

Annual Governance Statement 2019-20 – Significant Governance Areas

Quarter 2 update - April 2020 to September 2020

Areas identified in 2019-20	Actions	Quarter 2 Progress
<p>COVID-19 pandemic</p> <p>The council will continue to respond to matters arising from the COVID-19 pandemic</p>	<p>The council will continue to monitor national guidance; maintain ongoing resilience arrangements; and implement further measures as and when required in response to the pandemic.</p> <p>A recovery working group has been established with the remit to develop a council recovery plan for implementation.</p> <p>The plan will focus on the following four themes:-</p> <ul style="list-style-type: none"> • Council Services; • Business Support; • Health and Social Care Partnership; and • Community Groups <p>Corporate and Resource risk registers will continue to be monitored and updated to reflect national and local developments.</p>	<p>A recovery working group has been established with the remit to develop a council recovery plan for implementation. The work on the original recovery plan was led by the Executive Director, Housing and Technical Resources. From a governance perspective, a Recovery Board was established and has met for the last four months. This is an elected member group which is also attended by the full Corporate Management Team. An update on the Recovery Board activity, providing a summary of business items considered to date was submitted to the Executive Committee on 12 August 2020.</p> <p>A significant piece of work has been completed to collate and summarise the risk implications of the COVID-19 pandemic, with risks captured on both the council's Corporate and the Community Planning Partnership risk registers. Individual Resource risk registers are also being updated to capture specific implications of the pandemic to them and this will be reflected in the 2020/21 Resource Risk Register Committee reports.</p> <p>The Recovery Board is on hold at present. Due to the current government guidance, recovery efforts will need to be reconsidered.</p> <p>Corporate and Resource risk registers will continue to be monitored and updated to reflect national and local developments.</p>

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<p>Brexit</p> <p>Impact of the UK leaving the European Union on the council</p>	<p>The potential implications for the council in relation to:-</p> <ul style="list-style-type: none"> • Funding and finance; • Workforce and employment; • Procurement and trade; • Legislation; and • Support to local businesses <p>have been considered and the council will continue to closely monitor the situation with contingency arrangements being implemented where required.</p>	<p>The Brexit working group are currently reviewing the Reasonable Worst Case Planning Assumptions provided by the UK Government.</p> <p>This will feed into an exercise that is considering the risks of a no deal Brexit to the council and the action that can be taken to mitigate some of the impact.</p> <p>The council is working collaboratively with partners through the Local Resilience Partnership structure to prepare for any civil emergency scenarios which may arise as a result of Brexit.</p>
<p>I.T Infrastructure</p> <p>Migration of computer systems to an external provider</p>	<ul style="list-style-type: none"> • Conduct procurement to identify and award contract for external hosting services. • Complete planning for migration of all computer systems from Caird Data Centre. • Complete preparatory work to set up new network hubs. • Commence move of IT systems to new provider. 	<p>Procurement has been completed and the contract awarded for external hosting services. The building works for the network hubs in the Council Offices, Almada Street, Hamilton and Brandon Gate, Hamilton have also been completed.</p>
<p>Cyber Resilience</p> <p>Compliance with legislative and regulatory policy</p>	<ul style="list-style-type: none"> • Maintaining Public Sector Network (PSN) accreditation and instilling an ethos of ongoing compliance. • Continued compliance and accreditation to Cyber Essentials Plus. • Moving forward working towards the guidelines outlined within the Scottish Public Sector Cyber Resilience Framework. • Continued awareness training for all SLC staff around the area of Cyber Resilience. 	<p>The PSN accreditation was achieved in August 2020 and the programme of work is underway to achieve Cyber Essentials Plus.</p> <p>Work continues towards implementing the Cyber Resilience Framework and a new Cyber Security Learn on Line module is currently being developed.</p>

