken during 2023/24. Works in 2024/25 are mainly on affordable housing and commercial units in Main Street. Projected underspend of £1.1m in 2025/26. Clackmannan Regeneration Project being reviewed against original approved initiatives with updates to be reported to Council.
10164	C.JARVIE	Clackmannan CAP	93,000	0	0.00%	93,000	0	100.00%	Discussions with community group ongoing regarding plans for Community Transfer. Update will be reported to Planning Committee and Council.
10209	KWELLS/Jane Burridge	City Deal RPMO	100,000	14,178	14.18%	100,000	0	100.00%	Full spend anticipated
10213	KWELLS/Jane Burridge	Innovation Hub Delivery	1,030,000	1,000,000	97.09%	1,000,000	-30,000	97.09%	Refurbishment works on Greenfield House
10283	KWELLS/Jane Burridge	City Region Deal	1,470,000	0	0.00%	881,000	-589,000	59.93%	Anticipated underspend to be c/w/d and reprofiling to be undertaken as part of 2026/27 budget process.
10191	KWELLS	Town Centre Regeneration Fund	195,000	0	0.00%	0	-195,000	0.00%	Carry forward of £195k included in 2025/26 approved budget. Review of original scope of the project is being undertaken.
10290	KWELLS/Jane Burridge	City Region Deal - Resourcing	263,000	32,488	12.35%	250,000	-13,000	95.06%	
10251	Ross McGuire	Wellbeing Hub - Permanent	17,223,000	2,087,966	12.12%	17,223,000	0	100.00%	Awaiting final cost plan from Contractor - Updated figures due October 2025
10292	Ross McGuire	Wellbeing Hub & Lochies - Resourcing	459,832	183,565	39.92%	205,439	-254,393	44.68%	Resourcing model to be updated on receipt of final cost plan from contractor
10254	LROBERTSON	Capital Programme Legal Resource	46,131	25,885	56.11%	46,131	0	100.00%	
10227	John Allan	CRB System	40,000	0	0.00%	40,000	0	100.00%	
10320	KWELLS/Chris Hargrove	Alva Cemetery Extension	486,000	16,731	3.44%	486,000	0	100.00%	
x			23,339,601	3,471,515	14.87%	21,170,603	-2,168,998	90.71%	
Fleet Asset Management Strategy									
10062	kphilliben	Vehicle Replacement	568,065	437,937	77.09%	568,065	0	100.00%	Full spend anticipated
x			568,065	437,937	77.09%	568,065	0	100.00%	
IT Asset Management Strategy									
10041	JALLAN	Schools ICT Replacement - All Primaries	179,323	167,553	93.44%	178,878	-445	99.75%	Spend in line with budget
10031	JALLAN	Schools ICT Replacement - Alva Academy	51,000	20,753	40.69%	51,000	0	100.00%	Budget original held in Project 10230 ICT Replacement Secondary Schools and has been allocated to individual school. c/w budget required for new network and Windows 11 Rollout
10011	JALLAN	Schools ICT Replacement - Lomshill Academy	44,000	26,252	59.66%	20,341	-23,659	46.23%	Budget original held in Project 10230 ICT Replacement Secondary Schools and has been allocated to individual school. c/w budget required for new network and Windows 11 Rollout
10000	JALLAN	Schools ICT Replacement - Alloa Academy	51,000	29,846	58.52%	48,999	-2,001	96.08%	Budget original held in Project 10230 ICT Replacement Secondary Schools and has been allocated to individual school. c/w budget required for new network and Windows 11 Rollout
10064	JALLAN	IT Infrastructure	108,029	61,654	57.07%	105,000	-3,029	97.20%	
10187	JALLAN	Digital Infrastructure	10,000	0	0.00%	10,000	0	100.00%	
10202	JALLAN	Digital Learning Strategy	250,000	235,754	94.30%	249,000	-1,000	99.60%	
10210	JALLAN	Homeworking	236,247	69,560	29.44%	224,500	-11,747	95.03%	
10255	ABONNER	Digital Transformation - Work Smarter	476,000	406,112	85.32%	355,275	-120,725	74.64%	Anticipated carry forward to 2026/27 required to cover 19 mths of Project Manager costs.
10294	ABONNER	Working Smarter (IOT, RPA) - Resourcing	345,000	34,658	10.05%	299,463	-45,537	86.80%	Anticipated c/w/d to 2026/27
10256	C.JARVIE	IT Resourcing - Corporate	159,319	37,725	23.68%	124,000	-35,319	77.83%	Expenditure is professional support for telephone system rollout
10257	C.JARVIE	IT Resourcing - Digital Rollout	51,000	0	0.00%	51,000	0	100.00%	Expenditure is capitalisation of staffing budget to support rollout of Chromebook in Education.
10282	C.JARVIE	Social Care System MVP	80,000	0	0.00%	40,000	-40,000	50.00%	Budget to be used for upgrade required to ensure PSN compliance with Lotus Notes Environment.
10295	C.JARVIE	Future Ways of Working - Resourcing	75,000	0	0.00%	75,000	0	100.00%	Rollout of Windows 11 Corporate including upgrade of compatible devices.
10231	Kevin Wells/R Scobie	Building Energy Management System	16,320	0	0.00%	16,320	0	100.00%	Full spend anticipated
10065	Ibarker	Social services adaptations	99,304	0	0.00%	75,304	-24,000	75.83%	It is anticipated that a virement request will be received to transfer £24k budget to project 10253 Tech Analogue to Digital
10253	Ibarker	Tech Analogue to Digital Trans	69,504	82,057	118.06%	93,504	24,000	134.53%	Carry forward of underspend from 24/25 of £69.5k at Q4. It is anticipated that a virement request will be received to transfer £24k budget from project 10065 Social Services adaptations.
10317	LROBERTSON	Case Management System	8,000	0	0.00%	0	-8,000	0.00%	
10318	JALLAN	M365 Resourcing Implementation	24,352	0	0.00%	24,352	0	100.00%	Full spend anticipated
10326	C.JARVIE	Digital and IT PMRO Resourcing	226,885	8,800	3.88%	129,000	-97,885	56.86%	Invitation to Tender for Solutions Architect to lead Technical Design Authority and Public Services Network undertaken and being evaluated.
10327	C.JARVIE	IT Network Switching	300,000	152,551	50.85%	299,730	-270	99.91%	
x			2,860,283	1,333,274	46.61%	2,470,666	-389,617	86.38%	

