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# Good Governance at Aberdeenshire Council



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# What is Good Governance?

Lots of definitions of governance.

One we like to use is ***“the processes by which organisations are directed, controlled, and held to account and is underpinned by the principles of openness, integrity, and accountability”***;



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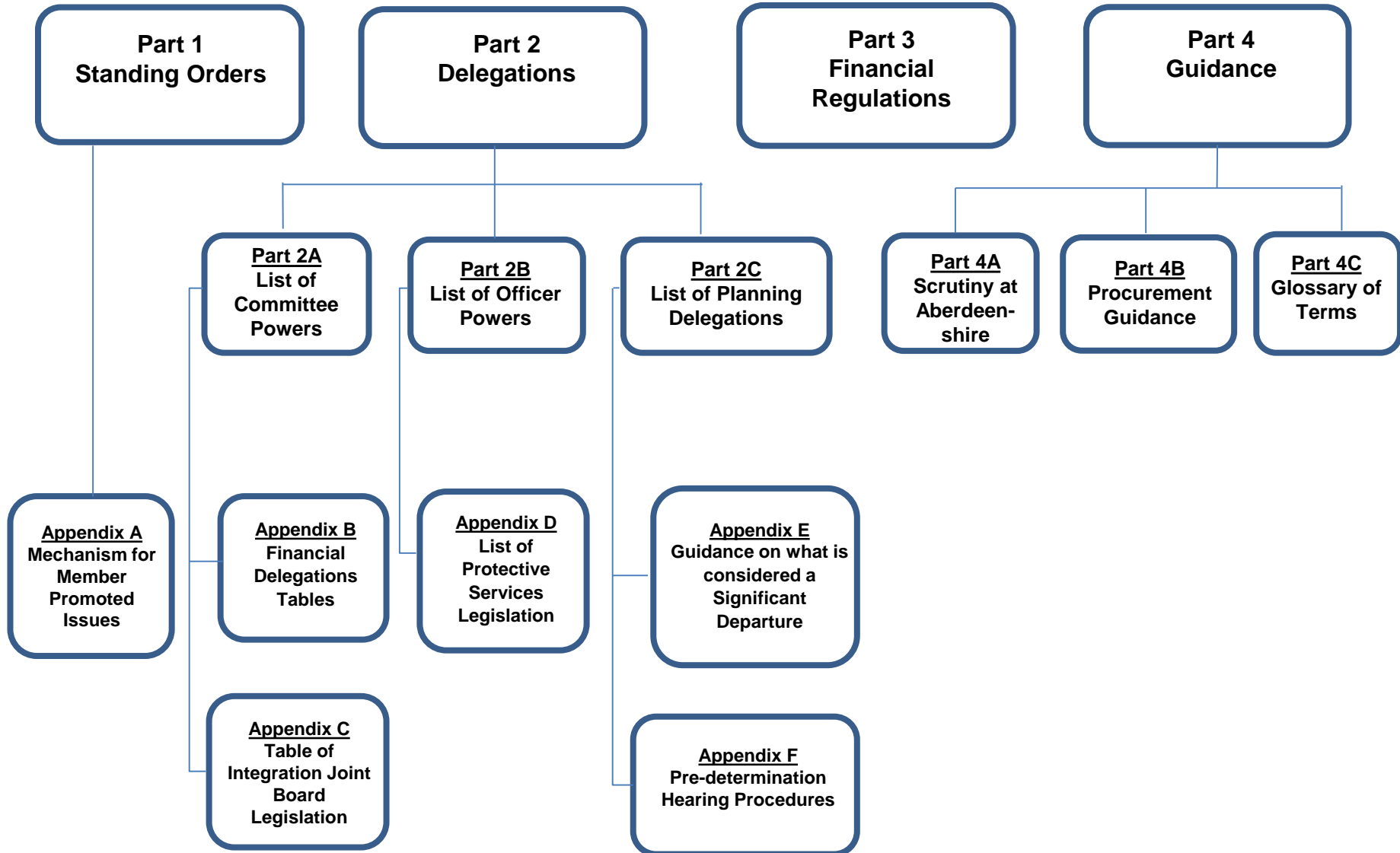
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# New Scheme of Governance



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## Part 2A – Committee Powers

### Committee Changes

**Business Services (former P&R), Communities, Education and Children’s Services and Infrastructure Services & Audit**

#### Remits

Property under Director of Business Services whilst reporting to ISC

Housing under Director of Infrastructure whilst reporting to Communities Committee

Leisure and Sport under Director of Education and Children’s Services whilst reporting to Communities Committee.

