

<b>DECISION-MAKER:</b>	AUDIT COMMITTEE		
<b>SUBJECT:</b>	ANNUAL GOVERNANCE STATEMENT 2008/09 ACTION PLAN STATUS REPORT		
<b>DATE OF DECISION:</b>	25 <sup>th</sup> JANUARY 2010		
<b>REPORT OF:</b>	CAROLYN WILLIAMSON – EXECUTIVE DIRECTOR OF RESOURCES		
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<b>STATEMENT OF CONFIDENTIALITY</b>
NOT APPLICABLE

## SUMMARY

In accordance with the Accounts and Audit Regulations the Council is required to complete an Annual Governance Statement ('AGS'). The AGS is a key corporate document which is intended to provide an accurate representation of the corporate governance arrangements in place during the year and highlight those areas where improvement is required. The Council is expected to develop and monitor actions to address those areas where improvement is required.

## RECOMMENDATIONS:

- (i) That the Audit Committee notes the content of the AGS 2008-09 Action Plan Status document (Appendix 1).

## REASONS FOR REPORT RECOMMENDATIONS

1. The Audit Committee has responsibility to provide independent assurance to the Standards and Governance Committee on the adequacy of the risk management framework and the internal control and reporting environment, including (but not limited to) the reliability of the financial reporting process and the annual governance statement. This responsibility extends to receiving assurance that the actions identified to address those areas where improvement is required are being satisfactorily progressed or implemented.

## CONSULTATION

2. The Action Plan Status document has been developed by the Council's 'Controls Assurance Management Group' ("CAMG") comprising the Executive Director of Resources, Monitoring Officer, Chief Internal Auditor, Chair of the Audit Committee and the Head of Corporate Policy and Performance in accordance with their responsibility for "reviewing progress in respect of action plans to address any identified significant control weaknesses".

## ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. No alternative options have been considered.

## **DETAIL**

4. The purpose of the AGS is to provide an accurate representation of the corporate governance arrangements in place during the year and to identify or highlight any areas where gaps or improvements are required. Although the AGS is published with the authority's financial statements it is concerned with the overall corporate governance arrangements and is not confined to financial issues.
5. A robust assurance gathering process has been developed by the Council, in accordance with the guidance published by the Chartered Institute of Public Finance and Accountancy ("CIPFA") and the Society of Local Authority Chief Executives ("SOLACE"), to support the preparation of the AGS.
6. The AGS highlights the 'significant governance issues' that were identified and includes a summary of the proposed action to address the issues together with a timescale for completion.
7. An AGS Action Plan was subsequently developed by the CAMG who are responsible for "reviewing progress in respect of action plans to address any identified significant control weaknesses". In September 2009 the CAMG formally reviewed progress of the agreed AGS Action Plan.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

8. NONE

### **Revenue**

9. NONE

### **Property**

10. No specific property implications have been identified in this report.

### **Other**

11. NONE

## **LEGAL IMPLICATIONS**

### **Statutory power to undertake proposals in the report:**

12. The Audit Commission Act 1998 and the Accounts and Audit Regulations 2003 require the Council to adopt Good Governance arrangements in respect of the discharge of its functions. The above arrangements are intended to meet those responsibilities.

### **Other Legal Implications:**

13. NONE

## **POLICY FRAMEWORK IMPLICATIONS**

14. NONE

**SUPPORTING DOCUMENTATION**

**Appendices**

1.	AGS 2008-09 Action Plan Status document
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**Documents In Members' Rooms**

1.	NONE
2.	

**Background Documents**

Title of Background Paper(s)

Relevant Paragraph of the  
Access to Information  
Procedure Rules / Schedule  
12A allowing document to be  
Exempt/Confidential (if  
applicable)

1.		
2.		

**Background documents available for inspection at:** Internal Audit, Risk and Assurance Office, North Block Basement, Civic Centre

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**FORWARD PLAN No:** N/A

**KEY DECISION? N/A**

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**WARDS/COMMUNITIES AFFECTED:**

NOT APPLICABLE