



GA.43 11/12
Governance and Audit Committee
12 March 2012

H

Subject: Quarterly review of the Annual Governance Statement Action Plan 2010/11

Report by:	Rachel North, Director of Communities and Localism
Contact Officer:	Carol deHaney Corporate Development Officer 01427 676578 Carol.dehaney@west-lindsey.gov.uk
Purpose / Summary:	To review the progress with the Annual Governance Statement 2010/11 Action Plan.

RECOMMENDATION(S):

1) That Members note the current position with the Annual Governance Statement Action Plan for 10/11.

IMPLICATIONS

Legal:

The Annual Governance Statement details compliance with the Accounts and Audit Regulations 2003 as amended by the Accounts and Audit Regulations (amendment) (England) Regulations 2011.

Financial :

Actions included in the Annual Governance Statement will be covered by existing resources.

Staffing :

The action plan details the staff that are responsible for specific actions

Equality and Diversity including Human Rights :

None

Risk Assessment :

Risk management arrangements are part of corporate governance and issues raised under the arrangements were included within the Annual Governance Statement for this period.

Climate Related Risks and Opportunities :

None

Title and Location of any Background Papers used in the preparation of this report:

Annual Governance Statement and Action Plan file in Business Improvement.

Call in and Urgency:

Is the decision one which Rule 14 of the Scrutiny Procedure Rules apply?

Yes

No

Key Decision:

Yes

No

1. Information

- 1.1 The Annual Governance Statement is the formal statement of the quality of the Council's governance arrangements, in accordance with the Accounts and Audit (England) Regulations 2011,
- 1.2 The Governance and Audit Committee in June 2011 agreed the Annual Governance Statement for 2010/11, and noted that an action plan would be put in place to address the significant issues.

2. Significant Issues 2010/11

- 2.1 The significant issues that were identified for development were:
 - Member Training and Development
 - Scrutiny
 - Financial Statements
 - Outcome Performance Management
 - Partnerships
 - Risk Management
 - Value for Money and
 - Transformation

3. The Action Plan

- 3.1 The Action Plan is attached at Appendix 1 and shows the current position with work to develop the issues that have been identified.
- 3.2 Members have also requested information on the current position on area working and this is included in the transformation update.
- 3.4 The Action plan also details the actions that are needed in order to satisfy the governance issues as identified.

**Governance and Audit Committee
Annual Governance Statement 2011/12 - Action Plan**

Author: Alex Reeks

Purpose:

To consider progress on the actions to address the issues identified in the Annual Governance Statement 2010/11.

Annual Governance Statement Issues

- Financial Statements
- Member Training and Development
- Overview and Scrutiny
- Value for Money
- Outcome Performance Management
- Partnerships
- Risk Management
- Transformation

Recommendation: That members note the progress.

Ref	Issue	Outcome	Action Required	Due Date	Comments	Assigned To
BRAG status - Black– actions achieved						
1.	Financial Statements	That the financial statements comply with the Statement of Recommended Practice with good quality background and supporting papers.		31/3/12	<p>Extract from 2010/11 Audit Letter</p> <p>The financial statements were prepared for the first time on the basis of the International Financial Reporting Standards (IFRS), and the work involved in their preparation and auditing has increased considerably. For West Lindsey District Council to meet the deadline for 2010/11 shows good progress from the problems in 2009/10, which I reported in last year's Annual Audit Letter. Officers accept that further progress needs to be made in order to deal with the issues that my audit highlighted, and are determined to build on this year's improvement.</p> <p>The Finance team expects to continue the improvement for the 2011/12 financial Statements.</p> <p>With the encouraging words from the</p>	Russell Stone

Ref	Issue	Outcome	Action Required	Due Date	Comments	Assigned To
					Audit Letter, this action is deemed to be completed.	
BRAG Status – Amber - Not yet Achieved						
2.	Member Training and Development	All members to have personal development plans that meet their needs. Leaders' commitment to member development. A member development plan	<ol style="list-style-type: none"> 1. Identify member training needs from a Council and individual perspective. 2. Secure appropriate training 3. Facilitate improved attendance 4. Progress and outcome delivery review report 	31/3/12	The member development plan is scheduled on the Forward Plan for approval by Policy and Resources Committee on the 29/03/2012.	Elaine Pepper/ Alan Robinson
3.	Overview and Scrutiny	There are good levels of challenge and overview that drive improvement and prevent the need for call in and scrutiny, adding value to the decision making process	<ol style="list-style-type: none"> 1. Schedule committees appropriately 2. Identify Committee Priorities 3. Progress and outcome 	31/3/12	<p>The new committee timetable has Challenge and Improvement Committee scheduled for pre-scrutiny of policies in development and post scrutiny of performance and financial reporting.</p> <p>An annual report identifying the work of the Challenge and Improvement</p>	Alex Reeks