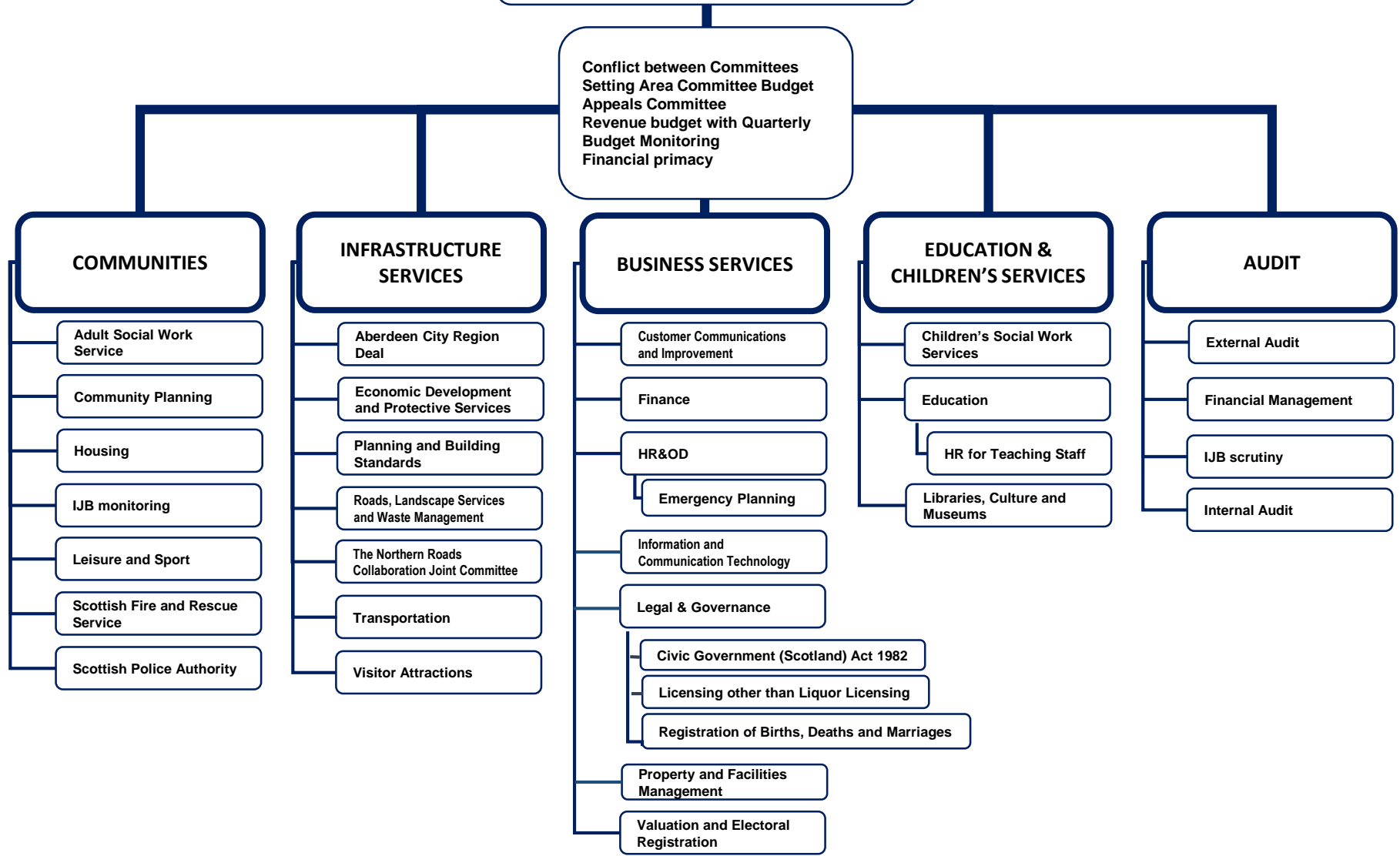
Full Council - Changes to financial management including transfer of primacy role to Full Council

