

## GOVERNANCE REFERENCE GROUP

Friday, 22 November 2024

In Attendance: Councillor Radley, Chairperson; and Councillors Allard, Delaney (substituting for Councillor Yuill), McLellan, Mrs Stewart, Nicoll, van Sweeden and Yuill (for item 1 only).

Also present: Vikki Cuthbert, Jamie Dale, Steven Inglis, Anne MacDonald, Ronnie McKean, Martyn Orchard, and Gogo Okafor.

	Agenda Item	Notes of Discussion	Action/Decision	By Whom
1	<b>Minutes of Previous Meeting of 18 October 2024 - for approval</b>	<p>The Group had before it the minute of the previous meeting of 18 October 2024 for approval.</p> <p><b><u>The Group resolved:-</u></b> to approve the minute.</p>		
2	<b>Discussion with Anne Macdonald (Audit Scotland) and Jamie Dale (Chief Internal Auditor)</b>	<p>The Group heard from Vikki Cuthbert - Interim Chief Officer - Governance (Assurance), who referred to the previous meeting and the agreement to invite Internal Audit and External Audit for discussion in terms of what was working well and where there were gaps in terms of audit and scrutiny, ahead of reporting to the Audit, Risk and Scrutiny Committee on 20 February 2025 and then Council on 16 April in terms of the wider Scheme of Governance Review.</p> <p>The Group then heard from Jamie Dale, Chief Internal Auditor and Anne Macdonald, External Audit, who shared some observations on the current system of scrutiny in the Council, including some suggestions for improvements.</p>		

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		<p>Members shared some of their views and there was discussion on the best way to proceed. It was agreed that further information was needed on models in place in other councils, alongside options for enhancing our current system.</p> <p><b><u>The Group resolved:-</u></b></p> <p>(i) to request a paper to the next meeting outlining some options for members to discuss, including the processes in place in other councils and ways in which our current system of scrutiny could be enhanced; and</p> <p>(iii) to agree that the next meeting be held in the week of 13 January 2025 and to issue the appointment as soon as possible in order to provide maximum notice for members.</p>	<p>Paper to be prepared for next meeting</p> <p>Next meeting to be confirmed</p>	<p>Vikki Cuthbert</p> <p>Gogo Okafor</p>