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<p>Participatory Budgeting 1% of the council's budget to be subject to Participatory Budgeting</p>	<p>By 2021 all Scottish councils are required to commit 1% of their budget to Participatory Budgeting (with the "council budget" being defined as the council's Total Estimated Expenditure (TEE) less Assumed Council Tax Income both taken from the Government's Finance Settlement).</p> <p>Councillor's awareness sessions have been conducted and a webinar made available for councillors.</p> <p>Further update reports will be submitted to committee.</p>	<p>There are ongoing discussions with the Scottish Government around the timeframe for delivering on Participatory Budgeting. It is expected that the 2021 timeframe will slip.</p> <p>Earlier in the year, as a result of work carried out by the Standards and Procedures Advisory Forum, changes were made to the standing orders around the role of Area Committees, allowing them to play a greater role in the consideration of proposals around Participatory Budgeting.</p> <p>In addition, a paper was presented to the Executive Committee in June 2020 to take forward a proposal for Participatory Budgeting. No agreement was made at that meeting.</p> <p>Further reports to elected members are planned before the end of December 2020.</p>
<p>Financial Challenges Reduction in council funding, resulting in difficulties maintaining front line services</p>	<p>The council faces a challenging situation in the medium to long-term because of reduced funding in real terms, rising costs and an increase in demand.</p> <p>The council has developed a long-term strategy which identifies budget pressures, future risks and uncertainties, and projects budget gaps to 2028-29.</p> <p>The Budget Strategy for 2021-22 will be updated and presented to councillors during autumn 2020.</p>	<p>The Budget Strategy for 2021-22 was approved by members in June and a package of savings will be presented to members in November 2020.</p> <p>The budget requires to be approved by March 2021.</p>

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<p>GDPR</p> <p>Compliance with the new General Data Protection Regulations (GDPR)</p>	<p>GDPR came into effect on 25 May 2018. The council is progressing its GDPR action plan and has appointed a Data Protection Officer; approved an Information Security Policy; completed an information audit; and delivered internal and external training.</p> <p>The council is currently in the process of developing and implementing a new file plan system to provide a greater level of control over the management of all data held by the council. Stage One was completed December 2018 and Stage Two is ongoing and work is taking place to implement a case management system to be used by Councillors.</p> <p>Work is ongoing to improve performance relating to requests for information. An action plan has been developed and is being implemented. This is being monitored by the Senior Management Team.</p>	<p>Owing to staff changes and the onset of the current pandemic (with diversion of resources) work on the EDRMS and Councillors Case Management System has not progressed as much as originally envisaged. Options are currently being considered for moving forward and an update will be provided to the Project Review Board during the next few weeks.</p> <p>Work on the implementation of the action plan to improve performance in relation to information requests is ongoing but has been delayed due to COVID.</p>
<p>Integrated Joint Board – Health and Social Care</p> <p>The need for the council to deliver the objectives set out in the Integrated Joint Board (IJB) Strategic Commissioning Plan 2019-22</p>	<p>The current strategic direction set out and approved by the IJB is detailed within the Strategic Commissioning Plan. The council and NHS Board are required to deploy their resources in line with this strategic direction.</p> <p>The IJB issues Directions that set out the key actions to be delivered by the council during the year 2020-21 and these Directions were agreed by the IJB at its special budget meeting in March 2020.</p> <p>The council will provide progress updates</p>	<p>The Strategic Commissioning Plan (SCP) and the issue of Directions to the Health Board and the Local Authority for the financial year 2020/2021 was approved on 30 March 2020.</p> <p>The IJB acknowledged the potential impact of the Covid-19 pandemic on each partner's ability to implement the strategic commissioning intentions and the Directions as originally planned. Progress to date in respect of the implementation of the 2020/2021 Directions reflects the position at 9 September 2020.</p> <p>Of the 35 Directions issued, progress is summarised as</p>

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	against Directions for which it is the lead organisation.	<p>follows:-</p> <ul style="list-style-type: none"> • 4 on hold, not possible to progress during this period; • 22 progressing but change in outcomes and/or delay expected; • 3 progressing as originally planned; and • 6 directions completed.
<p>Integrated Joint Board – Health and Social Care</p> <p>The need for the council to deliver improvements within Care at Home to meet regulatory requirements</p>	<p>Following inspection activity in the latter half of 2019, the Care Inspectorate identified concerns in the delivery of Care at Home services in both the Hamilton and Rutherglen/Cambuslang services.</p> <p>Improvement plans have been devised and are being progressed by the services with progress overseen by a Programme Board. Regular updates on progress are provided to the Health and Social Care Partnership Senior Management Team; the council's Senior Management Team; the Social Work Committee; and the Integrated Joint Board.</p>	<p>Progress continues to be made.</p> <p>The Care at Home Transformation Board is progressing 11 workstream areas.</p> <p>Meeting with Care Inspectorate and agreement to lift the voluntary moratorium on 31 August 2020 due to progress made in taking forward the Improvement Action Plan.</p> <p>The Improvement Notice has been lifted in the Hamilton area on 9 October 2020 and the Care Inspectorate will formally write to the council to advise of improved grades.</p> <p>A new management team has been established in both Hamilton and Rutherglen/Cambuslang areas.</p> <p>Improvement plans have been developed and monitored via weekly meetings and reports to the Improvement Board.</p> <p>A wide ranging programme of work has been undertaken in both areas that has included:-</p> <ul style="list-style-type: none"> • The review of all service users; • Creation of updated support plans for all service users; • A programme of staff training in relation to Support Planning, Assessment of Need and Risk and Adult Support and Protection. This has been delivered to all staff within Hamilton and Rutherglen/Cambuslang and office based staff from all localities;

