

COMMITTEE: COUNCIL **REF NO: C/18/03**
DATE: 25 JULY 2018
SUBJECT: CODE OF CORPORATE GOVERNANCE & ANNUAL GOVERNANCE STATEMENT 2017/18

PORTFOLIO HOLDER: COUNCILLOR ELLESMERE

HEAD OF SERVICE: SHIRLEY JARLETT, PEOPLE & GOVERNANCE

Short description of report content and the decision requested:

Council is recommended to:

- Approve the Code of Corporate Governance;
- Approve the Annual Governance Statement for the year ended 31 March 2018;
- Authorise the Leader and Chief Executive to sign and date the Annual Governance Statement.

Ward(s) affected: N/A

List of Appendices included in this report:

- a) *Appendix 1 – Code of Corporate Governance*
- b) *Appendix 2 – Annual Governance Statement year ended 31 March 2018*

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This report was prepared after consultation with:

Internal consultees

- *Senior officers*
- *Corporate Management Team - all*
- *Councillor Ellesmere (Leader)*
- *Audit & Governance Committee*

The following policies form a context to this report:

(all relevant policies must also be referred to in the body of the report)

Building a Better Ipswich 2017

LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW

(papers relied on to write the report but which are not published and do not contain exempt information)

- 1.
- 2.
- 3.

OTHER HELPFUL PAPERS

(papers which the report author considers might be helpful – this might include published material)

- 1.
- 2.
- 3.

1. Introduction

- 1.1 This report is presented to allow Council to approve the Code of Corporate Governance and the Annual Governance Statement for year end 2017/18.
- 1.2 Council is asked to consider the Code of Corporate Governance and Annual Governance Statement and authorise the Leader of the Council and Chief Executive to sign and date the Statement.
- 1.3 The Code and Statement, together with the Statement of Accounts report are considered at the same meeting for both Audit & Governance and Council.

2. Code of Corporate Governance & Annual Governance Statement

- 2.1 The Code of Corporate Governance and Annual Governance Statement are produced annually, demonstrating that the Council has implemented a code which is consistent with the principles of the CIPFA/SOLACE Framework 'Delivering Good Governance in Local Government'.
- 2.2 The Statement explains how the Council has complied with the Code and also meets the requirements of Accounts and Audit (England) Regulations 2015, which requires all relevant bodies to prepare an annual governance statement.
- 2.3 The Code and Statement, together with the Statement of Accounts report, are considered at the same meeting for both Audit & Governance and Council.

3. Process

- 3.1 The Code of Corporate Governance and Annual Governance Statement was produced by the Performance & Projects Team in consultation with senior officers and Councillors.
- 3.2 Both documents were considered by the Audit & Governance Committee at their meeting on 19 July 2018.

4. Relevant Policies

- 4.1 Compliance with legislation.

5. Consultations

- 5.1 Consultation on both the Code and Statement has been undertaken with senior officers, all members of Corporate Management Team and Councillor Ellesmere (Leader of the Council).

6. Risk Management

| Risk Description | Consequence of risk | Risk Controls | Probability of risk occurring taking account of controls (scale 1-6) 1 – almost impossible 6 – very high | Impact of risk, if it occurred taking account of actions (scale 1 – negligible; 4 – catastrophic) | Actions to mitigate risk |
|---|---|--|---|--|---|
| The Council does not produce an annual Code of Corporate Governance and Annual Governance Statement | The Council will not have complied with its statutory requirement | Compliance with statutory requirements | 2 | 3 | Compliance with timetable Liaison with senior officers and councillors Liaison with external auditors |

7. Environmental Impact Assessment

7.1 There are no environmental implications directly associated with this report.

8. Equalities and Diversity Implications

8.1 There are no equality and diversity implications directly associated with this report.

9. Financial Considerations

9.1 There are no financial considerations associated with this report.

10. Legal Considerations

10.1 The process is regulated by the Accounts & Audit (England) Regulations 2015.

11. Performance Monitoring

11.1 The Code of Corporate Governance and Annual Governance Statement is approved annually by Council and signed and dated by the Chief Executive and Leader of the Council.

12. Recommendations

- 12.1 that Council approves the Code of Corporate Governance and Annual Governance Statement for the year ended 31 March 2018;**
- 12.2 that the Chief Executive and Council Leader be authorised to sign and date the Annual Governance Statement for the year ended 31 March 2018.**