

Corporate Governance and Audit Committee Work Programme 2022-23

Date: 28th November 2022

Report of: Chief Officer Financial Services

Report to: Corporate Governance and Audit Committee

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief summary

This report presents the work programme for the Corporate Governance and Audit Committee, setting out future business for the Committee's agenda, together with details of when items will be presented

Development and regular review of the work programme enables the Committee to manage the business appropriately in line with the risks currently facing the Council.

Recommendations

- a) Members are requested to consider and approve the work programme and meeting dates at Appendix A.

What is this report about?

- 1 This report presents the work programme for the Corporate Governance and Audit Committee.

What impact will this proposal have?

- 2 The work undertaken by the committee throughout the year will support the understanding of the internal control and risk environment and support the committee's approval of the statutory Statement of Accounts and Annual Governance Statement (the AGS).

How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing Inclusive Growth Zero Carbon

- 3 The work undertaken by the committee will provide assurance that arrangements for internal control support the delivery of the council's strategic objectives.

- 4 Following consultation with the Chair of Committee the item providing assurance in relation to the Integrated Digital Service has been deferred to the February meeting.
- 5 Following a review of the assurance provided by the items on the work programme it is noted that the Annual Assurance Report on Customer Contact and Satisfaction represents duplication of assurance on two grounds:
 - Firstly, there is assurance to the committee that the customer contact arrangements are part of our performance and risk arrangements in providing a feedback loop ; and
 - Secondly that performance issues in relation to the contact centre itself are within the terms of reference of the Scrutiny board (Strategy and Resources). Any concerns in relation to performance of the contact centre that arise through consideration of the risk or performance assurance reports can be referred to the Scrutiny Board as happened recently in respect of call waiting times.
- 6 Following discussion with the Chair of the Committee and the Director of Resources this item has therefore been removed from the work programme.

What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted? Yes No

- 7 The Work programme was approved by the Committee at its meeting in March 2022 and is presented at each meeting for the committee to consider and amend as appropriate.

What are the resource implications?

- 8 The work undertaken by the committee will provide assurance as to the appropriate use of resources to deliver the council's strategic objectives.

What are the key risks and how are they being managed?

- 9 The work undertaken by the committee will provide assurance that there are arrangements in place for the management of risk which are appropriate, proportionate, monitored and effective.

What are the legal implications?

- 10 S151 Local Government Act 1972 requires local authorities to "make arrangements for the proper administration of its financial affairs". The Accounts and Audit (England) Regulations 2015 provide that the local authority is responsible for ensuring "a sound system of internal control which facilitates the effective exercise of its functions and the achievement of its aims and objectives; ensures that the financial and operational management of the authority is effective and includes effective arrangements for the management of risk".
- 11 The work undertaken by the committee enables it to advise Council (the body charged with governance) that arrangements in place are up to date, fit for purpose, communicated and embedded, monitored and routinely complied with.

Options, timescales and measuring success

What other options were considered?

- 12 Members are invited to recommend the inclusion of further business in the work programme as necessary.

How will success be measured?

13 The Committee will provide an annual report to Council detailing how the committee has discharged its responsibilities.

What is the timetable and who will be responsible for implementation?

14 As set out at Appendix A

Appendices

- Appendix A – Work Programme of Corporate Governance and Audit Committee 2022/23

Background papers

- None