Full Council - will control expenditure not provided for in the capital/revenue budgets

Policy Committee - responsibility for managing service budget will sit with Policy Committees (not P&R)

New Community Empowerment Appeals Committee

# FULL COUNCIL



## Part 2b

# List of Officer Powers

- captures Chief Executive powers
- clarifies limitations on delegations and situations where member consultation might be appropriate
- contains a list of general delegations that apply to all officers and specific delegations to deal with matters of urgency
- arrangements for implementing directions from the IJB (General/Chief Social Work Officer/Chief Officer of IJB)
- increased financial thresholds for procurement (dealt with in more detail by procurement)

# Part 2C Planning Delegations

- New document setting out how planning applications and local development matters are dealt with at Aberdeenshire Council.  
**Powers still contained in Parts 2A and 2B.**

New provision for:

- Member applications recommended for refusal will now be determined by Infrastructure Services Committee
- **Appendix E** – Guidance on what is considered to be a significant departure from planning policy
- **Appendix F** – details procedures for Pre Determination Hearings which for National and Major planning applications



# Part 3 Financial Regulations

Updated to reflect –

- **new committee titles and functions**
- **primacy role transfer from P&R Committee to Full Council**
- **New procurement arrangements at 5.3**

# Part 4 - GUIDANCE

- **Part 4A**
  - Scrutiny at Aberdeenshire
- **Part 4B**
  - Procurement Guidance
- **Part 4C**
  - Glossary of Terms



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# Part 2A – Committee Powers