Project ID	Project Manager	Project ID Description	Amended Budget	Total Expenditure at September 2025	% completion to September	Projected Outturn to 31 March 2026	Projected Under/Overspend at Q1	% Projected Outturn to Budget	Comment
x			£	£	%	£	£	%	
Land Asset Management Strategy									
10284	IMCDONALD	National play park and open space improvements	234,089	0	0.00%	231,000	-3,089	98.68%	
10005	CHARGROVE	Park, Play Area & Open Space Improvements - Alloa	50,000	27,364	54.73%	50,000	0	100.00%	
10061	Kphilliben	Wheeled Bins	30,000	30,749	102.50%	30,000	0	100.00%	Full spend anticipated
10042	CJARVIE	Community Investment Grants		-2,500		0	0		Expenditure is an accrual of a final installment of grant
10289	Kphilliben	Polmaise Waste Transfer Station	77,000	0	0.00%	0	-77,000	0.00%	No capital works have been undertaken to date by Stirling Council.
10258	FGOUWS	Kilncraigs - Stone Preservation	150,000	19,800	13.20%	150,000	0	100.00%	Full spend anticipated
10096	Lawrence Hunter	Gartmorn Dam Country Park	5,000	0	0.00%	5,000	0	100.00%	To be fully spent on overflow car park
10086	Lawrence Hunter	Renewable Energy Projects	150,000	0	0.00%	150,000	0	100.00%	Funding associated with the development of renewable heat network in Alloa and also development of solar arrays across Clackmannanshire for domestic and non domestic buildings.
x			696,089	75,413	10.83%	616,000	-80,089	88.49%	
Place Based Investment Fund									
10302	KWELLS/Neil Ramsay	New Cycle Facilities	14,163	22,759	160.69%	14,163	0	100.00%	
10308	KWELLS/Neil Ramsay	Place based Investment	333,847	0	0.00%	333,847	0	100.00%	Scottish Government grant award of £310k 2025/26
x			348,010	22,759	6.54%	348,010	0	100.00%	
Property Asset Management Strategy									
10303	LHUNTER	Vacant & Derelict Land IP	4,167	1,294	31.05%	4,167	0	100.00%	Funding earmarked for initiatives associated with Forthbank Growing containers
10214	FGOUWS	Kilncraigs - Roof	0	-17,023		0	0		Reversal of 24/25 accrual for McConnell retention. Payment anticipated in 2025/26
10045	Stuart Graham	Statutory Compliance DDA Schools	23,000	12,350	53.70%	23,000	0	100.00%	Full Spend Anticipated
10046	Stuart Graham	Compliance - Asbestos Removal (Schools)	10,000	1,990	19.90%	10,000	0	100.00%	Full Spend Anticipated
10221	Stuart Graham	Cemetery Walls Upgrade	610,000	0	0.00%	610,000	0	100.00%	Full Spend Anticipated
10224	Kevin Wells/Neil Herkes	Learning Estate Cleaning Equipment	20,000	0	0.00%	10,000	-10,000	50.00%	
10288	LSANDA	Local Care Provision (Woodside)	36,000	0	0.00%	0	-36,000	0.00%	No expenditure to date
10293	Kevin Wells	Property - Resourcing	42,000	0	0.00%	42,000	0	100.00%	Full Spend Anticipated
10298	KWELLS	Capital Programme Support - Resourcing	324,000	71,551	22.08%	180,000	-144,000	55.56%	Resourcing positions not expected to be filled in 25/26. Underspend of funding investment officer £80k & funding investment lead £80k
10272	FGOUWS	Learning Estate - Development Driven	100,000	0	0.00%	100,000	0	100.00%	
10260	FGOUWS	Learning Estates - Option Appraisals	2,492,089	134,363	5.39%	135,000	-2,357,089	5.42%	Anticipated underspend to be c/w/d and reprofiling to be undertaken as part of 2026/27 budget process in line with Council decision 21st August 2025.
10321	Stuart Graham	Remedial works at The Whins and Ludgate House	78,000	0	0.00%	78,000	0	100.00%	Full Spend Anticipated
10328	CHARGROVE	Dollar Changing Facilities	26,000	0	0.00%	26,000	0	100.00%	Full Spend Anticipated
10341	KWELLS	Alloa Family Centre Investment Programme	100,000	0	0.00%	100,000	0	100.00%	Full Spend Anticipated
10342	KWELLS	Town Hall Investment Programme	100,000	0	0.00%	100,000	0	100.00%	Full Spend Anticipated
10344	LGRAHAM	Sauchie ELC Adaptation	50,000	37,094	74.19%	50,000	0	100.00%	Full Spend Anticipated
10345	LGRAHAM	Sunnyside PS	50,000		0.00%	50,000		100.00%	Full Spend Anticipated
10346	LGRAHAM	Park ELC	90,030	4,634	5.15%	90,030	0	100.00%	Full Spend Anticipated
			4,155,286	246,252	5.93%	1,608,197	-2,547,089	38.70%	
Roads Asset Management Strategy									
10051	GMACLACHLAN	Carriageways - Roads	1,800,000	1,341,622	74.53%	1,800,000	0	100.00%	Full spend anticipated
10054	SCULLEN	Bridge Improvements	84,945	5,554	6.54%	84,945	0	100.00%	
10056	GMACLACHLAN	Lighting Replacement	154,786	305,007	197.05%	154,786	0	100.00%	Full Spend Anticipated
10309	SCULLEN	SG Road Safety Improvement Fund	116,345	6,031	5.18%	116,345	0	100.00%	100% grant funding from Transport Scotland. Full spend anticipated.
10049	SCULLEN	Flood Prevention	86,000	5,780	6.72%	86,000	0	100.00%	Full Spend Anticipated
10050	SCULLEN	Cycle Routes	55,000	18,427	33.50%	55,000	0	100.00%	Full Spend Anticipated
10055	SCULLEN	Road Safety		9,559		0	0		
10311	SCULLEN	Community Bus Fund	262,225	1,304	0.50%	257,000	-5,225	98.01%	The is funded by General Capital Grant received in August 2025
10312	SCULLEN	Cycling, Walking and Safer Routes 2023/24 (now Tier 1) -Transport Scotland	670,155	184,165	27.48%	670,155	0	100.00%	100% grant funding from Transport Scotland. Full spend anticipated.
10319	SCULLEN	Active Travel Route - Fishcross to Alva	400,000	388,904	97.23%	400,000	0	100.00%	Full Spend Anticipated
10329	SCULLEN	People and Place Project -SESTRANS	120,845	60,313	49.91%	120,845	0	100.00%	Grant funding from Sustrans for 25/26 of £91,000. Will be fully spent by end of FY
10336	SCULLEN/S Paterson	Greenways -SUSTRANS	15,096	0	0.00%	15,096	0	100.00%	Fully grant funded by Sustrans
10337	SCULLEN/S Paterson	Local Authority Direct Award- Transport Scotland	29,438	24,815	84.30%	29,438	0	100.00%	Fully Grant Funding form Transport Scotland- Local Authority Direct Award (LADA).
10339	GMACLACHLAN	LED Street Lighting Conversion	51,000	0	0.00%	51,000	0	100.00%	Full Spend Anticipated
10340	GMACLACHLAN	Street Lighting Column Replacement	233,000	0	0.00%	233,000	0	100.00%	Full Spend Anticipated
10350	SCULLEN	20MPH Speed Limits	42,704	0	0.00%	42,704	0	100.00%	Full Spend Anticipated
x	#		4,121,539	2,351,481	57.05%	4,116,314	-5,225	99.87%	
Total Capital Programme			36,088,873	7,938,631	22.00%	30,897,855	-5,191,019	85.62%	

Report to: Audit & Scrutiny Committee

Date of Meeting: 30 October 2025

Subject: HRA Financial Performance 2025/26 as at June 2025

Report by: Chief Finance Officer

1.0 Purpose

- 1.1 This paper provides an update on the financial performance, as at 30 June 2025, in respect of:
- the Housing Revenue Account (HRA) revenue and capital spend for the financial year 2025/26.

2.0 Recommendations

- 2.1 Committee is asked to note the report, commenting and challenging as appropriate on:
- the HRA revenue forecasted surplus of £(5,045)m which is £(0.389)m greater than budgeted for the year to 31 March 2026, and
 - the HRA Capital programme forecast underspend of £(1.275)m.
- 2.2 Committee is asked to note and recommend for Council approval, the request to vire £0.450m from the safe electrical testing programme to the window replacement programme (paragraph 5.2).
- 2.3 Committee is asked to note the findings of the review of the Capital 2023/24 overspend position and improvement actions which have been put in place (paragraph 5.3-5.6).

3.0 Background

- 3.1 This report summarises the forecast financial position of the Housing Revenue Account (HRA) for the financial year as at 30 June 2025.