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<p>National expansion in early years education and childcare provision</p> <p>The council is likely to face challenges in acquiring the necessary physical assets and staffing levels to meet the commitments by 2020</p>	<p>The impact of the COVID-19 pandemic and the announcement by the Scottish Government to close all schools and educational settings from 20 March 2020 for an indefinite period will result in a delay in meeting the target dates for the full delivery of 1140 hours early learning and childcare by August 2020.</p> <p>COSLA have intimated to councils the extension given in legislation to the timeframe for the delivery of 1140 hours. This will be subject to review by the council in partnership with the Scottish Government.</p> <p>Strategic and operational plans are in place with key milestones identified in terms of infrastructure, financial, personnel, quality standards, training and recruitment and on consultation with partners and parents.</p> <p>Regular reporting mechanisms are also in place with updates provided to committee including engagement with partner providers to increase private and third sector partnership.</p>	<ul style="list-style-type: none"> • Establishment of staff forums; and • Improved staff communication methods. <p>All schools and early years' settings re-opened to children and young people on 12 August 2020 in line with Scottish Government guidance and the requirement to ensure COVID-19 preventative measures were in place in all establishments. The national guidance on the re-opening of schools highlighted, that 'we do not expect the return to school in August to be a return to normal'.</p> <p>In line with the Education Recovery Plan, a restart of the significant investment made through the capital programme to expand the delivery of 1140 hours has taken place. The support of council services has been instrumental in re-starting the building programme.</p> <p>Woodhill Early Learning and Childcare in Kirkmuirhill opened its doors to children and staff in September 2020. The nursery offers 63 places and is an important milestone in the expansion of early years' capacity (Target South Lanarkshire Council wide: 1658 places). Admissions were reviewed and places reallocated. All families (approximately 7300 children so far) have been allocated the statutory minimum of 600 hours, however, it has been possible to provide 1140 hours places to almost 6,000 (83%) eligible families. As the capital programme progresses, further 1140 hours places will increase.</p> <p>Approximately 2,200 families are accessing places through our contracted funded providers, all at 1140 hours.</p>

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<p>Welfare Reform</p> <p>Impact of Welfare Reform on council services</p>	<p>Regular update reports on Welfare Reform are provided to the Senior Management Team (SMT), committee and the Community Planning Partnership (CPP) Board to ensure effective partnership working. During the year, a Welfare Reform Workshop was held with Partners and Third Sector Organisations. As a result, the Welfare Reform information provided to the SMT and the CPP Board and the membership of the Welfare Reform Group is being reviewed.</p> <p>During 2020-21, the council will be looking at the structures and services used to support those affected by Welfare Reform.</p>	<p>Work is ongoing to identify improvements to the delivery of financial advice and support services and the reported performance data. This work is being done in conjunction with Citizens Advice in South Lanarkshire.</p>
<p>Review of Community Planning</p> <p>Provide support to the review of Community Planning arrangements</p>	<p>During 2019, the Community Planning Partnership Board undertook a self-assessment of the current Community Planning arrangements. Improvement actions were later supplemented by the recommendations from the council's Best Value Assurance Review and a group has been set up to take these forward.</p> <p>The review group will consider several key areas including structures, governance and accountability arrangements and the council will provide resources to support the group and the implementation of the agreed actions.</p>	<p>The work of the review group is complete and a report outlining proposals re the Community Planning Partnership structures and governance arrangements went to the Community Planning Partnership Board in September 2020. The Board agreed to implement new interim structures with a view to moving towards permanent arrangements in line with the revision of the Community Plan priorities taking place with communities. New governance and accountability arrangements were agreed and are being implemented.</p>