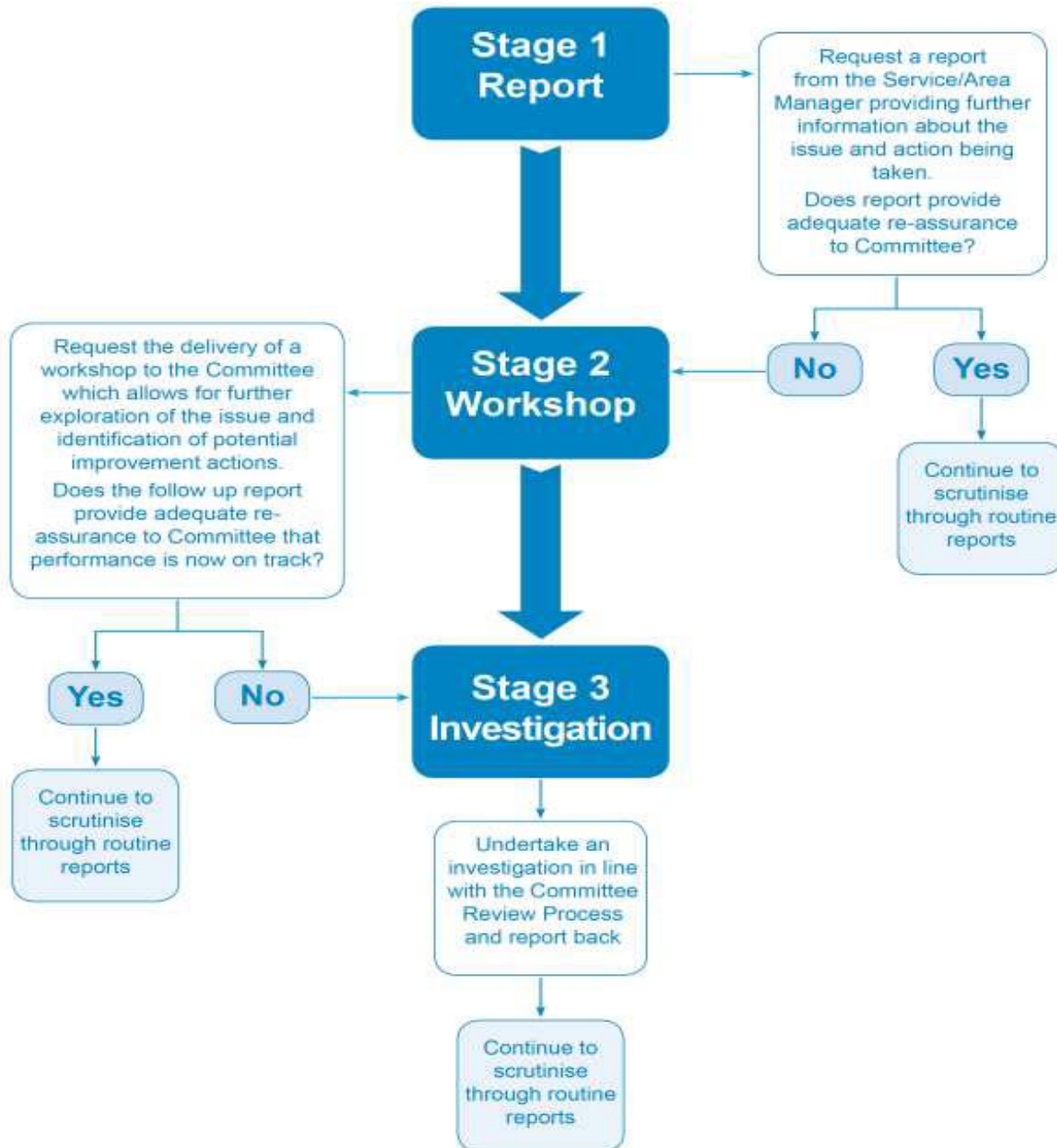
Part 4A

Scrutiny at Aberdeenshire

## Transfer of Scrutiny role to Area and Policy Committees:

- Clear and consistent approach
- Defined roles and responsibilities
- New 3 stage process
- New Policy Development and Review Framework

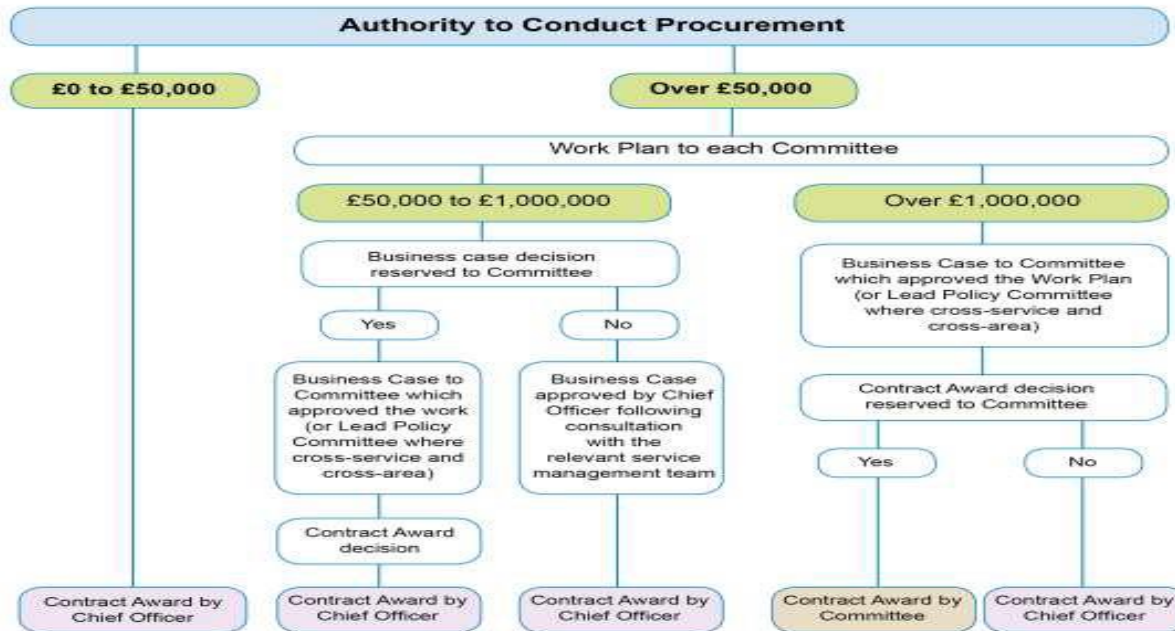
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# Part 4B – Procurement Guidance

