

**Public
Key Decision – No**

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Annual Report of the Committee

Meeting/Date: Corporate Governance Committee – 27 September 2016

Executive Portfolio: Strategic Resources: Councillor J A Gray (Deputy Executive Leader)

Report by: Internal Audit & Risk Manager

Wards affected: All Wards

Executive Summary:

The Committee present an annual report to the Council on the work that it has undertaken each year. The draft annual report in respect of the year ending September 2016 is attached at Appendix 1.

The report will be presented to the 19 October Council. If after considering the report the Committee wish to make any changes, it is proposed that the Chairman approve any changes.

In preparation for the legislative changes that will bring forward to 31 July 2018 the date by which the 2017/18 Annual Accounts and Annual Governance Statement have to be approved, it is proposed that the reporting period of any future report be changed – from September to March. The next annual report will cover the year ending March 2017.

Recommendations:

It is recommended that the Committee:

1. Review the draft annual report and decide what changes, if any, they wish to make;
2. Agree that the Chairman of the Committee approve any changes to the report;
3. Agree that future annual reports be prepared and reported for each financial years.

Recommendation to Council:

Receive and comment on the Chairman's Annual Report to Council.

1. PURPOSE OF THE REPORT

- 1.1 To allow the Committee to agree its annual report to Council.

2. BACKGROUND

- 2.1 Arising from the former Corporate Governance Panels effectiveness review of 2010/11, it was agreed that it provide an annual report to Council. The report sets out the impact of the Committee's work upon the Council's internal control and governance environment.

3. ANALYSIS

- 3.1 The annual report has been prepared by the Internal Audit & Risk Manager. It summarises the work undertaken by the Committee during the year ending 30 September 2016.
- 3.2 At the time of writing the annual report, the External Auditor's International Standard on Auditing (ISA) 260 report (Communication With Those Charged With Governance) had not been received. Within the Committee annual report, under the Section 'Approving the Annual Financial Report 2015/16', there is a paragraph that deals with the External Auditors opinion on the financial statements and achievement of value for money. It will not be known if that paragraph has to be amended until the ISA 260 Report has been received.
- 3.3 To deal with this, and to allow for any other changes that the Committee wish to make, it is proposed that the Chairman of the Committee approve any changes to the report prior to its submission to Council.
- 3.4 The key assurance that the Committee provides to the Council is via the Annual Governance Statement (AGS). The AGS has to reflect the governance position of the Council at the date when the financial accounts are approved, which is currently September 2016. The Committee's annual report has traditionally covered the same period, rather than relating to the financial year end.
- 3.5 Legislation has been introduced that will bring forward to 31 July 2018 the date by which the 2017/18 annual accounts and AGS have to be approved and published. The change will also affect the publication date of the Committee's annual report. It is proposed to amend the annual reporting period from September to March. The Committee's next annual report will therefore be in respect of the year to March 2017, so effectively only covering an additional six month period.

4. WHAT ACTIONS WILL BE TAKEN

- 4.1 Once agreed, the annual report will be made available to all Council Members and presented to the October 2016 Council.

5. LINK TO THE CORPORATE PLAN

- 5.1 The report will be available on the Council's website. As such it will assist with customer engagement.

6. RESOURCE IMPLICATIONS

- 6.1 There are no direct resource implications arising from this report.

7. REASONS FOR THE RECOMMENDED DECISIONS

- 7.1 The Committee need to be satisfied that the annual report reflects their work. Changes may be required to the report once the Committee have discussed its contents. Allowing the Chairmen to approve the report, will enable any amendments to be agreed prior to the reports submission to Council.

8. LIST OF APPENDICES INCLUDED

- 8.1 Appendix 1 – Corporate Governance Committee Annual Report 2016

BACKGROUND PAPERS

Minutes and reports presented to the former Corporate Governance Panel and the Corporate Governance Committee.

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