

MEETING: 11 FEBRUARY 2016

**MINUTES OF PREVIOUS MEETING**

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Minutes of the 423<sup>rd</sup> meeting of the Accounts Commission held in the offices of Audit Scotland at 102 West Port, Edinburgh, on Thursday, 14 January 2016, at 10.15am

PRESENT: Douglas Sinclair (Chair)  
Ronnie Hinds (Deputy Chair)  
Alan Campbell  
Sandy Cumming  
Sheila Gunn  
Christine May  
Stephen Moore  
Graham Sharp  
Pauline Weetman  
Geraldine Wooley

IN ATTENDANCE: Paul Reilly, Secretary to the Commission  
Fraser McKinlay, Controller of Audit and Director of Performance Audit and Best Value (PABV)  
Carol Calder, Senior Manager, PABV [Item 11]  
Antony Clark, Assistant Director, PABV [Item 10]  
Kirsty Gibbins, Communications Adviser [Item 9]  
Chris Holme, Communications Adviser [Item 9]  
Fiona Kordiak, Director, Audit Services [Item 10]  
Mark McCabe, Senior Manager, PABV [Item 8]  
Jillian Matthew, Audit Manager, PABV [Item 11]  
Michael Oliphant, Audit Manager, PABV [Item 7]  
Rebecca Seidel, Audit Manager, PABV [Item 10]  
Claire Sweeney, Assistant Director, PABV [Item 11]

<u>Item No</u>	<u>Subject</u>
1.	Apologies for absence
2.	Declarations of interest
3.	Decisions on taking business in private
4.	Minutes of meeting of 10 December 2015
5.	Update report by the Secretary to the Commission
6.	Update report by the Controller of Audit
7.	Briefing: Scottish Budget 2016/17
8.	Complaints reporting
9.	Briefing: social media
10.	Draft report: Community planning – an update
11.	Performance audit: draft report – Changing models of health and social care
12.	Commission business matters

1. Apologies for absence

It was noted that apologies for absence had been received from Tim McKay and Sophie Flemig.

2. Declarations of interest

The following declarations of interest were made:

- Ronnie Hinds, in items 7, 10 and 11, as a non-executive Director of the Scottish Government
- Christine May, in item 10, as Vice-Chair of Fife Cultural Trust

Advice from Fraser McKinlay was noted that he would not be taking part in discussion of item 10 as his brother Alasdair McKinlay is Head of the Community Planning and Empowerment Unit in the Scottish Government.

3. Decisions on taking business in private

It was agreed that items 10 to 12 should be taken in private for the following reasons:

- Item 10 proposes a draft report, which the Commission is to consider and consult appropriately with stakeholders if necessary before publishing.
- Item 11 proposes a draft performance audit report, which the Commission is to consider and consult appropriately with stakeholders if necessary before publishing.
- Item 12 may be required if there are any confidential matters that require to be discussed outwith the public domain. The Chair will inform the meeting in public at the start of the meeting if this item is required and what it covers.

4. Minutes of meeting of 10 December 2015

The minutes of the meeting of 10 December 2015 were submitted and approved, subject to:

- In item 12, first bullet point, deleting “attached”.
- A renumbering of items from item 12 onwards.

Arising therefrom:

- In relation to item 8, second bullet point, noting advice from the Director of PABV on the role of Audit Scotland as a Living Wage Employer.
- In relation to item 8, fourth bullet point, noting advice from the Secretary that information on the Community Justice Act was part of the draft report *Community planning: an update*, elsewhere on the agenda.
- In relation to item 11, final bullet point, noting advice from the Director of PABV that he would report further to the Commission on proposals around Commission engagement with stakeholders as part of its review of auditing Best Value.

5. Update report by the Secretary to the Accounts Commission

The Commission considered a report by the Secretary to the Commission providing an update on significant recent activity relating to local government and issues of relevance or interest across the wider public sector.

During discussion, the Commission agreed, in relation to paragraph 19, that more background be provided on the Organisation for Economic Co-operation and Development (OECD) report *Improving schools in Scotland: an OECD perspective*.

*Action: Secretary*

Thereafter, the Commission agreed to note the report.

6. Update report by the Controller of Audit

The Controller of Audit provided a verbal update on his recent activity including meetings and discussions with stakeholders.

7. Briefing: Scottish Budget 2016/17

The Commission considered a report by the Director of PABV providing a briefing on the Scottish Government's Spending Plans and Draft Budget 2016/17, highlighting some of the key implications for local government finances.

During discussion, the Commission agreed:

- That the Director provide further information on the calculations behind the proposed allocation to individual councils, including the rationale for each allocation and longer term trends of allocations for each council.
- That the Director provide clarification when available of the aspects of the proposed settlement in relation to integrated joint health and social care boards.

*Actions: Director of PABV*

- To note further in this regard advice from the Director that the funding of such boards would be a feature of the annual financial audit of the boards and, where appropriate, councils and health boards.

Following discussion, the Commission noted the report.

8. Complaints reporting

The Commission considered a report by the Director of PABV providing a summary of councils' approach to complaints reporting in line with Scottish Public Sector Ombudsman (SPSO) guidance.

During discussion, the Commission agreed:

- That further thought be given as to how to feature such intelligence in the regular six-monthly report to the Financial Audit and Assurance Committee on intelligence from the SPSO and standards bodies.
- That the views of the SPSO be sought on the report.

*Actions: Secretary*

Following discussion, the Commission noted the report.

9. Briefing: social media

The Commission considered a presentation by Chris Holme and Kirsty Gibbins from the Communications Team on the use of social media in the Commission's and Audit Scotland's engagement with stakeholders.

The Commission agreed:

- That the issues raised in discussion feature in consideration of the annual revision of the Commission's engagement strategy.
- That clarity be sought on the appropriate balance between the use of social media on a collective versus individual basis.

*Actions: Secretary*

10. Draft report: Community planning – an update [in private]

The Commission considered a report by the Secretary introducing for its consideration a draft report updating the progress of community planning in Scotland.

Following discussion, the Commission agreed:

- In relation to the inequalities agenda, to note developments in relation to ensuring the prominence in community planning of the inequalities agenda beyond socio-economic issues.
- To approve the draft report subject to the audit team considering points raised in discussion in conjunction with the Chair and Deputy Chair.

*Actions: Director of ASG*

11. Performance Audit – draft report: Changing models of health and social care [in private]

The Commission considered a report by the Director of PABV seeking approval of and proposing ways of promoting the draft performance audit report *Changing models of health and social care*.

Following discussion, the Commission agreed:

- To note advice from the audit team that, as discussed at the Public Audit Committee on 2 December 2015, more information on issues around health and social care data sets would be brought into the report.
- To approve the draft report subject to the audit team considering points raised in discussion in conjunction with the sponsors of the report, Ronnie Hinds and Christine May.
- To approve the publication and promotion arrangements for the report.

*Actions: Director of PABV*

12. Commission business matters

There being no further business, the meeting was closed.