EAST RENFREWSHIRE COUNCIL

CODE OF CORPORATE GOVERNANCE 2023/24

In June 2024 East Renfrewshire Council's Audit and Scrutiny Committee will meet to approve a new local Code of Corporate Governance 2024/25. The code is a Council statement of the structures and working arrangements in place for internal policy-making; community leadership; partnership working and accountability mechanisms. As well as self-assessing our local code's compliance against the national prescribed scoring, the statement also includes a number of improvement actions to be carried out as part of the existing 2023/24 code. A progress update on the improvement actions is listed below, Actions that are not complete will be carried forward to the new code for 2024/5. For more information contact the Strategic Services Team at Listening@eastrenfrewshire.gov.uk.

Principle A: Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law				
Sub Principle	Requirement	Examples of Evidence	Evaluation of Requirement Against Code (1–not; 2–partial; 3–fully)	Action Status
1. Behaving with integrity	A1.2 Ensuring members take the lead in establishing specific standard operating principles or values for the organisation and its staff and that they are communicated and understood. These should build on the Seven Principles of Public Life (the Nolan Principles).	• Council Values • HR policies and procedures e.g. discipline and grievance • Codes of Conduct for Members & Employees	3	**Ongoing** On consideration of Vision for the Future in June 2023, further development with community partners and residents, with a view to a broader review of outcomes and 'golden thread' of strategic planning. (Head of Communities & Transformation), June 2024. Delayed due to general election – carry forward to September 2024
1. Behaving with integrity	A1.3 Leading by example and using these standard operating principles or values as a framework for decision making and other actions, to ensure openness and	• Council Standing Orders • Audit and Scrutiny Committee • Schemes of Administration and Delegated Functions • Council values • Register of interests	3	**Ongoing** Conduct a review of the Council's Schemes of Administration and Delegated Functions and standing orders. (Democratic Services Manager, December 2023). Delayed due to staff turnover and election preparations – carry forward to Mar 2025.

Sub Principle	Requirement	Evidence	Evaluation of Requirement Against Code (1–not; 2–partial; 3–fully)	Action status
	transparency in the Council's decision-making processes.			
2. Demonstrating strong commitment to ethical values	A2.3 Developing and maintaining robust policies and procedures which place emphasis on agreed ethical values.	- HR policies and procedures - Data Protection Policy and DPIA Framework - Contract Standing Orders - Recruitment and Selection Code of Practice - Audit and Scrutiny Committee - Corporate Procurement Strategy	3	**Ongoing** Continue with manual checks by Procurement of all Housing invoices or certificated payments over £50k until the new Servitor/Integra interface is in place (Chief Procurement Officer, Mar 2025).
Principle B: Ensuring openness and comprehensive stakeholder engagement				
Sub Principle	**Requirement**	**Evidence**	**Evaluation of Requirement Against Code** (1–not; 2–partial; 3–fully)	**Action status**
3. Engaging stakeholders effectively, including individual citizens and service users	B3.1 Establishing a clear policy on the type of issues that the organisation will meaningfully consult with or involve individual citizens, service users and other stakeholders to ensure that service (or other) provision is contributing towards the achievement of intended outcomes.	- Community Planning Partnership arrangements - Participatory Budgeting - HSCP Partnership & Engagement Network	3	**Completed** Complete review of Community Council scheme (Head of HR, Dec 2023).
Principle C: Defining outcomes in terms of sustainable economic, social, and environmental benefits				

Sub Principle	Requirement	Evidence	Evaluation of Requirement Against Code (1–not; 2–partial; 3–fully)	Action Status
2. Sustainable economic, social and environmental benefits	C2.1 Considering and balancing the combined economic, social and environmental impact of policies, plans and decisions when taking decisions about service provision.	• Capital Investment Strategy • City Deal • Procurement strategies and policies (Corporate; City Deal) • Budget Strategy Group	3	**Ongoing** A draft Local Heat & Energy Efficiency Strategy (LHEES) was published in Feb 2024, with final version of strategy and Delivery Plan, to be published Aug 2024 (Director of Environment).
2. Sustainable economic, social and environmental benefits	C2.3 Determining the wider public interest associated with balancing conflicting interests between achieving the various economic, social and environmental benefits, through consultation where possible, in order to ensure appropriate trade-offs (23/24 carried forward actions).	• Council Standing Orders and Scheme of Administration. • Budget consultation exercise. • Main Issues Report & Local Development Plan.	3	**Completed** The Get to Zero Action Plan was published in February 2024, following public consultation on the document, which included an Environmental Report. **Completed** Initial funding has been secured by Voluntary Action East Renfrewshire to scope a Climate Action Hub. This hub would support community interaction on the topic of climate change and climate adaptation.
2. Sustainable economic, social and environmental benefits	C2.4 Ensuring fair access to services.	• Integrated Impact Assessment (Equality, Fairness and Rights) • Equality Outcomes Mainstreaming Plan and Report • • Fairer Scotland Duty	3	**Completed** Enhance the role of Equality and Fairness Risk Assessments in the budget process. (Director of Business Operations and Partnerships, Mar 24). (https://www.eastrenfrewshire.gov.uk/impact-assessments)
Principle D: Determining the interventions necessary to optimise the achievement of the intended outcomes				
Sub Principle	**Requirement**	**Evidence**	**Evaluation of Requirement**	**Further Action Required**

