

Decision Making Statement of Internal Control

Date: 30th July 2021

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

What is this report about?

Including how it contributes to the city's and council's ambitions

- This is the annual report to the Committee concerning the Council's decision making arrangements and provides assurances that the Council's arrangements are up to date, fit for purpose, effectively communicated and routinely complied with.
- This report forms part of the Council's review of the effectiveness of its arrangements for Internal Control and will be taken into account in preparing the Annual Governance Statement which the Committee will be asked to approve.
- The arrangements set out provide a framework for transparent and accountable decision making in accordance with the Council's Corporate Governance Code and Framework.

Recommendations

- a) Members are requested to
- i.) consider and note the positive assurances set out in the Decision Making Statement of Internal Control attached as Appendix A to this report;
 - ii.) consider whether performance monitoring in respect of decisions taken under urgency procedures, and subject to call in should be reported quarterly through the Internal Audit update report.

Why is the proposal being put forward?

- 1 This is the annual report to the Committee concerning the Council's decision making arrangements.

What impact will this proposal have?

Wards affected:

Have ward members been consulted? Yes No

- 2 The report provides one of the sources of assurance as to the effectiveness of the Council's arrangements for internal control which the Committee is able to take into account when considering the approval of the Annual Governance Statement.
- 3 The report constitutes the Leader's statutory notification of special urgency decision making to Council, as the committee's terms of reference include the Council's corporate governance arrangements (including matters such as internal control and risk management.) As suggested in the statement of internal control, Members may wish to consider asking that performance monitoring in respect of decisions taken under urgency procedures are reported quarterly within the Internal Audit update report. This would enable timely consideration and response to relevant factors.

What consultation and engagement has taken place?

- 4 The recent survey of internal control has enabled the council's managers to reflect on their experience of the controls relating to decision making, to identify strengths and weaknesses, and to recommend solutions and draw attention to potential opportunities to improve arrangements. Details are set out in the review and refine section of the appendix to this report.

What are the resource implications?

- 5 The systems and processes in place to meet the requirements of the decision making framework do so from within existing resources.
- 6 The Statement of Internal Control confirms that arrangements ensure proportionate use of resource to secure open and accountable decision making.

What are the legal implications?

- 7 The Council's decision making framework meets the statutory requirements in relation to decision making and monitoring of relevant performance indicators ensures compliance.
- 8 The Statement of Internal Control confirms that arrangements have been correctly applied and meet the statutory and constitutional framework.

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

- 9 The positive assurances set out in the Statement of Internal Control show that the Council's decision making framework is fit for purpose, embedded and routinely complied with so there are no risks identified by this report in need of action over and above the described control framework..

Does this proposal support the council's three Key Pillars?

Inclusive Growth Health and Wellbeing Climate Emergency

- 10 Arrangements for the publication of decisions ensure that the Council is open and transparent in its consideration of the councils three Key Pillars.

Options, timescales and measuring success

a) What other options were considered?

- 11 The Statement of Internal Control is a valuable source of assurance for the Committee and enables democratic oversight of arrangements. No other option was therefore considered.

b) How will success be measured?

12 Relevant performance indicators are set out in the Statement of Internal Control.

c) What is the timetable for implementation?

13 The decision making framework is already in place and will remain so.

Appendices

14 A - Statement of Internal Control

Background papers

15 None