## Procurement Guidance

This flowchart sets out the procurement approval process as contained in the powers delegated to committees and officers in Part 2 of the Scheme of Governance.



### Work Plan

**Annual Work Plan:** Each Committee receives a Work Plan at the start of the financial year which sets out the anticipated procurement for the year falling under their remit specifying estimated costs for each item. Where the item appears on more than one Policy Committee Work Plan (cross service and relating to more than one area) a note shall state which Committee will be deemed to be the Lead Service or Committee for procurement (in line with the Service or Policy Committee with the greatest budget contribution failing which relevant Service). The Work Plan is approved by the Committee.

**Supplementary Work Plan:** Where an item requires to be procured for an estimated sum exceeding £50,000 and this has not been included in the Annual Work Plan but is still within budget it shall be brought to the relevant Committee in a supplementary Work Plan before being procured.

### Which Committee?

**Area Committee:** where procurement to be funded from approved budget and exclusive to area (provide in accordance with officer recommendation and Council Policy).

**Policy Committee:** where procurement to be funded from the approved budget for services within remit and relates to more than one area or where decision of Area Committee is not in accordance with officer recommendation or Council policy.

**Lead Policy Committee:** where procurement relates to more than one Policy Committee service budget and more than one area (and where agreed in the approval of Work Plan).

### Business Case

Provided for each item over £50,000 detailing justification of the item/project with further information on costs.

# Part 4C – Glossary of Terms

## “Access Rights”

Means the statutory rights covering access to land for certain purposes in terms of the Land Reform (Scotland) Act 2003.

## “Act”

Means an Act of Parliament or any amendment, replacement or variation thereof including subordinate legislation made thereunder.

## “Administration”

Means the ruling group formed by the majority of Members on the Council.

“



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## Roles and Responsibilities

### How do Members and Officers work together?

- **Members** determine “**the what**” being the objectives and policies of the Council. They **monitor and scrutinise** both progress and the controls set. They determine the **risk** appetite. They **challenge** management when objectives are not met or when the controls fail.
- **Managers** do “**the how**” being how the strategy that Members set can be achieved. They ensure that staff carry out the operational tasks in pursuit of the objectives and they **report** to Members on the progress.
- **Front line Employees** - they deal with the **operational day to day matters** in terms of the Council’s policies and decisions that have been made.



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# Enhancing Good Governance

- ***Direction*** – reorganisation of committee structure and high level functions
- ***Control*** – Full Council with primacy role and Policy Committees responsible for service budget matters
- ***Clear decision making*** - Delegations are clear and precise
- ***Accountability*** – new Scrutiny at Aberdeenshire process and policy development and review framework
- ***Transparency*** – All documents redrafted to ensure that business is conducted in a transparent manner
- ***Accessibility*** – clear decision making process with easily accessible information on website





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# Ongoing information and assistance

- All of the information provided today will be made available as reference tools on ALDO
- A new website page to publish the Scheme of Governance is under development and will be in place for 27 January 2017
- Specialist procurement training will be delivered to officers
- Workshop and investigation training will be delivered in February 2017
- A review of the success of the new provisions will take place in June 2018
- Contact [ann.riddell@aberdeenshire.gov.uk](mailto:ann.riddell@aberdeenshire.gov.uk) if you require any further training or assistance.



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# Questions?