4.0 Revenue

- 4.1 The HRA budgeted surplus is £(4.656)m and the forecast as at 30 June 2025 is £(5.045)m, which is £(0.389)m higher than budgeted.
- 4.2 The main variances contributing to the forecast overspend are:

- £(0.407)m underspend for Employee related expenditure. There are several vacancies within the HRA operations, repairs and admin teams. Additionally, there is an underspend forecast within overtime, based on current 2025/26 actual costs incurred. The underspend also includes £0.102m additional costs for the agreed pay award which is 1% above the 3% budgeted.
 - £(0.021)m underspend forecast within Transport. The main underspend is on vehicle maintenance with additional underspends on employee travel costs.
 - £0.030m forecast overspend within insurance costs.
- 4.3 Any surplus achieved within the year can contribute to financing capital spend and reduce borrowing. **Appendix 1** provides a summary and reasons for the variances.
- 5.0 Capital**
- 5.1 The HRA Capital Programme for 2025/26 is net £16.058m in line with the approved budget including carry forwards from 2024/25. The forecast net expenditure for the year is £14.783m resulting in an underspend of £(1.275)m. As many of the projects are across multiple years it is proposed that the underspend is carried forward to 2026/27. **Appendix 2** provides the detail for all projects along with comments on their progress.
- 5.2 The underspend of £(1.275)m reflects underspends on several projects which are now expected to continue into 2026/27. These include:

- £0.450m overspend forecast within window replacements. This is due to a change in the schedule of works, resulting in works carried out within the conservation area of Clackmannanshire which incurred costs higher than the anticipated budget. This overspend is anticipated to be covered via a virement from the Safe Electrical Testing Programme which is currently forecast to underspend. In line with financial regulations, this virement requires approval by the Director of Place, the Chief Finance Officer, the Chief Executive and Council. This report asks Committee to recommend for this virement to be approved by Council at its next meeting.
- £(0.700)m underspend forecast within safe electrical testing. £(0.450)m of this underspend is proposed to be vired to the window replacement project as noted above, pending Council approval. The remaining (£0.250)m underspend is due to a delay in work commencing.
- £(0.321)m underspend forecast within the kitchen replacement programme due to delays in initiating the procurement process.
- £(0.273)m underspend forecast within demolitions. This is due to a delay in initiating the procurement process and is now due to commence in November 2025.
- £(0.260)m underspend forecast within central heating design and installation which is delayed and due to continue into 2026/27.

- £(0.087)m underspend within IT infrastructure delayed due to the delay in the implementation of the Civica Servitor system upgrade. Until this software is implemented the related hardware cannot be purchased.
 - £(0.059)m underspend within the community improvement fund, due to internal employee capacity limitations.
 - £(0.025)m underspend within roads and footpaths, due to internal employee capacity limitations.
- 5.3 Within the Council Financial Performance report 2023/24 presented to Audit & Scrutiny Committee in October 2024, it was highlighted that several projects within the HRA capital programme had overspent their approved budget at the year end.
- 5.4 Whilst this impacted positively on tenants as work was completed ahead of schedule, expenditure was not being managed in line with budget and this was not highlighted to allow appropriate governance arrangements to be put in place.
- 5.5 A review was undertaken instructed by the Director of Place into the overspends. Senior Managers have identified that due to the cross-portfolio management of the HRA between Housing Services and Property Services, this enabled a disconnect in the oversight of the capital programmes. As a result the following improvement actions are being taken:
- As part of the 2025/26 budget process (approved by Council in February 2025), a realignment of HRA functions within the one service (Housing Services) has been approved and is currently in the process of merging. This will be concluded by December 2025.
 - Through March to November 2025, the HRA Planned Works oversight has been directly managed by the Strategic Director of Place Services whilst in transition.
 - A Future Homes Board has been established, chaired by the Strategic Director of Place Services. This Board is operating and obtaining regular updates on the HRA capital and improvement programmes. These are discussed and challenged as appropriate. The Finance team are also looking to obtain further analytical financial information to support their monthly challenge process at the department's SLT.
- 5.6 These measures contribute to the reduction of the risks associated with this area of work and assist with preventing and identifying any overspends timeously.
- 6.0 Conclusions**
- 6.1 As at 30 June 2025 the HRA revenue is forecast to achieve an additional surplus of £(0.389)m against its budgeted surplus for the year to 31 March 2026.

- 6.2 As at 30 June 2025 the HRA Capital programme is forecast to underspend by £(1.275)m for the year to 31 March 2026.

7.0 Sustainability Implications

- 7.1 There are no direct environmental sustainability implications arising from this report.

8.0 Resource Implications

8.1 Financial Details

- 8.2 The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes ☒

- 8.3 Finance has been consulted and has agreed the financial implications as set out in the report. Yes ☒

8.4 Staffing

- 8.5 There are no direct staffing implications arising from this report.

9.0 Exempt Reports

- 9.1 Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☒

10.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box ☒)

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all ☐

Our families; children and young people will have the best possible start in life ☐

Women and girls will be confident and aspirational, and achieve their full potential ☐

Our communities will be resilient and empowered so that they can thrive and flourish ☐

- (2) **Council Policies**

Complies with relevant Council Policies ☒

11.0 Impact Assessments

- 11.1 Have you attached the combined equalities impact assessment to ensure compliance with the public sector equality duty and fairer Scotland duty? (All EFSIAs also require to be published on the Council's website)

Yes ☐

- 11.2 If an impact assessment has not been undertaken you should explain why:

An Equality Impact Assessment (EQIA) and Fairer Scotland Duty Assessment have not been prepared as this is a financial report and does not relate to a new policy or strategy.

12.0 Legality

- 12.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes ☒

13.0 Appendices

- 13.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 – HRA Revenue Forecast Variances as at June 2025

Appendix 2 – HRA Capital Forecast Variances as at June 2025

14.0 Background Papers

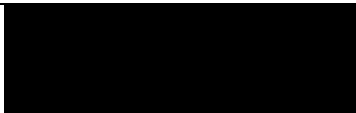
- 14.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Housing Revenue Account Budget 2025/26 and Capital Programme 2025/26

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Nicola Mack	Chief Accountant	
Lindsay Sim	Chief Finance Officer	2022

Approved by

NAME	DESIGNATION	SIGNATURE
Chris Alliston	Strategic Director of Partnership & Performance	

Place Directorate
HRA Forecast Variances at 30 June 2025

Appendix 1

Housing Revenue Account	Annual Budget 2025/26 £'000	Forecast to March 2026 as at June 2025 £'000	Variance Forecast to Budget £'000	Narrative
Employee related expenditure	10,669	10,262	(407)	£(0.407)m forecast underspend: £(0.292)m due to vacancies and delays with recruitment across the service, the majority within HRA Operations and others within Repairs and Admin, offset by £100k additional costs due to the agreed pay award being higher than budgeted. £(0.115)m within overtime costs, based on the actual costs incurred year-to-date.
Premises related expenditure	1,757	1,765	9	£0.009m forecast overspend: £0.026m overspend within private contractor costs. This overspend is anticipated to be significantly lower than the 2024/25 Overspend due to the increased utilisation of internal workforce. £(0.017)m underspend relating to utility costs and council tax for Westhaugh which is currently not operational.
Transport related expenditure	543	522	(21)	£(0.021)m forecast underspend: £(0.006)m underspend within staff travel costs. £(0.015)m underspend within vehicle maintenance costs.
Supplies and Services	3,980	4,011	30	£0.030m forecast overspend due to insurance costs being greater than budgeted.
Third Party Payments	1,937	1,937	0	On budget
Support Services	1,240	1,240	0	On budget
Capital financing costs	2,422	2,422	(0)	On budget
Total Gross Expenditure	22,548	22,159	(389)	
Income	(27,204)	(27,204)	0	On budget
Total Net Expenditure	(4,656)	(5,045)	(389)	

