

Bath & North East Somerset Council

MEETING:	Corporate Audit Committee	
MEETING DATE:	5th February 2013	AGENDA ITEM NUMBER
TITLE:	Annual Governance Review 2012/13	
WARD:	ALL	
AN OPEN PUBLIC ITEM		
List of attachments to this report: Appendix 1 - Annual Governance Review Process		

1. THE ISSUE

- 1.1 This report has been prepared to inform the Corporate Audit Committee on the work underway to complete the review to support the Annual Governance Statement 2012/13.

2. RECOMMENDATION

- 2.1 The Committee is asked to:
- 2.2 Note the process & timetable for the Annual Governance Review 2012/13.
- 2.3 Provide any comments about the process and the input of the Committee to the review.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications relevant to this report.

4. THE REPORT

4.1 Background

4.2 In 2006 the Accounts and Audit Regulations were updated and in 2007 CIPFA/SOLACE published revised guidance 'Delivering Good Governance in Local Government'. This requires all Authority's to carry out an 'Annual Governance Review' and to publish an 'Annual Governance Statement' as part of the Council's Statutory Statement of Accounts. The process adopted by the Council for producing the statement is shown in **Appendix 1**.

4.3 The governance statement covers all significant corporate systems, processes and controls, spanning the whole range of a council's activities including in particular those designed to ensure the council is:

- implementing policies as it intends;
- delivering high-quality services, efficiently and effectively;
- meeting its values and ethical standards;
- complying with relevant laws and regulations;
- adhering to required processes e.g. risk management;
- publishing accurate and reliable financial statements and other performance information; and
- managing human, financial, environmental and other resources efficiently and effectively.

4.4 The review is a management process and the final statement is signed off by the Chief Executive and Leader of the Council. However it is informed by a number of different sources, one of which is the Corporate Audit Committee. The Committee is required to consider the Annual Governance Statement prior to final approval and be updated on the actions identified in the previous year's statement.

4.5 A long list of issues connected to the Annual Governance review for 2011/12 was considered by the Committee in May 2012 and the final statement approved by Committee in September 2012. This included three 'Significant' issues:-

- Care Quality Commission / Ofsted Report – findings of the 'Safeguarding and Looked after Children Services' review.
- Parking Services & Bus Lane Enforcement – significant financial shortfall.
- Planning – Stowey Quarry & Planning Inspectorate findings related to Planning Committee decisions.

The Committee will be provided with an update on these 'significant' issues at the meeting scheduled in May 2013.

4.6 **Annual Governance Review Process & Timetable 2012/13**

4.7 Appendix 1 lays out the process and broad timetable for completion of the review. The Risk & Assurance Service will:-

- Manage the process, collating and analysing information from across the Council (Jan. to June 2013).
- Consult Senior Officers / Members to identify issues to be recorded in the Annual Governance Statement (Feb. to June 2013).
- Report to Corporate Audit Committee (May 2013).
- Obtain sign-off by Chief Executive and the Leader of the Council and make available for inclusion in the Council's Statutory Statement of Accounts (June 2013).

4.8 In May the Committee will have a further update report which will highlight an initial long list of issues for consideration along with an update on the 2011/12 statement.

5 RISK MANAGEMENT

5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

5.2 This report has been prepared to 'inform' the Committee in line with the Committee's adopted 'Terms of Reference'. Failure to report progress regarding the Annual Governance Statement would mean that the Committee is failing in its prescribed responsibility. This would also be identified through the Councils own governance review and as part of the remit of the external audit.

6 EQUALITIES

6.1 A proportionate equalities impact assessment has been carried out and there are no significant issues to report.

7 CONSULTATION

7.1 A copy of this report was distributed to the S151 Officer for consultation.

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Background papers	
Please contact the report author if you need to access this report in an alternative format	