

SCOTTISH SOCIAL SERVICES COUNCIL

Confirmed minutes of the Scottish Social Services Council held on Thursday 29 October 2020 at 10:00 am by video conference.

Present: Sandra Campbell Convener
Theresa Allison, Council Member
Professor Alan Baird, Council Member
Julie Grace, Council Member
Rona King, Council Member
Peter Murray, Council Member

In attendance: Lorraine Gray, Chief Executive
Maree Allison, Director of Regulation
Phillip Gillespie, Director of Development and Innovation
Lynn Murray, Interim Director of Finance and Resources
Laura Shepherd, Director of Strategy and Performance
Kenny Dick, Head of Shared Services
Chris Weir, Head of Legal and Corporate Governance
Audrey Wallace (minute taker)

Observing: The meeting was live streamed, and the link shared with
SSSC staff and members of the public

1. Welcome and apologies for absence

- 1.1 Sandra Campbell welcomed Members and officers to the meeting which was being livestreamed and recorded. Apologies were received from Paul Edie, Lynne Huckerby, Linda Lennie and Russell Pettigrew, Council Members.

2. Declarations of Interest

- 2.1 There were no declarations of interest.

3. 2019/20 Annual Report and Accounts

- 3.1 Lorraine Gray introduced report 47/2020, the Annual Report and Accounts which comprised the report with a suite of four appendices:
1. Annual Report and Accounts 1 April 2019 to 31 March 2020
 2. Audit and Assurance Committee Annual report to Council
 3. External Audit Report
 4. Letter of Representation.
- 3.2 The Convener confirmed that there had been a useful discussion over the annual accounts at the Audit and Assurance Committee meeting on 6 October 2020, when all Members had been invited to attend and give

comment. The comments had been captured and taken into account in the version of accounts now before the Council.

- 3.3 Alan Baird was invited to give an overview of his thoughts on the discussion and the process. He advised that several opportunities had been given to discuss the content of the document and he thought that these had helped to mature, shape and refine the document into the current version. He was now confident that the Council was in a good position to have the annual report and accounts signed off.
- 3.4 Alan Baird expressed his thanks to staff and Members who had contributed to the final version of the accounts.
- 3.5 In reference to appendix 2 to the annual accounts, the Audit and Assurance Committee Annual Report to Council 2019/20, Alan Baird also expressed his thanks to all who had been involved in the review of governance which took place last year, resulting in the revised governance structure and procedures. This has led to the smooth running of the new governance structure. He made mention of the change to the company providing the internal audit function and commented on the very positive reports which had been produced. He spoke of the revised assurance reporting to Committee and to Council and how that would be developed over time to present the information sought by Council to help inform its decisions.
- 3.6 The Council, in consideration of appendix 2
1. noted the work of the Audit and Assurance Committee
 2. noted the Committee's assessment of its performance and the plans to address development areas.
- 3.7 The Convener advised that it would not be appropriate to agree recommendations 3 and 4 until after the Annual Report and Accounts had been considered.
- 3.8 She then asked if there were any further comments on the Annual Report and Accounts, the External Audit Report or the Letter of Representation. There were no further comments offered.
- 3.9 The Council:
1. accepted the recommendations from the Audit and Assurance Committee contained in its 2019/20 annual report to the Council
 2. approved the 2019/20 Annual Report and Accounts
 3. noted the positive annual report for 2019/20 to the Council and Auditor General for Scotland from the external auditors
 4. agreed that it is content with the assurances provided by the Accountable Officer in the letter of representation to the external auditors.

4. Date and time of next meeting

- 4.1 The date of the next Council meeting will be 19 November 2020 at 10 am.

Council 29 October 2020
Start time: 10am
Finish time: 10.15am

S. Campbell

Signed: _____ **Date:** 01 December 2020

Sandra Campbell
Convener