Place Directorate
HRA Capital Forecast Variances at 30 June 2025

Appendix 2

Housing Revenue Account	Annual Budget 2025/2026	Forecast March 2026	Variance Forecast to Budget	Potential budget to be carried forward into 2026/27	Narrative
	£'000	£'000	£'000	£'000	
Vehicle Purchase	40,000	40,000	0	0	Expected to spend on budget
New Build	87,000	87,000	0	0	Expected to spend on budget
Roof & Render Upgrading 2023-27	1,500,000	1,500,000	(0)	0	Expected to spend on budget
Central Heating Design & Installation 2022-26	1,060,000	800,000	(260,000)	260,000	£(0.260)m forecast underspend: This relates to a predicted underspend due to third party contractors who do not have available capacity to complete the work.
Energy Performance Certificates Programme - HRA	50,000	50,000	0	0	Expected to spend on budget
Renewable Central Heating Systems - HRA	450,000	450,000	0	0	Expected to spend on budget by the end of the year. Due to a shortage of staff within the energy performance team work had not begun by the end of Q1.
CCTV Security	329,000	329,000	0	0	Expected to spend on budget
Demolitions	622,500	350,000	(272,500)	272,500	£(0.273)m forecast underspend as work was delayed whilst undergoing procurement. Work is due to begin on the 3rd of November. As a result of the delayed start work, will likely continue into 2026/27.
Damp Rot Works 19-23	400,000	400,000	0	0	Expected to spend on budget
Structural Upgrades	300,000	300,000	0	0	Expected to spend on budget
IT Infrastructure - HRA	174,000	87,000	(87,000)	87,000	£(0.087)m forecast underspend on hardware due to a delay in the implementation of the Civica Update. Without this update the hardware related purchases will be delayed into 2026/27.
Lock-up Strategy	94,400	94,400	0	0	Expected to spend on budget
Aids & Adaptations 2017-20	447,000	447,000	(0)	0	Expected to spend on budget
Kitchen Replacement 2017/20	1,421,000	1,100,000	(321,000)	321,000	£(0.321)m underspend forecast due to delay with procurement. Works will continue into 2026/27.
Landscaping and Communal Environment	150,000	150,000	0	0	Expected to spend on budget
MCB Tenant Community Imp Fund	229,000	170,000	(59,000)	59,000	£(0.059)m potential underspend due to internal employee capacity limitations. These works will continue into 2026/27.
Roads & Footpath Improvements	200,000	175,000	(25,000)	25,000	£(0.025)m potential underspend due to internal employee capacity limitations. These works will continue into 2026/27.

Housing Revenue Account	Annual Budget 2025/2026	Forecast March 2026	Variance Forecast to Budget	Potential budget to be carried forward into 2026/27	Narrative
	£'000	£'000	£'000	£'000	
Conversions & Upgradings	250,000	250,000	0	0	Expected to spend on budget
Fencing, Gates & Paths	336,000	336,000	0	0	Expected to spend on budget
Safe Electrical Installations 2022-26	1,500,000	800,000	(700,000)	250,000	£(0.700)m forecast underspend - Awaiting Council approval to vire £(0.450)m of this underspend to the window replacement project due to increased cost of installing windows within the conservation area of Tillicoultry. The existing safe electrical installations program of works can be completed within the year utilising the remaining budget. The remaining £(0.250)m underspend is due to a delay in work commencing.
Lochies Road - HRA New Build	1,880,749	1,880,749	0	0	Project on hold due to Procurement delay and works expected to commence in last quarter. Forecast will be adjusted in Q2 when further information is known on expected timescales for completion.
Window Replacement 2022-26	1,100,000	1,550,000	450,000	0	£0.450m forecast overspend - pending Council approval to vire £0.450m from safe electrical installations into this project due to the increased cost of installing windows within the conservation area of Tillicoultry.
Westhaugh Travelling Site	4,642,443	4,642,443	0	0	Expected to spend on budget
Off the Shelf Purchase	3,197,000	3,197,000	0	0	Expected to spend on budget
Total Gross Expenditure	20,460,092	19,185,592	(1,274,500)	1,274,500	
Lochies Road - HRA New Build	(620,000)	(620,000)	0	0	Income from SG relating to the project
Westhaugh Travelling Site	(1,682,097)	(1,682,097)	0	0	Income from SG relating to the project
Off the Shelf Purchase	(2,100,000)	(2,100,000)	0	0	Income from SG relating to the project
Total Income	(4,402,097)	(4,402,097)	0	0	
Total Net Expenditure	16,057,995	14,783,495	(1,274,500)	1,274,500	

Report to: Audit & Scrutiny Committee

Date of Meeting: 30 October 2025

Subject: Internal Audit Progress Report

Report by: Internal Audit Manager

1.0 Purpose

- 1.1 This report provides an update on progress with completion of the 2024/25 and 2025/26 Internal Audit Plans.
- 1.2 The report also sets out the work required to demonstrate compliance with the Global Internal Audit Standards.

2.0 Recommendations

- 2.1 It is recommended that the Committee notes:
 - the completion of the 2024/25 Internal Audit Plan and progress with completion of the 2025/26 Internal Audit Plan; and
 - the update relating to the work on compliance with the Global Internal Audit Standards.

3.0 Completion of the 2024/25 Internal Audit Plan

- 3.1 The 2024/25 Internal Audit Plan set out fifteen assignment areas to be completed by the team during the year. Of these fifteen assignment areas, nine Clackmannanshire Council audit reports were required. The nine audit reports did not include those reports issued to the Central Scotland Valuation Joint Board (CSVJB), or the Clackmannanshire and Stirling Integration Joint Board (CSIJB).
- 3.2 At the June 2025 Audit and Scrutiny Committee Internal Audit reported that of the nine audit reports:
 - five audit reports have been completed to final report stage (as part of our committed assignment programme of work). These included:
 - School Admissions;
 - IT and Information Security Governance;
 - Climate Change Act Public Body Duties Audit;
 - Asbestos Management Arrangements; and
 - Follow Up of the Review of Leisure Banking.

- three audit reviews were currently in progress and would be reported to a future Audit and Scrutiny Committee. These reviews include Community Benefits; Capital Arrangements; and Follow Up of Grade 1 Recommendations; and
 - one (the Follow Up of the Review of Purchase Order Arrangements for Adult Social Care) had not been started and was deferred into the 2025/26 Internal Audit Plan.
- 3.3 The three remaining audits (mentioned above at paragraph 3.2) in the 2024/25 Internal Audit Plan have now been finalised. A summary of progress is set out at **Appendix 1**.
- 3.4 Details on the scope of, and findings arising, from the three finalised reviews not previously reported to Committee are at **Appendix 2**. The assurance is provided in line with the definitions at **Appendix 4**.

Progress with Completion of the 2025/26 Internal Audit Plan

- 3.5 The 2025/26 Internal Audit Plan was agreed at Committee on [12 June 2025](#). It sets out seventeen assignment areas to be completed by the team during the year. This includes eight audit reports to be issued to Clackmannanshire Council (those eight audit reports do not include those assignments or reports undertaken and issued to the Central Scotland Valuation Joint Board¹). Of these eight audit reports:
- 1 audit review (Building Security) has been completed to final report stage (as part of our committed assignment programmes of work);
 - 3 audit reviews (Climate Change, Follow Up of the Review of Purchase Order Arrangements at Clackmannanshire Council for Adult Social Care, and Council Tax Refunds) are currently in progress and will be reported to a future Committee; and
 - 4 have not been started. These reviews include Stirling and Clackmannanshire City Region Deal; Disposal of IT Equipment; Stores Management; and Medication in Schools.
- 3.6 A summary of progress is set out at **Appendix 1**. Details on the scope of, and findings arising, from the one review finalised is at **Appendix 3**. The assurance is provided in line with the definitions at **Appendix 4**.

