

## SOUTH HOLLAND DISTRICT COUNCIL

**Report of:** Assistant Director Finance (S151)

**To:** Governance and Audit Committee – 26 June 2014

**(Author:** Mark Finch, Assistant Director Finance (S151))

**Subject:** Draft Annual Governance Statement 2013-14

**Purpose:** To seek approval for the Annual Governance Statement prior to submission to audit.

### **Recommendations:**

- a) It is recommended that the Committee approves the Annual Governance Statement.

### **1.0 BACKGROUND**

- 1.1 Under the Council's constitution this committee is responsible for overseeing the Council's work around corporate governance. Part of that remit covers the approval of the Annual Governance Statement.
- 1.2 Councils have a responsibility for reviewing the effectiveness of their governance arrangements, with the review informing the Annual Governance Statement. The review of effectiveness is informed by the work of the executive managers within the authority who have responsibility for the development and maintenance of the governance environment, the Head of Audit and Risk Management's annual report (which is reported separately to this Committee), and also by comments made by the external auditors and other review agencies and inspectorates.
- 1.3 The Annual Governance Statement explains how South Holland District Council has complied with the code and also meets the requirements of regulation 4(2) of the Accounts and Audit Regulations 2003 as amended by the Accounts and Audit (Amendment) (England) Regulations 2011 in relation to the publication of a statement on internal control.
- 1.4 Earlier on the Agenda the committee received the Internal Audit Annual Report from the Head of Audit & Risk Management. This commented on the effectiveness of the Council's arrangements for governance, risk management and control arrangements. Findings from that report will be reflected in the Annual Governance Statement prior to finalisation of the Statement.
- 1.5 Management team have regularly reviewed governance arrangements throughout the year, including risk management arrangements, service manager assurance statements, as well as finance reports. The Annual Governance Statement draws on this work as well as the work of auditors.
- 1.6 Committee members are requested to review the draft Annual Governance Statement (appendix A), to ensure that it reflects the reports they have considered over the past year, and that it supports their general understanding of the authority's governance arrangements.

1.7 Once approved by the committee, the statement will be presented to the Leader and Chief Executive for formal sign off and submission to external audit, along with the statements of accounts.

## 2.0 **OPTIONS**

2.1 To approve the Annual Governance Statement

2.2 Make changes to the Annual Governance Statement

## 3.0 **REASONS FOR RECOMMENDATIONS**

3.1 To meet corporate governance best practice and statutory reporting requirements.

## 4.0 **EXPECTED BENEFITS AND TIMELINES**

4.1 To meet corporate governance best practice and statutory reporting requirements.

## 5.0 **IMPLICATIONS**

### 5.1 **Carbon Footprint & Environmental Issues**

5.1.1 Carbon Footprint and Environmental issues have been considered and in the opinion of the report writer, there are none.

### 5.2 **Constitution & Legal**

5.2.1 Accounts and Audit Regulations 2011

### 5.3 **Contracts**

5.3.1 Contracts issues have been considered and in the opinion of the report writer, there are none.

### 5.4 **Crime and Disorder**

5.4.1 Crime and Disorder issues have been considered and in the opinion of the report writer, there are none.

### 5.5 **Equality and Diversity & Human Rights**

5.5.1 Equality and Diversity and Human Rights issues have been considered and in the opinion of the report writer, there are none.

### 5.6 **Financial**

5.6.1 Financial issues have been considered and in the opinion of the report writer, there are none.

### 5.7 **Risk Management**

5.7.1 Risks are included in the Annual Governance Statement.

5.8 **Staffing**

5.8.1 Staffing issues have been considered and in the opinion of the report writer, there are none.

5.9 **Stakeholders / Consultation**

5.9.1 Stakeholder/Consultation issues have been considered and in the opinion of the report writer, there are none.

6.0 **WARDS/COMMUNITIES AFFECTED**

6.1 Not applicable.

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Background papers:- None

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**Appendices attached to this report:**

Appendix A – Draft Annual Governance Statement 2013-14