

<b>Title of report</b>	Amendments to the Code of Corporate Governance
<b>Public/confidential</b>	Public
<b>Action</b>	For decision
<b>Summary/purpose of report</b>	The purpose of this report is to put forward proposed amendments to the Code of Corporate Governance for Council approval.
<b>Recommendations</b>	The Council is asked to: 1. approve the proposed amendments set out in appendix 1 to the report.
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<b>Link to Strategic Plan</b>	The information in this report is about our internal governance arrangements and therefore links to all of our strategic outcomes.
<b>Link to the Risk Register</b>	Risk 3: We fail to meet corporate governance, external scrutiny and legal obligations.
<b>Equality Impact Assessment (EIA)</b>	1. An EIA was not developed as the proposals in this report does not have a negative impact on people with protected characteristics.
<b>Documents attached</b>	Appendix 1 – Amended Code of Corporate Governance
<b>Background papers</b>	None

## **1. INTRODUCTION**

- 1.1 The Code of Corporate Governance is an important document in our corporate governance framework as it sets out the accountabilities and responsibilities of key people within the organisation. This document is subject to continuous review and improvement.
- 1.2 At the meeting in May 2020, the Council asked for amendments to be made to the body of the RACI chart to reflect the collective accountability of the Council as well as the personal accountability the Convener has for ensuring the Council discharges its governance accountabilities.
- 1.3 While making those amendments, additional proposed amendments are put forward to make the document clearer to understand and ensure proper authority is delegated. These amendments are set out below.

## **2. PROPOSED AMENDMENTS**

- 2.1 The amendments requested by the Council are set out in track changes as an appendix to this report. The RACI table has been amended to make the relevant accountabilities and responsibilities of the people and groups clearer and necessary to ensure the right people have the relevant authority to do what is expected of them.
- 2.2 An explanation of what is meant by the terms Responsible, Accountable, Consult and Inform (RACI) has been added at page 26.
- 2.3 Section three at page 29 has been amended to make sure that the Interim Director of Finance and Resources has the proper delegated authority to commit expenditure. It is proposed to set that authority at the same limits as the other Directors of the organisation. The Chief Executive and Executive Management Team are working with Finance to review the delegated authority limits at other levels of the organisation in accordance with their authority to further delegate responsibilities. Proper exercise of our internal arrangements is monitored and reported to the Audit and Assurance Committee in accordance with the Code of Corporate Governance.

## **3. RESOURCE IMPLICATIONS**

- 3.1 No additional resource implications arise as a result of this report.

## **4. LEGAL IMPLICATIONS**

- 4.1 The Council must ensure that its governance processes and documents are fit for purpose and accurately reflect the practices in place.

## **5. STAKEHOLDER ENGAGEMENT**

- 5.1 The Executive Management Team has been consulted on the proposed changes to the Code of Corporate Governance.

## **6. IMPACT ON PEOPLE USING SOCIAL SERVICES AND CARERS**

- 6.1 The matters addressed in this report relate to internal governance and have no direct impact on users and carers. However, the fact that the SSSC is well governed and transparent provides confidence in our work.

## **7. CONCLUSION**

- 7.1 The Code of Corporate Governance is subject to continuous review and improvement and we take on board feedback from members on an ongoing basis. The recommended amendments to the Code will continue to strengthen our corporate governance arrangements.