

Significant Governance Areas Update as at Quarter 4 2019-20

No.	Areas identified in 2018-19/Lead Officer	Actions	Update
1	<p>Brexit</p> <p>Impact of the UK leaving the European Union (EU) on the council</p> <p>Lead Officer</p> <p>Director of Finance and Corporate Resources</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 council continues to monitor events closely and prepare for the UK's departure from the EU. Activity continues to take place in key areas such as procurement, people, regulation and resilience planning.</p> <p>In addition, the council is also widening the scope of its activity to include consideration of the support that would be provided to vulnerable communities in the event of a no-deal departure and signposting arrangements for the EU Settlement Scheme.</p>
2	<p>Best Value Assurance Review</p> <p>Changes to the council's governance and service delivery arrangements to deliver the improvement plan</p> <p>Lead Officer</p> <p>Director of Finance and Corporate Resources</p>	<p>During 2018-19, the council were subject to a Best Value Assurance Review (BVAR). The Assurance Report makes recommendations for improvement and the council has developed a plan to deliver these. During 2019-20, the council will begin the process of implementing the improvement plan including working with Partners to deliver the actions that fall within the remit of the Community Planning Partnership.</p>	<p>The BVAR improvement actions were agreed by the council on 26 June 2019 and were subject to regular monitoring and progress reported to the Performance and Review Scrutiny Forum.</p> <p>As at the end of March 2020, the majority of actions were complete or pending completion (14 out of 16), with the remainder having longer-term aspects continuing beyond this date.</p> <p>The council's response to COVID-19 has delayed the final stages of some areas of work, however the impact is mostly in relation to the formal reporting of progress to</p>

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			Elected Members.
3	<p>Mid-term review of committee procedural documents</p> <p>Changes to the council's governance arrangements in relation to committee decision making processes and procedures</p> <p>Lead Officer</p> <p>Director of Finance and Corporate Resources</p>	<p>A comprehensive review of the committee procedural documents has commenced. All councillors have been consulted and the process is being overseen by the Standards and Procedures Advisory Forum. The review will be concluded by December 2019.</p>	<p>The mid-term review of committee procedural documents is complete. A report was submitted to a special meeting of the council held on 13 February 2020.</p> <p>Revisions to the following were approved:-</p> <ul style="list-style-type: none"> • Financial Regulations; • Scheme of Delegation; • Standing Orders on Contracts; • Terms of Reference for Area Committees, Executive Committee and South Lanarkshire Council; and • Some amendments to Standing Orders on Procedures. <p>Consideration of some of the proposals in relation to the budget process were deferred to allow further discussion with the political/independent groups.</p> <p>The procedural documentation has been updated and published to the council's website.</p>
4	<p>Participatory Budgeting</p> <p>1% of the council's budget to be subject to Participatory Budgeting</p> <p>Lead Officer</p> <p>Director of Finance and Corporate</p>	<p>By 2020-21 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</p>	<p>A councillor's awareness session took place in February 2020 and a webinar for councillors is available in relation to this topic.</p> <p>A report seeking approval for the services that PB will be applied to will be presented to members of the Executive Committee when the council's committees return to</p>

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	Resources	<p>Settlement).</p> <p>Councillor's awareness sessions have been conducted and a report on Participatory Budgeting was presented to Executive Committee in May 2019.</p> <p>Further update reports will be submitted to committee.</p>	being fully operational.
5	<p>Financial Challenges</p> <p>Reduction in council funding, resulting in difficulties maintaining front line services</p> <p>Lead Officer</p> <p>Director of Finance and Corporate Resources</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 2020-21 will be updated and presented to councillors during autumn 2019.</p>	<p>The Budget was approved by Council on 26 February 2020.</p> <p>Following the COVID-19 pandemic, the financial position going forward remains uncertain. The council will continue to monitor and report on the council's financial position as the impacts of this situation progress.</p>
6	<p>GDPR</p> <p>Compliance with the new General Data Protection Regulations (GDPR)</p> <p>Lead Officer</p> <p>Director of Finance and Corporate Resources</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</p>	<p>The planned stage two rollout of the councils new file plan system has been delayed due to the impact of COVID-19. However, this has been fully implemented in one resource and all other resources have implementation plans in place.</p> <p>The council is also implementing a new Councillors Case Management System allowing Councillors a greater</p>

