

## GWYNEDD COUNCIL

COMMITTEE	AUDIT COMMITTEE
DATE	11 FEBRUARY 2016
TITLE	SELF-ASSESSMENT OF GOVERNANCE ARRANGEMENTS
PURPOSE OF REPORT	TO PRESENT THE UPDATE OF THE SELF-ASSESSMENT OF THE COUNCIL'S GOVERNANCE ARRANGEMENTS TO THE AUDIT COMMITTEE FOR APPROVAL
AUTHOR	DEWI MORGAN, SENIOR MANAGER REVENUE AND RISK
ACTION	TO CONSIDER THE CONTENTS, OFFER COMMENT THEREON, AND APPROVE THE ASSESSMENT

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### 1. INTRODUCTION – WHAT DOES THE AUDIT COMMITTEE NEED TO DO?

- 1.1 In order fulfil its duties as "those charged with governance", it is necessary for the Audit Committee to:
- **Challenge the Senior Manager Revenue and Risk on the self-assessment of the 31 element in the Council's governance framework (in Appendix 1), and in particular the "Impact" and "Effectiveness" scores that have been identified, and the narrative that explains the justification for the score.**

### 2. SELFASSESSMENT OF THE EFFECTIVENESS OF THE GOVERNANCE ARRANGEMENTS

- 2.1 The Governance Arrangements Assessment Group has reviewed the governance self-assessment during November and December 2015. The members of the Group are the Chief Executive, the Monitoring Officer, the Head of Corporate Support, the Corporate Commission Service Senior Manager, the Delivering and Supporting Change Service Senior Manager and the Senior Manager Revenues and Risk.
- 2.2 A diagram containing the Impact and Effectiveness scores, and a narrative explanation, is included in Appendix 1. The Audit Committee needs to satisfy itself that the narrative justifying the scores is a fair reflection of the Council as far as it is aware, based on the information that it has received over the year.

### 3. CHANGES IN THE SCORES SINCE THE LAST SELF-ASSESSMENT IN MAY 2015





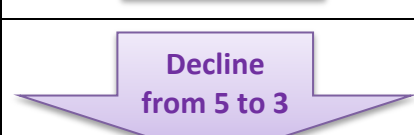
#### Impact Scores

3.1 The Governance Arrangement Assessment Group's assessment did not suggest that there is a need to change the impact ratings, because these have remained constant since May 2015 (the date of the previous review). It was noted, however:

- That the heading "The Council's Values" should change to "The Council's Culture", but retaining the same high impact score.
- That the heading "The 'Cyflawni' Arrangements" should change to "Performance Management" to reflect changes to internal arrangements.
- For clarity, the heading "External Auditor's Annual Letter" has been changed to "Response to the External Auditor's Annual Report" so that it is clear that it is the Council's response to the report (not letter) which forms part of our internal governance arrangements, not the report itself.

#### Effectiveness Scores

3.2 Five out of the 31 effectiveness scores have changed since the last self-assessment in May 2015. A summary of these changes is shown below:

<b>The Council's Culture</b> (previously The Council's Values)	 Improve from 3 to 4
<b>Engagement</b>	 Improve from 4 to 5
<b>Information Governance</b>	 Improve from 4 to 5
<b>Performance Management</b> (previously The 'Cyflawni' Arrangements)	 Improve from 4 to 5
<b>The Scrutiny Process</b>	 Decline from 5 to 3

#### **4. THE COUNCIL'S PRIORITIES**

4.1 The result of the changes described above is the following amendments to the Council's governance priorities:

- Information Governance has moved from red to orange
- Performance Management has moved from red to orange
- Engagement has moved from red to orange
- The Scrutiny Process has moved from orange to red

4.2 Therefore the Very High Priority Areas (red) are:

- The Council's Culture
- The Scrutiny Process

4.3 The High Priority Areas (orange) are:

- Performance Management
- Engagement
- Information Governance
- Integrated Public Services
- Staff Appraisal, Training and Development
- The Council's Strategic Plan
- Risk Management Arrangements
- Member Inter-relationships
- Leadership Programme
- Response to External Auditor's annual report

#### **5. RECOMMENDATION**

5.1 The Audit Committee is requested to

- Challenge the Senior Manager Revenue and Risk on the self-assessment of the 31 element in the Council's governance framework (in Appendix 1), and in particular the "Impact" and "Effectiveness" scores that have been identified, and the narrative that explains the justification for the score.