4.0 Compliance with Global Internal Audit Standards (GIAS)

- 4.1 The new GIAS and accompanying Application Note: GIAS in the UK Public Sector issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) came into force from 1 April 2025. These replace the Public Sector Internal Audit Standards (PSIAS).

¹ Other client work in 2025/26 only includes the Central Scotland Valuation Joint Board and not the Clackmannanshire and Stirling Integration Joint Board. From 2025/26 (for the next three years), the internal audit provision for Clackmannanshire and Stirling Integration Joint Board has passed to Stirling Council.

- 4.2 While there is significant overlap between the PSIAS and the GIAS, we are currently undertaking a gap analysis exercise to identify areas which will need to be addressed to demonstrate compliance with the GIAS. Using the results of this gap analysis, we will produce an action plan for implementing the changes. This will include the production of an Internal Audit Strategy as well as updates to the Internal Audit Manual and Charter, which will be presented to Committee in due course.

5.0 Conclusions

- 5.1 We are making reasonable progress with the 2025/26 Internal Audit work. This will contribute to a balanced and evidenced based year end opinion on arrangements for risk management, governance, and control.

6.0 Sustainability Implications

- 6.1 None Noted.

7.0 Resource Implications

Financial Details

- 7.1 The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes ☐
- 7.2 Finance have been consulted and have agreed the financial implications as set out in the report. Yes ☐

Staffing

- 7.3 No implications other than those set out in the report.

8.0 Exempt Reports

- 8.1 Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☐

9.0 Declarations

- 9.1 The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box ☒)
- Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all ☐
- Our families; children and young people will have the best possible start in life ☐
- Women and girls will be confident and aspirational, and achieve their full potential ☐
- Our communities will be resilient and empowered so that they can thrive and flourish ☐

(2) **Council Policies**

Complies with relevant Council Policies

☐

10.0 Impact Assessments

10.1 Have you attached the combined equalities impact assessment to ensure compliance with the public sector equality duty and fairer Scotland duty? (All EFSIAs also require to be published on the Council's website)

Yes ☐

10.2 If an impact assessment has not been undertaken you should explain why:

An Equality Impact Assessment (EQIA) and Fairer Scotland Duty Assessment have not been prepared as this is a progress report and does not relate to a new policy or strategy.

11.0 Legality

11.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers.

Yes ☐

12.0 Appendices

12.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

- Appendix 1: Progress with Internal Audit Plans 2024/25 and 2025/26
- Appendix 2: Internal Audit Plan 2024/25 Assignment Outcomes
- Appendix 3: Internal Audit Plan 2025/26 Assignment Outcomes
- Appendix 4: Definition of Internal Audit Assurance Categories and Classification of Recommendations

13.0 Background Papers

13.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes ☐ (please list the documents below) No ☐

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Isabel Wright	Internal Audit Manager	01324 506342

Approved by

NAME	DESIGNATION	SIGNATURE
Chris Alliston	Strategic Director, Partnership and Performance	

INTERNAL AUDIT PLAN

Summary of Progress with 2024/25 Internal Audit Plan

Outstanding Assignments not reported as part of the Annual Assurance Report in 2024/25 (as per 2024/25 Internal Audit Plan)			
	Directorate	Assignment	Progress Status
Committed Assignments			
10.	Partnership and Performance	Community Benefits	Final Report Issued
13.	All Directorates	Follow Up of Grade 1 Recommendations	Final Report Issued
14.	Partnership and Performance / All Directorates	Capital Arrangements	Final Report Issued

Summary of Progress with 2025/26 Internal Audit Plan

Planned Assignments (as per 2025/26 Internal Audit Plan)			
	Directorate	Assignment	Progress Status
Annual Recurring Assignments			
1.	Internal Audit	Global Internal Audit Standards: Self Assessment	In Progress
2.	Internal Audit	Strategic Annual Planning and Annual Assurance Work	Ongoing
3.	Internal Audit	Audit Committee / Working Group preparation and attendance	Ongoing
4.	Internal Audit	Team Management and other related tasks	Ongoing
5.	All Directorates	Continuous Auditing	Ongoing Assurance
6.	All Directorates	National Fraud Initiative	Ongoing Assurance
7.	All Directorates	Consultancy Work	Ongoing Assurance
8.	All Directorates	Work on Recommendations Outstanding	Ongoing Assurance
9.	Place	Validation Work Requests	Ongoing Assurance
10.	Place	Climate Change Act Public Body Duties Audit	In Progress

Planned Assignments (as per 2025/26 Internal Audit Plan)			
	Directorate	Assignment	Progress Status
Committed Assignments			
11.	Partnership and Performance / Health and Social Care Partnership	Follow Up of the Review of Purchase Order Arrangements at Clackmannanshire Council for Adult Social Care	In Progress
12.	All Directorates	Stirling and Clackmannanshire City Region Deal	Not Started
13.	Partnership and Performance	Disposal of IT Equipment	Not Started
14.	All Directorates	Building Security	Final Report Issued
15.	Place	Stores Management	Not Started
16.	Partnership and Performance	Council Tax Refunds	In Progress
17.	People	Medication in Schools	Not Started
Other Client Work			
18.	Central Scotland Valuation Joint Board	The Internal Audit Plan for 2025/26 was presented to the Central Scotland Valuation Joint Board on 27 June 2025.	Not Started

INTERNAL AUDIT PLAN 2024/25 ASSIGNMENT OUTCOMES

**Summary of Key Findings from Reviews Complete to Final Report
Not Previously Reported to Committee**

Review	Directorate	Assurance
Community Benefits	Partnership and Performance	Limited / No Assurance
Scope	Final Report Summary	
The purpose of this review was to sample check contracts to understand if community benefits were agreed as part of the award of the contract; and if they have been completed, monitored, and reported appropriately. Community benefits are one element of a broader approach to local economic development known as Community Wealth Building (CWB). Clackmannanshire Council is one of five areas that have worked with the Scottish Government to produce a bespoke CWB action plan. This action plan has four recommendations to strengthen the Community Benefits approach within a broader theme of Procurement and Commissioning. One key outcome from the CWB action plan was the introduction of the 'Community Benefits Wishlist' (the Wishlist). This is a list of financial and non-financial supports requested by third-sector organisations within Clackmannanshire that is designed to support commissioners and bidders to easily incorporate community benefits into contracts. The Wishlist was developed by the Council and the Clackmannanshire Third Sector Interface (CTSI), who are responsible for the ongoing hosting and management of the Wishlist. The Procurement Reform (Scotland) Act 2014 (the Act) introduced the requirement to consider including Community Benefits Clauses² in regulated procurements of over £4m. Clackmannanshire Council's approach to community benefits goes further, with their Contract	We are content that: • All of the template procurement documentation that we reviewed, with the exception of Form 1, is designed in a way that supports the inclusion of community benefits in all tenders. • Work is ongoing by the Economic Development team to support the effective use of Community Benefits Clauses in some larger contracts. • Engagement with the CTSI has led to the formation of the Wishlist, which lists financial and non-financial supports³ requested by third sector organisations within Clackmannanshire. • The Procurement Manager and Economic Development team are aware of the shortcomings in the community benefits process and are keen to improve the process. • The Procurement Manager runs a bi-monthly Procurement Matters meeting to which all Council officers are welcome to attend. The meetings aim to share information and give attendees an avenue to access guidance and support. Members of the Economic Development team also attend and are able to provide community benefits advice. Mandating the inclusion of community benefits in all tenders is an ambitious approach, unless there are explicit reasons why this is not appropriate. We found the following shortcomings that hinder the Council's ability to maximise their potential: • The Procurement Strategy is out of date and does not include a policy statement around the use of community benefits. This impacts on the Council's ability to take a consistent approach to determining where community benefits requirements are not appropriate, or in determining which community benefits to incorporate to support the Council's policy objectives. • There is not a standard training package to educate Contract Responsible Officers (CROs) on the use of community benefits, leading to misunderstandings about what qualifies as a community benefit as per the Act. For example, some CROs stated that the delivery of the contract itself is a community benefit, therefore, no additional asks were required. This means that community benefits are not being requested in contracts where they may have been suitable and / or easy to deliver. • While procurement forms and templates are written to accommodate community benefits as a standard part of any tendering exercise, we noted that Form 1 only requires community benefits to be included in tenders of £4m or over, and that the community benefits elements of paperwork we reviewed had not been fully completed and did not appear to have been subject to review. This means that opportunities for interventions and engagement around community benefit inclusion are missed. The fact that we have seen no evidence of challenge or oversight of incomplete paperwork means that we can give no assurance as to the operation of procurement processes designed to support community benefit uptake. • There is no central system for recording the community benefits agreed, with the only way to review this being to manually access each 'Form 2'. Nor is there any means for tracking their delivery. As a result, there is no visibility	