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		<p>the management of all data held by the council. Stage One was completed December 2018 and Stage Two will be completed during 2019-20.</p> <p>During 2019-20 further actions to ensure compliance with GDPR will be undertaken:-</p> <ul style="list-style-type: none"> • Employee training on “How Data Protection Works”; and • Replacement of the current Privacy Policy with a Data Protection Policy 	<p>level of control over the management of all cases. This has also been delayed as a result of COVID-19.</p> <p>Employee training on “How Data Protection Works” has been delivered and the new Data Protection Policy has been approved and communicated to all employees.</p> <p>In addition, a briefing note giving examples of breaches that have occurred in other organisations and the sanctions imposed on the organisation/employee concerned was issued.</p> <p>During 2019-20, each Resource undertook a review of its handling of requests for information and an action plan for each Resource was provided to the CMT on 2 April 2020.</p> <p>A council plan on handling requests for information has been prepared with standard letters for use by employees.</p> <p>In relation to COVID-19, this includes a recovery plan for post lockdown taking account of the emergency changes to legislation.</p> <p>This information has been communicated to employees through the employee intranet and the Resource FOI Contact Officers. The plan will be revised to take account of any further</p>

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			legislative changes.
7	<p>Integrated Joint Board – Health and Social Care</p> <p>The council will need to consider the implications from recent national reports and policy changes</p> <p>Lead Officer</p> <p>Director, Health and Social Care, South Lanarkshire Health and Social Care Partnership</p>	<p>The Integrated Joint Board members and other relevant stakeholders will participate in workshops to consider the current position in relation to the recommendations/policy changes, identify gaps and agree areas for improvement.</p> <p>A new Strategic Commissioning Plan 2019-22 has been approved by the IJB.</p> <p>Directions that set out the key actions to be delivered by the council during the year 2019-20 were issued on 31 March 2019.</p>	<p>A series of workshops have taken place with Board members and other relevant stakeholders.</p> <p>The latest session held in February 2020 covered a comprehensive update on the recent home care inspections for Hamilton and Rutherglen and the related improvement activity being progressed to improve the overall service delivery in both areas.</p> <p>The session also covered the detail of an Advice Note by the Standards Commission which highlighted the key areas of focus that IJB members should be aware of with regards to their decision-making role on the IJB. Both inputs were followed up by detailed discussions and further clarity of points raised.</p> <p>A comprehensive update on COVID-19 planning and progress was provided at the IJB meeting on 5 May 2020.</p>
8	<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</p>	<p>Strategic and operational plans are in place with key milestones identified in terms of infra-structure, financial, personnel, quality standards, training and recruitment and on consultation with partners and parents identified to deliver 1140 hours of early learning and childcare by</p>	<p>The plans to deliver 1140 hours of early learning and childcare places continues to be taken forward however this has been highlighted as an amber measure in the Education Resources risk register.</p> <p>The impact of COVID-19 and the announcement by the Scottish Government to close all schools and educational</p>

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	<p>2020</p> <p>Lead Officer</p> <p>Director of Education Resources</p>	<p>August 2020.</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>	<p>settings from Monday 23 March 2020 for an indefinite period has resulted in a delay in meeting the target dates for the full delivery of 1140 hours by August 2020. However the Scottish Government has granted an extension to this statutory requirement.</p> <p>Elected members and private partner service providers have been provided with briefings on the impact of COVID-19 on the 1140 hours programme.</p>
9	<p>Welfare Reform</p> <p>Impact of Welfare Reform on council services</p> <p>Lead Officer</p> <p>Director of Finance and Corporate Resources</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 2019-20, the council will be looking at the structures and services used to support those affected by Welfare Reform.</p>	<p>An update on the progress being made by Social Security Scotland was provided to committee during March 2020. This outlined the range of benefits being introduced, the associated timescales and the delivery of local services by the new benefits agency.</p> <p>A further report on the impact of Welfare Reform will be presented to the Community Planning Partnership Board when meetings return to being fully operational.</p>
10	<p>Child Poverty</p> <p>The council's contribution to meeting the national child poverty</p>	<p>A Child Poverty Lead Officer Group was established to draft the first Child Poverty Action Report (LCPAR). The council, NHS</p>	<p>Six months after the LCPAR was in place a progress report was produced.</p> <p>Areas for further development were identified from this</p>

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	<p>reduction targets as set out in the Child Poverty (Scotland) Act 2018 and the requirement to undertake new activity and a new approach to tackling child poverty.</p> <p>Lead Officer</p> <p>Director of Finance and Corporate Resources</p>	<p>Lanarkshire and South Lanarkshire Community Planning Partners have developed the first report for publication by 30 June 2019.</p> <p>Work is underway to deliver the Partnership's Child Poverty Action Plan for 2019-20.</p> <p>Feedback on the Local Action Reports will be provided by the new Poverty and Inequality Commission during 2019-20.</p>	<p>report; the feedback from staff and those with lived experience of poverty.</p> <p>A meeting between the Lead Officer group and the national co-ordinator for Child Poverty from the Improvement Service and positive feedback was received.</p> <p>Preparations have started for the production of the year two report, however, due to COVID-19 partners have transferred their operations to focus on the delivery of essential services therefore the final report for 2019-20 and the actions for 2020-21 have been delayed.</p> <p>Work is planned to start again at the end of June 2020. It is anticipated that the final report will be ready by September 2020.</p>