

COMMITTEE	AUDIT COMMITTEE
DATE	5 MAY 2016
TITLE	SELF-ASSESSMENT OF GOVERNANCE ARRANGEMENTS
PURPOSE OF REPORT	TO PRESENT A REVISED MATRIX THAT SHOWS THE RESULT OF THE SELF-ASSESSMENT OF THE COUNCIL'S GOVERNANCE ARRANGEMENTS FOR APPROVAL
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ACTION	TO CONSIDER THE CONTENTS, OFFER COMMENT THEREON, AND APPROVE THE MATRIX

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 new matrix (5 x 5) to be used to show the self-assessment of the 33 elements in the Council's governance framework (in the Appendix), and in particular the "Impact" and "Effectiveness" scores that have been identified.**

2. SELF-ASSESSMENT OF THE EFFECTIVENESS OF THE GOVERNANCE ARRANGEMENTS

- 2.1 For some time, the Governance Arrangements Assessment Group has undertaken a continuous review of the Council's governance arrangements. The members of the Group are the Chief Executive, the Monitoring Officer, the Head of Corporate Support, two Corporate Support Senior Managers, the Senior Manager Revenues and Risk and the Strategic Planning and Performance Manager.
- 2.2 A report on the Self-Assessment of Governance Arrangements was presented to the Committee at its last meeting, in February. That report included an update on the arrangements, including the outcome of a review that had been undertaken in December and January.
- 2.3 At that meeting, the Committee decided to approve the comments of the Management Group (Chief Executive, Directors and Heads of Department) that was a need to improve the effectiveness score of "The Council's Culture" and the effectiveness score of "The Scrutiny Process" and put both in the Amber. As a result, there are no longer any elements within the red area.

3. CHANGES SINCE THE LAST AUDIT COMMITTEE MEETING

- 3.1 Since presenting a report to February's meeting, there have been the following changes to the self-assessment:
- In its meeting in January, the Management Group suggested that the Governance Arrangements Assessment Group should consider using a 5 x 5 Impact/Effectiveness matrix rather than 10 x 10, as a means of improving the visual impact. After considering the advantages and disadvantages of the two matrices, the Governance Arrangements Assessment Group resolved that the 5 x 5 to assess governance arrangements that matrix 5 x 5 excelled a little; the new matrix appears in the Appendix.
 - When comparing the Council's Governance Framework against a checklist prepared by the Wales Audit Office, the Governance Arrangements Assessment Group was of the view that two further elements need to be added, namely **Use of Technology** and **Asset Management**.
 - It was agreed that the title "Staff Appraisal, Training and Development" should be changed to "**Workforce Planning**".
- 3.2 Since the diagram containing the Impact and effectiveness scores has been amended, it is necessary for the Audit Committee to satisfy itself that it continues to be a fair reflection of the Council as far as it is aware, on the basis of the information received over the year.
- 3.3 It is noted that although the form of the matrix has changed, the relative location of the different elements have not, except for the addition of the two new elements.

4. TIMETABLE

- 4.1 The self-assessment presented here is a key step in developing the 2016 Annual Governance Statement, which is the statement that formally reports on the results of the self-assessment of the Authority's governance arrangements.
- 4.2 The fact that the Governance Arrangements Assessment Group has met regularly during 2015/16 and that the Audit Committee has received reports and had the opportunity to challenge the work of the Group, gives a robust foundation for preparing the governance statement.
- 4.3 The governance statement will be submitted to the Audit Committee on June 23, for approval.

5. RECOMMENDATION

- 5.1 The Audit Committee is requested to
- Challenge the Senior Manager Revenue and Risk on the new matrix (5 x 5) to be used to show the self-assessment of the 33 elements in the Council's governance framework (in the Appendix), and in particular the "Impact" and "Effectiveness" scores that have been noted.