² Procurement Reform (Scotland) Act 2014, Section 24: "A Community Benefit Clause is a "contractual requirement relating to training or recruitment or the availability of sub-contracting opportunities which is intended to improve the economic, social, or environmental wellbeing of the authority area, additional to the main purpose of the contract."

³ Requests include gardening equipment, work experience placements, mock interviews, repairs, training, and financial donations.

Standing Orders stating that “the use of community benefit and wealth building clauses will be incorporated in tenders as the default position unless there are explicit reasons why this is not appropriate”. As tenders are required for all contracts valued at £50k and above, this means that Clackmannanshire Council are committed to include community benefits clauses by default for all contracts valued at or over £50k. There is not a written Community Benefit process (or Procurement Process), rather a series of template documents are provided that contain guidance text. For further guidance, Contract Responsible Officers (CROs) are signposted to ‘The Procurement Journey’ website.	over what community benefits are being achieved and we cannot give any assurance over the monitoring of delivery. • The Annual Procurement Report (APR) is not compliant with the reporting requirements as per the Act and its statutory guidance. This is because it does not give a summary of the community benefits delivered in the year. This is currently impossible to do given the lack of monitoring discussed above, and we can give no assurance as to the reporting of delivered community benefits. • Opportunities for maximising the impact of community benefits are not being taken, for example: ○ Use of the CTSI Wishlist as the default “ask” means that opportunities to contribute to Clackmannanshire’s strategic objectives around promoting local employment are missed. ○ There is no procedure or monitoring of the community benefits being redeemed via Scotland Excel frameworks. ○ Our sample testing found that community benefits are not routinely included in call-offs from national frameworks. We have, therefore, made the following recommendations to address these issues: • Draft a Community Benefits policy statement for inclusion in the Procurement Strategy. • Revise procurement forms and templates to align with the Contract Standing Orders and support improved oversight of the community benefits element of the procurement process. • Identify and consider how to meet training needs to best support CROs in understanding their roles and responsibilities, as well as how to maximise the potential community benefits. • Develop a system for recording agreed community benefits and capture delivery of agreed benefits. • Create a process for utilising community benefit points accrued via Scotland Excel. • Develop and operate a pilot scheme which involves Economic Development in the community benefits process for all high-value contracts. We can provide LIMITED ASSURANCE in relation to the design of procurement processes to support the inclusion of community benefits in all appropriate tenders. We can, however, provide NO ASSURANCE as to the operation of procurement processes to support the inclusion of community benefits in all relevant tenders, particularly in terms of oversight; around the adequacy of the Council’s processes for capturing data on the agreed community benefits; around the monitoring of delivery; or the annual reporting process. Fourteen recommendations were made and accepted in total. There were two recommendations at grade 1, nine recommendations at grade 2, and three recommendations at grade 3. Grading classification is detailed at Appendix 4. All recommendations to be implemented by Responsible Owners by 31 March 2026 with the earliest recommendations / accepted actions being completed by 31 August 2025.
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Appendix 2

Review	Directorate	Assurance					
Follow Up of Grade 1 Recommendations	All Directorates	Limited Assurance					
Scope	Final Report Summary						
The purpose of this review was to report on the status of all Grade 1 recommendations to establish if related agreed management actions have been implemented. The practice of grading audit recommendations was first approved as part of the 2022/23 Internal Audit Plan. All recommendations are graded on a scale of 1 to 3 with detailed descriptions of each grade at Appendix 4. The grading of audit recommendations helps ensure that recommendations can be addressed according to priority with grade 1 recommendations having the greatest risk and, therefore, the highest priority. In line with normal practice, details of all agreed recommendations (including agreed action and action due dates) were added to the Corporate Performance Management System (Pentana) by Internal Audit, with ownership of each recommendation allocated to an appropriate Council Officer. Thereafter, the responsible Officer must ensure timely implementation of their recommendations and update Pentana with details of progress.	A summary of our findings is set out in Table 1.						
	Table 1: Status of all Grade 1 Recommendations and Agreed Actions at April 2025						
		Total Number of Recommendations	Number of Grade 1 Recommendations	Agreed Action ⁴	Implemented	Partially Implemented	Not Implemented
	2022/23						
	Building Security	40	17	17	14	3	-
	Payroll Transactional Testing	10	6	9	9	-	-
	Physical Income Security Arrangements	20	6	11	10	1	-
	Supplier Set Up and Bank Account Changes	11	2	3	1	1	1
	2023/24						
	Public Bodies Climate Duties 2022/23	6	1	1	-		1
	Overtime Arrangements	12	7	19	15	4	-
	2024/25						
	School Enrolments / Admissions Policy	8	1	1	1	-	-
	Adult Social Care Potential Overpayments Phase 1	11	4	5	3	2	
	Adult Social Care Potential Overpayments Phase 2	3	2	2	2	-	-
	Totals	121	46	68	55	11	2
	In summary, of the 68 Grade 1 recommendations agreed actions reviewed we found that 81% (55) had been implemented, 16% (11) were partially implemented, and 3% (2) were not implemented. We also noted 5 recommendations that had been marked on Pentana as implemented, but after Internal Audit review were deemed as being partially implemented. Consideration should be given to changing the recommendation status on Pentana and taking the necessary action to implement them.						
	In addition to reviewing the status of the Grade 1 recommendations above, the agreed action completion dates were reviewed to ensure timely implementation. This involved comparing the action due dates and the action completion dates on Pentana ⁵ . We did, however, find that there were significant delays in completing the recommendations by their due date as demonstrated in Table 2 overleaf. Only 4% (3 out of 68) of these recommendations were closed within the agreed timescales.						
	Table 2: Comparison of all Grade 1 Recommendations Agreed Actions Due Dates and Completed Dates on Pentana						

⁴ Recommendations with more than one responsible owner have more than one entry on Pentana, therefore, have multiple entries.

⁵ Action completion date reflects the date it was completed on Pentana and not necessarily the date the action was undertaken.

