

TELFORD & WREKIN COUNCIL

CABINET - 31st MAY 2012

THE ANNUAL GOVERNANCE STATEMENT 2011/12

JOINT REPORT OF THE ASSISTANT DIRECTOR FINANCE, AUDIT & IG and THE MONITORING OFFICER

LEAD CABINET MEMBER – COUNCILLOR RICHARD OVERTON

1 SUMMARY OF MAIN PROPOSALS

- 1.1 For the Cabinet to agree the Annual Governance Statement 2011/12 prior to the statement being signed by the Leader and the Managing Director. The Statement will then be sent to the Audit Committee for review and approval and will accompany the 2011/12 annual accounts.

2 RECOMMENDATION

- 2.1 That members of the Cabinet agree the Annual Governance Statement 2011/12, attached as Appendix A, and note the information in the report.

3 SUMMARY IMPACT ASSESSMENT

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| COMMUNITY IMPACT | Do these proposals contribute to specific Priority Plan objective(s)? | |
| | Yes | <i>The Governance Framework encompasses the whole Council and therefore all of the Council's priorities.</i> |
| | Will the proposals impact on specific groups of people? | |
| | No | |
| TARGET COMPLETION/DELIVERY DATE | <i>Annual Governance Statement signed and ready to accompany the 2011/12 accounts by 30th June 2012.</i> | |
| FINANCIAL/VALUE FOR MONEY IMPACT | No | <i>Good governance processes support value for money in ensuring economy, efficient and effectiveness in the Council's decision making and processes.</i> |
| LEGAL ISSUES | Yes | <i>The requirement for an Annual Governance Statement is included in the Accounts and Audit (England) Regulations 2011.</i> |
| OTHER IMPACTS, RISKS & OPPORTUNITIES | Yes | <i>Good governance supports the identification and management of risks and robust control arrangements.</i> |
| IMPACT ON SPECIFIC WARDS | Yes | <i>Borough-wide impact</i> |

4 INFORMATION

- 4.1 Under the Accounts and Audit (England) Regulations 2011 the Council is required to produce an Annual Governance Statement and it is best practice that the statement is signed by the Leader and Managing Director of the Council. This statement should accompany the Annual Accounts.
- 4.2 The Annual Governance Statement for 2011/12 is attached at Appendix A and has been developed based on the requirements of the regulations and CIPFA/Solace guidance¹. The statement includes an action plan (Annex 1) to ensure that we continue to improve our existing governance arrangements.

¹ Application Note to Delivering Good Governance in Local Government: a Framework March 2010

- 4.3 The action plan attached to the 2010/11 statement (implemented during 2011/12) has been reviewed, updated to reflect current progress. The position as at 31/03/12 is attached as Appendix B to this report.
- 4.4 The Annual Governance Statement outlines that the Council has been adhering to its Local Code of Corporate Governance, continually reviewing procedures to maintain and demonstrate good corporate governance and that it has in place robust systems of internal control. The Council can be assured that during 2011/12, including during organisational changes that the existing or revised governance arrangements have continued to support proper governance. Where required changes to procedures have been agreed by SMT and changes to the Constitution have been agreed by the Council, through the Council's Constitution Committee.
- 4.5 Assurance for the annual governance statement is provided by all areas of the Council and externally by the following:
- a) Leader and Managing Director – who sign the statement;
 - b) Senior management – Managing Director, Directors, Assistant Directors;
 - c) Chief Financial Officer;
 - d) The Monitoring Officer;
 - e) Members – Scrutiny arrangements, Standards Committee, Audit Committee and other Regulatory Committees;
 - f) Internal Audit ;
 - g) Partners;
 - h) External Audit; and
 - i) Other external inspection agencies.
- 4.6 The 2011/12 Annual Governance Statement sets out the Council's governance arrangements that operated during the period – 1st April 2011 to 31st March 2012 and measures the effectiveness of them. Unitary elections took place on 5th May 2011 and new councillors were elected. A new administration was elected at the Annual Council meeting on 26th May 2011. This new administration has made changes which are reflected in this statement.

5 IMPACT ASSESSMENT – ADDITIONAL INFORMATION

N/A

6 PREVIOUS MINUTES

- 6.1 Cabinet 9th June 2009
Cabinet 8th June 2010
Cabinet 21st June 2011

7 BACKGROUND PAPERS

Local Code of Corporate Governance May 2008
Application Note to Delivering Good Governance in Local Government: a Framework March 2010
KPMG Report to those charged with governance 2010/11
KPMG Annual Audit Letter 2010/11
Annual Internal Audit Report 2011/12

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