			Against Code (1–not; 2–partial; 3–fully)	
2. Planning interventions	D2.4 Ensuring capacity exists to generate the information required to review service quality regularly.	• Performance Management System • Mid and end-year performance reporting • Analysis and reporting of Local Government Performance Framework.	3	**Completed** Phase 1 management insight dashboards (Head of Communities and Transformation, Apr 24).
3. Optimising achievement of intended outcomes	D3.4 Ensuring the achievement of 'social value' through service planning and commissioning.	• Economic Development & City Deal approaches to community benefits • Corporate procurement Alternative models of service delivery - National Care Service	3	**Ongoing** The National Care Service Bill is currently at Stage 2, having passed Stage 1 in February 2024. The Council will continue to monitor the progress of the Bill and will respond to detailed proposals accordingly.
Principle E: Developing the entity's capacity, including the capability of its leadership and the individuals within it				
Sub Principle	**Requirement**	**Evidence**	**Evaluation of Requirement Against Code** (1–not; 2–partial; 3–fully)	**Action Status**
2. Developing the capability of the entity's leadership and other individuals	E2.4 Developing the capabilities of members and senior management to achieve effective shared leadership and to enable the organisation to respond successfully to changing legal and policy demands as well as economic, political and environmental changes and risks.	• Vision for the Future strategy • Briefings to Members and Development Plans • Corporate Training and Quality Conversations	3	**Ongoing** Review elected member training and development, including provision of Equality and Fairness Risk assessment training and ensuring coverage of mandatory cyber essentials training (Head of HR/Director of Business Operations and Partnerships, December 2023). Delayed due to staff turnover and election preparations – carry forward to Mar 25.
2. Developing the capability of the entity's leadership and other individuals	E2.7 Holding staff to account through regular performance reviews which take account of training or development needs.	• Quality Conversations • Training and Development Plans • Chief Executive and Member meetings	3	**Completed** Re-establish leadership and manager networks to promote corporate working, develop leadership skills and assist with succession planning and health and

Sub Principle	Requirement	Evidence	Evaluation of Requirement Against Code	Action Status
				wellbeing, (Head of HR, Apr 24). – first network planned for 29 May 2024
2. Developing the capability of the entity's leadership and other individuals	E2.8 Ensuring arrangements are in place to maintain the health and wellbeing of the workforce and support individuals in maintaining their own physical and mental wellbeing.	• HR and Health and Safety policies • Employee counselling provision and Occupational Health provision • Stress risk assessment • New Health and Well-being Strategy and action plan	3	**Completed** The Health and Well-being annual action plan was delayed as the Wellbeing Survey planned for October 2022 was postponed until April 2023 due to budget engagement. The action plan will be developed by September 2023.
Principle F: Managing risks and performance through robust internal control and strong public financial management				
Sub Principle	**Requirement**	**Evidence**	**Evaluation of Requirement Against Code** (1–not; 2–partial; 3–fully)	**Action Status**
4. Managing data	F4.1 Ensuring effective arrangements are in place for the safe collection, storage, use and sharing of data, including processes to safeguard personal data.	• Codes of Conduct for Members and Employees • Fraud, Bribery & Theft Policy (updated April 2022) • Corporate training and guidance notes (FoI, Data Protection etc.) • Information Governance Officer and Framework • Records Management Plan	3	**Ongoing** The development of a new Information Asset Register was completed in April 2024. Work is now underway to update and import existing records, undertake staff training and co-ordinate arrangements for departments to populate the system with up-to-date information over the coming months.
5. Strong public financial management	F5.2 Ensuring well-developed financial management is integrated at all levels of planning and control, including management of financial risks & controls	• Budget monitoring reports • Annual report and accounts • Finance Business Partner Approach	3	**Ongoing** Accelerate development of an interface between Housing's Servitor system and the Council's Integra financial system (Director of Environment, March 2024) Carry forward due to pressure of work in Housing.