	Outstanding and Not Completed	Completed by Due Date	Completed up to 150 days after Due Date	Completed between 151 and 250 days after Due Date	Completed over 250 days after Due Date
Number (68 recommendations)	11	3	19	10	25
Percentage (%)	16%	4%	28%	15%	37%

Over half of those recommendations (52% / 35 out of 68) were delayed by over 150 days. Grade 1 recommendations (as detailed above) are critical to the achievement of strategic objectives, and failure to complete them within agreed timeframes exposes the Council to additional risks. As part of a sound governance, risk, and control framework, Internal Audit recommendations, especially Grade 1 recommendations, should be prioritised and implemented within the agreed timeframe.

This review found that 81% (55) of all Grade 1 recommendations have been implemented which demonstrates a commitment to addressing high risk issues, which will have a positive impact on control across the Council. It was highlighted in the 2022/23 Internal Audit Annual Assurance Report that due to the number of recommendations arising from six finalised audit reports, and given the number of reports where the level of assurance had fallen below substantial assurance, it was imperative that remedial action was taken on these recommendations as a matter of priority. Then in the 2023/24 Internal Audit Annual Assurance Report it was noted that our review of Pentana highlighted that there were several outstanding recommendations from 2022/23. Finally, in the 2024/25 Internal Audit Annual Assurance Report we were content to note that actions / recommendations were being input to Pentana timeously at that time, however, they needed to be input accurately as specified in the Internal Audit reports and that it was imperative going forward that Internal Audit recommendations were monitored more closely to allow actions / recommendations to be prioritised and implemented (within the agreed Action Due Dates where possible or as close to that date thereafter). Internal Audit continue to work with the Strategic Director of Partnership and Performance to ensure that more analysis and housekeeping of the data is undertaken.

We, therefore, acknowledge that this position has improved over the last three years and that the timely implementation of recommendations is deemed to be critical to safeguarding the Council's operations. Given the significance of Grade 1 recommendations, however, and that 19% (13) have not been fully implemented, with 6 of these still remaining from 2022/23 audits, as well as the significant delays identified in completion dates recorded on Pentana, we believe that further action is required. This is via the prioritisation of the completion of the outstanding recommendations (both not implemented and partially implemented). The continued reporting to Committee on recommendation implementation progress by the Strategic Director will strengthen the commitment to ensuring that all Grade 1 recommendations are implemented timeously.

We can provide **LIMITED ASSURANCE**, with two recommendations made and accepted. One recommendation was a grade 1 with the other at grade 2. Grading classification is detailed at **Appendix 4**.

Both recommendations should be implemented by Responsible Owners by 31 December 2025.

Review	Directorate	Assurance
Capital Arrangements	Partnership and Performance / All Directorates	Substantial / Limited Assurance
Scope	Final Report Summary	

In accordance with the Council's Financial Regulations, revenue and capital budgets⁶ are prepared by Chief Officers (in conjunction with the Chief Finance Officer) each year for consideration by full Council. Council first approved a 20-year rolling General Fund programme of capital investment in its budget for 2021/22 (covering the years 2021/22 to 2040/41). This programme is reviewed annually by officers and Elected Members, with new capital bids being submitted each year as part of the budget setting process. The Council's Capital Strategy and General Fund capital programme are approved by Elected Members at the same time as the annual Revenue Budget. The latest capital programme (for 2025/26 to 2044/45) was approved by the Council on 27 February 2025. The total planned investment over the next 20 years is £248 million. The Council also separately approves a five-year rolling Housing Revenue Account (HRA)⁷ capital investment programme at the same time as the annual HRA revenue budget. The latest HRA capital programme (for 2025/26 to 2029/30) was approved by the Council on 30 January 2025. The total	The Capital Strategy is a requirement of the CIPFA Prudential Code and Treasury Management Code. It provides a framework for the preparation, implementation, and monitoring of the capital programmes. The Capital Strategy is designed to provide a high-level overview of how capital expenditure, capital financing, and treasury management activity contributes to the provision of services. The latest version of the Capital Strategy is included in the Treasury Management Strategy Statement 2025/26, which was approved by Council on 27 February 2025. The Council's capital programmes (General Fund and HRA) are approved by Elected Members, with responsibility for oversight being delegated to Strategic Directors in conjunction with Finance Services (from the Partnership and Performance Directorate). Service Project Leads and budget holders are responsible for delivering the programmes. In addition to quarterly reporting on the capital programme to the Audit and Scrutiny Committee via Council Financial Performance Reports, there is scrutiny and monitoring by the Capital Operations Group. The group was re-established in September 2023 as part of the 2024/25 budget setting process to monitor the Council's capital expenditure, with an overview included in Budget Strategy Update reports to the Council. We were content that: • the Budgetary Control Framework document (which provides a framework for the effective control of the Council's revenue and capital budgets) includes the responsibilities of the Chief Finance Officer and of budget holders; • the Capital Operations Group has been established to monitor the Council's capital expenditure; • quarterly outturn reports from Technology One⁸ are included in the Financial Performance reports that are shared with the Capital Operations Group and are submitted to the Audit and Scrutiny Committee; • an annual review by officers and Elected Members of both the 20-year rolling General Fund (the latest version covers 2025/26 to 2044/45), and the five-year rolling HRA (the latest version is for 2025/26 to 2029/30), capital investment programmes is taking place; • any new capital bids are appropriately reviewed before their inclusion in the revised capital programme is decided by Elected Members; • there is compliance with sections 3.1, 3.3, 4.3, and 5 of the Council's Financial Regulations (these sections relate to the preparation and monitoring of capital budgets, and to virements); • progress has been made to complete the capital programme element of the November 2024 Best Value action plan; • a project board has been established to monitor the Wellbeing Hub and Lochies School project in Alloa. Briefing papers are produced each month and meetings of the project board are due to be held every second month; • there is sufficient budget in the capital programmes for current projects; and • measures are in place that contribute to the reduction of the risks associated with HRA capital programme overspends and assist with preventing and timeously identifying these overspends. We identified some significant weaknesses, however, in the existing framework of control. We have, therefore, made the following recommendations to enhance the risk, control, and governance systems that are currently in place and to enable good practice to be followed: • To ensure that the remit, function, and membership of the Capital Operations Group is documented, a Terms of Reference for the group should be prepared, agreed, and subject to regular review.
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⁶ Revenue expenditure is the day-to-day costs of running the Council services. Capital expenditure is money invested into large-scale, long-term investments such as new schools, infrastructure, and asset improvements. Capital investment is also required for roads, street lighting, school buildings, ICT, Council vehicles, and parks.

⁷ Income and expenditure in relation to a local authority's own direct provision of housing (Council houses and the provision of services to tenants) must be recorded separately within a Housing Revenue Account (HRA) as laid out in Section 203 of the [Housing \(Scotland\) Act 1987](#). It is a ring-fenced account, which means that the Council must collect sufficient income from rents to cover HRA expenditure. The HRA capital investment programme includes housing improvements, property acquisitions, and new build housing. In addition to tenants' rents, this is funded by borrowing (repaid by the HRA as loan charges) and Scottish Government grant funding.

