

Forest Heath District Council

**PERFORMANCE AND
AUDIT SCRUTINY
COMMITTEE**

24 SEPTEMBER 2013

PAS13/013

(This report is not a key decision. This report has been subject to appropriate notice of publication under the Council's Access to Information Rules)

Report of the Cabinet Member for Resources, Governance and Performance

ANNUAL GOVERNANCE STATEMENT 2012-2013

1. Summary and reasons for recommendation

- 1.1 The purpose of this report is to seek approval of the Annual Governance Statement for 2012-2013.

2. Recommendation

- 2.1 The Committee is recommended to approve the Annual Governance Statement 2012-2013 for signing by the Chief Executive and Leader.

Contact Details

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Title

Portfolio Holder

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3. How will the recommendations help us meet our strategic priorities?

- 3.1 The recommendation meets the following, as contained within the Strategic Plan:

Strategic priority: 'being an efficient and effective council'.

4. Key issues

- 4.1 Forest Heath District Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively.
- 4.2 In discharging this overall responsibility, Forest Heath is responsible for putting in place proper arrangements for the governance of its affairs and facilitating the effective exercise of its functions, including arrangements for the management of risk.
- 4.3 The Annual Governance Statement is designed to provide stakeholders of the council with assurance that the council has operated within the law and that the council has met the requirements of the Accounts and Audit Regulations 2011. The Annual Governance Statement accompanies the Statement of Accounts.
- 4.4 A copy of the Annual Governance Statement for 2012-2013 is attached to this report, at **Appendix A**.
- 4.5 The statement has been prepared by a Joint Governance Group. A self-assessment covering the six core principle of corporate governance was completed by the group. Arising from this assessment an Action Plan for the coming year has been generated, this is attached at **Appendix B**.
- 4.6 A key function of the Performance and Audit Scrutiny Committee is to review and approve the Annual Governance Statement prior to it being signed off by the Chief Executive and Leader of the council.

5. Other options considered

- 5.1 The requirement to produce an Annual Governance Statement is set down in regulation.

6. Community impact

- 6.1 **Crime and disorder impact** *(including Section 17 of the Crime and Disorder Act 1998)*

6.1.1 None arising directly from this report.

- 6.2 **Diversity and equality impact** *(including the findings of the Equality Impact Assessment)*

6.2.1 None arising directly from this report.

6.3 Sustainability impact *(including completing a Sustainability Impact Assessment)*

6.3.1 None arising directly from this report.

6.4 Other impact *(any other impacts affecting this report)*

6.4.1 None arising directly from this report.

7. Consultation *(what consultation has been undertaken, and what were the outcomes?)*

7.1 Consultations have taken place through the Joint Governance Group and Joint Leadership Team.

8. Financial and resource implications *(including asset management implications)*

8.1 The Annual Governance Statement accompanies the Statement of Accounts for 2012-2013, although this report has no direct resource implications.

9. Risk/opportunity assessment *(potential hazards or opportunities affecting corporate, service or project objectives)*

Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
Failure to regularly monitor and improve the council's governance arrangements could weaken corporate governance, impacting on service delivery.	Medium	The statement is fully supported by relevant documentation and evidence. An action plan to address areas of improvement is introduced.	Low

10. Legal and policy implications

10.1 The Accounts and Audit (Amendment) (England) Regulations 2011 require the council to prepare and publish an Annual Governance Statement.

11. Wards affected

11.1 All

12. Background papers

12.1 CIPFA Guidance on Annual Governance Statements

13. Documents attached

- Appendix A – Annual Governance Statement
- Appendix B – Action Plan