Ref	Issue	Outcome	Action Required	Due Date	Comments	Assigned To
			delivery review report		committee to date is scheduled for 14 th May.	
4.	Value for Money	The Council provides services that are efficient, effective and economic	<ol style="list-style-type: none"> 1. Schedule committees appropriately 2. Measures to demonstrate value for money to be included in the delivery and progress reports with baseline data and targets 3. A report assessing our progress on value for money to be provided to evidence achievement 	31/3/12	<p>Delivery and Progress Reports have drafted and are scheduled to go through the committee cycle during April.</p> <p>The reports either include baseline data and targets or dates for identifying them.</p> <p>Resources from the Business Improvement team will support value for money improvements</p>	Directors
5.	Outcome performance management	That performance management measures the difference that has been made rather than the outputs that have been delivered.	<ol style="list-style-type: none"> 1. Progress and Delivery reports to include measures which demonstrate delivery of outcomes with baseline data and targets 2. Assurance on the delivery of outcomes to be considered in the Internal 	31/3/12	<p>The corporate plan focuses on the achievement of specific outcomes and priority areas and the refresh will strengthen this focus.</p> <p>A new performance report is due through the committee cycle in April 2012 for consideration of the measures proposed.</p>	Alex Reeks

Ref	Issue	Outcome	Action Required	Due Date	Comments	Assigned To
			audit workplan for 2012.			
6.	Partnerships	That partnerships make a difference to the way that we work and relevant partnerships are developed to deliver outcomes.	<ol style="list-style-type: none"> 1. Map current Partnerships 2. Review partnership contribution to the delivery of outcomes 3. Report on partnership contribution to the delivery of outcomes to be scheduled 	31/3/12	<p>Mapping of current partnerships has been completed with Lincolnshire County Council.</p> <p>This year we have delivered a new Corporate Plan and are now developing more specific outcome focussed partnerships, for example around areas such as health and probation.</p> <p>The report on partnership contribution to the delivery of outcomes is proposed for next financial year.</p> <p>The Council has decided to concentrate on developing better relationships with key partners on a systematic basis. To this end a strategic relationship with Lincolnshire County Council has been developed – from which a number of thematic projects are developing. e.g. Funding for new models of Independent Living , active support for the Localism programme with senior officers 'buddying up with WLDC Area Managers</p>	Rachel North

Ref	Issue	Outcome	Action Required	Due Date	Comments	Assigned To
					<p>and the first joint WLDC and LCC Residents Newsletter is being developed for distribution.</p> <p>Meeting with the Lincolnshire Partnership Foundation Trust and the Lincolnshire Police are similarly building a strong relationship on which to develop potential joint projects.</p>	
7.	Risk Management	Risk management is embedded and informs the corporate plan, focussing on the achievement of the strategic aims and determined outcomes.	<ol style="list-style-type: none"> 1. Risk appetite training to be undertaken 2. Guidance on the management of risk and the approved process to be developed 3. Revised risk management strategy 4. Development of an approved risk assurance framework 5. Training on risk management to be undertaken 6. Internal audit report on risk 	31/3/12	Internal Audit are to undertake a further review of risk management in the Authority and risk appetite training is being delivered to WMT and to Leaders Panel.	Carol deHaney

Ref	Issue	Outcome	Action Required	Due Date	Comments	Assigned To
			management			
BRAG Status – Green – Not due for completion						
8.	Transformation	The transformation agenda successfully delivers new ways of working and achieves corporate plan.	<ol style="list-style-type: none"> 1. Delivery of New ways of Working 2. Delivery of the Localism Programme 3. Delivery of the Income and Trading Programme 4. Delivery of the Organising for Delivery Programme 5. Delivery of the Organisational Development Plan 6. Review of the Governance Framework 	<p>March 2013</p> <p>June 2012</p>	<ol style="list-style-type: none"> 1. Delivered 2. Programme on track (see below). 3. Scoping has commenced with further work required. 4. The Organising for Delivery Programme is on track, currently in stage 3 which is a 30 day consultation period until 17th March 2012. Stage 4 which will go into next financial year will focus on training and development to support the reorganisation 5. OD programme is on track. Member development chapter due for approval by Policy and Resources Committee on 29/03/2012 6. Governance framework development programme on track, update report scheduled for June meeting of Governance 	Manjeet Gill

Ref	Issue	Outcome	Action Required	Due Date	Comments	Assigned To
					<p>and Audit Committee.</p> <p>Localism Programme</p> <p>Key milestones - Work well underway</p> <ul style="list-style-type: none"> • Monthly Board established • Fortnightly officer meeting driving actions • Wide number of project strands scoped and project action plans developed to maintain momentum • Success measures developed for consultation with Members • Community Action and Volunteering and Olympic and Diamond Jubilee Fund launched • Community Asset Fund procurement at final stages • Publicity campaign in local press started • Design Council and Lloyds TSB bids for work in ex MOD villages successful • All Area Summit dates now booked (2 Summits complete) • Bi-monthly meetings between Area Managers with Ward Councillors in place – identifying Fund panel members 	

Ref	Issue	Outcome	Action Required	Due Date	Comments	Assigned To
					<ul style="list-style-type: none"> <li data-bbox="1424 316 1861 379">Strategic Review of Voluntary Sector started 	