⁸ The Council's finance system.

planned investment over these five years is £81.378 million. As with the General Fund, the HRA capital programme is reviewed each year by officers and by Elected Members. The purpose of this review was to evaluate and report on the controls established to ensure that planning, approval, monitoring, and reporting arrangements are followed in Capital activity that is undertaken.	• To ensure that there is an accurate record of any decisions taken or of any discussion, minutes should be prepared for every meeting of the Capital Operations Group. To ensure that there is appropriate attendance at these meetings, and to mitigate the risk of some projects not being represented, the attendees from each Service should be regularly reviewed (this is important if the group is overseeing projects that relate to these Services). • To ensure that the group evaluates its own effectiveness in carrying out its responsibilities, identifies areas for improvement, and ensures that it is meeting its goals and obligations, the Capital Operations Group should consider completing an annual self-assessment. • To mitigate the risks caused by slippage in the capital programme, consideration should be given to what action can be taken to reduce the significant level of underspending each year. • To help to ensure that any agreed actions are implemented on schedule, details of the quarterly meetings between the Capital Accountant, Capital Project Manager, and Service Project Leads should be appropriately recorded. • To demonstrate the effective management of the capital programme, as well as transparency and accountability, consideration should be given to generating and reporting performance indicators for the capital programme. • To determine how overspends of almost £1.7 million on the 2023/24 HRA capital programme were not stopped or reported as a concern earlier so lessons can be learned for future years, the ongoing review by Senior Management of these overspends should be completed as a priority, with the outcome reported to the Audit and Scrutiny Committee⁹. • To ensure that it includes all completed projects and that post project reviews are being promptly conducted, arrangements should be established for monitoring the Lessons Learned Log. The log should also be regularly reported to the Capital Operations Group to ensure that the necessary action is taken (applying lessons learned to future projects). In addition, to help ensure that lessons learned from past projects are incorporated into future projects, the processes for doing so should be documented. In relation to the adequacy of the arrangements in place for the planning, approval, monitoring, and reporting of Capital activity, we have split the audit assurance level. We can, therefore, provide SUBSTANTIAL ASSURANCE for the frameworks that are in place¹⁰ and LIMITED ASSURANCE for the application of these frameworks. In summary, eight recommendations were made and accepted. There was one recommendation at grade 1 and seven recommendations at grade 2. Grading classification is detailed at Appendix 4. Two recommendations have already been implemented and of the remaining six, the dates range from 31 October 2025 to 30 June 2026.
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⁹ The Audit and Scrutiny Committee was advised in October 2024 that this review was in progress.

¹⁰ For example, the Budgetary Control Framework, Capital Operations Group, annual reviews of the capital investment programmes, quarterly monitoring of expenditure, and compliance with the Council's Financial Regulations.

INTERNAL AUDIT PLAN 2025/26 ASSIGNMENT OUTCOMES

**Summary of Key Findings from Reviews Complete to Final Report
Not Previously Reported to Committee**

Review	Directorate	Assurance				
Building Security	All Directorates	Substantial / No Assurance				
Scope	Final Report Summary					
The purpose of this review is to evaluate and report on the adequacy of the controls in place to ensure that Clackmannanshire Council's operational buildings, and contents, are secure. As at July 2025, Clackmannanshire Council had a total of 55 operational buildings. On 13 and 19 August 2025 we undertook unannounced visits to a sample of fifteen operational buildings and reviewed the physical security measures in place at each building to prevent unauthorised access. Emphasis was placed on buildings in which vulnerable people were located (e.g. pupils and elderly residents) as well as revisiting sites where we have obtained unauthorised access previously.	Table 1 below sets out the sample of buildings visited during this review and the outcomes from attempts to gain unauthorised access to the buildings (and their contents) from previous reviews in 2018/19, 2019/20, and 2022/23.					
	Table 1: Operational Buildings Visited by Internal Audit					
	Building	Directorate	2018/19 Unauthorised Access	2019/20 Unauthorised Access	2022/23 Unauthorised Access	2025/26 Unauthorised Access
	Kilncraigs	Partnership and Performance	Yes	N/A	Yes	No
	Bowmar Community Centre	People	N/A	N/A	N/A	Yes
	Tower / Nursery School	People	N/A	N/A	N/A	No
	Forthbank Roads Depot	Place	Yes	N/A	Yes	Yes
	Alloa Town Hall	People	N/A	Yes	No	No
	Ludgate House	People	Yes	N/A	No	No
	Redwell Primary School	People	N/A	N/A	N/A	No
	Alva Primary School	People	N/A	N/A	N/A	No
	Alva Academy	People	Yes	N/A	Yes	Yes
	Whins Resource Centre	People	N/A	Yes	Yes	No
	Sauchie Day Nursery	People	N/A	N/A	N/A	No
	Fishcross Primary School	People	N/A	N/A	N/A	No
	Coalsnaughton Primary School	People	N/A	N/A	N/A	No
	Strathdevon Primary School	People	N/A	N/A	N/A	No
	Muckhart Primary School	People	N/A	N/A	N/A	No
	There were two buildings where unauthorised access was gained in the previous reviews (Forthbank Roads Depot and Alva Academy in 2018/19 and 2022/23) and again during this review. Improvement in security measures were noted for two ¹¹ buildings where Internal Audit had previously gained unauthorised access in 2022/23 as no unauthorised access was gained during this review. Robust security measures were found to be in place to prevent and deter unauthorised access to 80% (12) of the sampled buildings. These included, for example, a combination of two or more of the following controls:					

¹¹ Kilncraigs and Whins Resource Centre.

	• perimeter fencing around the building and its grounds; • staff vigilance in providing challenge to visitors; • remote locking entry doors secured by Paxton ID scanners to the main reception areas; • locked and secure external doors (e.g. fire exits); • CCTV cameras; and • intruder alarms. Based on the Partnership and Performance, and People directorates sample of 14 buildings visited, we can provide SUBSTANTIAL ASSURANCE in relation to the adequacy of building security arrangements (see Appendix 4 for assurance category definitions). Whilst we were able to gain unauthorised access to two buildings (Alva Academy and Bowmar Community Centre) we were promptly challenged by a member of staff. Based on the Place sample of one building visited, we can provide NO ASSURANCE in relation to the adequacy of building security arrangements (see Appendix 4 for assurance category definitions). We were able to gain unauthorised access to the Forthbank Roads depot and found there to be a number of significant weaknesses that could result in serious risk to the Council and require to be urgently addressed, including: • unauthorised access to depot buildings containing roads materials, Personal Protective Equipment, tools / machinery, staff personal belongings, and vehicle / depot keys; • unauthorised entry was gained to three unlocked Council vehicles and an unlocked piece of plant resembling a telehandler, with the keys left in the ignition of one of the vehicles; and • no challenge was provided to Internal Audit during the duration of our visit (approx. 15 minutes) as no Council personnel were present at the site. Ten recommendations were made and accepted in total. There were five recommendations at grade 1, four recommendations at grade 2, and one recommendations at grade 3. Grading classification is detailed at Appendix 4. All recommendations to be implemented by Responsible Owners by 31 October 2025.
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DEFINITION OF INTERNAL AUDIT ASSURANCE CATEGORIES

Level of Assurance	Definition
Substantial assurance	Largely satisfactory risk, control, and governance systems are in place. There is, however, some scope for improvement as current arrangements could undermine the achievement of objectives or leave them vulnerable to error or abuse.
Limited assurance	Risk, control, and governance systems have some satisfactory aspects. There are, however, some significant weaknesses likely to undermine the achievement of objectives and leave them vulnerable to an unacceptable risk of error or abuse.
No assurance	The systems for risk, control, and governance are ineffectively designed and operated. Objectives are not being achieved and the risk of serious error or abuse is unacceptable. Significant improvements are required.

CLASSIFICATION OF RECOMMENDATIONS

Classification of Recommendations		
Grade 1: Key risks and / or significant deficiencies which are critical to the achievement of strategic objectives. Consequently, management needs to address and seek resolution urgently.	Grade 2: Risks or potential weaknesses which impact on individual objectives, or impact the operation of a single process, and so require prompt, but not immediate action by management.	Grade 3: Less significant issues and / or areas for improvement which we consider merit attention, but do not require to be prioritised by management.

