
NON-EXEMPT

HAVANT BOROUGH COUNCIL

AUDIT & FINANCE COMMITTEE

10 July 2023

CORPORATE GOVERNANCE & RISK POLICY

FOR DECISION

Portfolio Holder: Cllr Bowdell

Key Decision: No

Report Number: HBC/020/2023

1. Purpose

- 1.1. This paper is submitted to Audit & Finance Committee for approval of the Corporate Governance & Risk Policy, incorporating the Local Code of Corporate Governance.
- 1.2. In addition an update has been provided on the Risk Management Framework and the Committee has been provided with a summary of the current corporate risks as per the Corporate Risk Register.

2. Recommendation

- 2.1. Members are requested to:
 - a. Approve the Corporate Governance & Risk Policy
 - b. Approve the Local Code of Corporate Governance
 - c. Note the Risk Management Framework and the latest top corporate risks as per the Corporate Risk Register.

3. Executive Summary

- 3.1. The CIPFA/SOLACE framework 'Delivering Good Governance in Local

Government' urges local authorities to maintain a Local Code of Corporate Governance by which to measure effectiveness against each year as part of the Annual Governance Statement. The Local Code of Corporate Governance is part of the Corporate Governance and Risk Policy which has been reviewed and is bought forward annually for review and approval.

- 3.2. In addition, in order to improve awareness the Risk Management Framework, which is the guidance document provided to officers within the organisation for how to manage business risk has been reviewed and updated and is provided to the Committee for noting. Alongside the risk management framework the current risks on the Corporate Risk Register have been provided. These are the risk that are currently being closely managed and will be reported to the Committee on a quarterly basis for noting.
- 3.3. Part of the Audit Committee's remit is to assess the effectiveness of internal controls, risk management, and governance arrangements in place and this includes to be satisfied that the authority's assurance statements, properly reflect the risk environment and any actions required to improve it, and demonstrate how governance supports the achievements of the authority's objectives'¹

4. Additional Budgetary Implications

- 4.1. None.

5. Background and relationship to Corporate Strategy and/or Business Plans

- 5.1. Corporate governance comprises the systems and values by which Havant Borough Council is directed and controlled and through which it is accountable. To demonstrate compliance with the principles of good corporate governance, Havant Borough Council must ensure that it does the right things and in the right way. The Council must also ensure that this is done in a timely, inclusive, open, honest and accountable manner.

¹ CIPFA guidance note for local authorities 'Audit Committees' (2013)

6. Options considered

- 6.1. The Council is required to have robust Governance processes in place and the Corporate Governance & Risk policy articulate these processes including the maintenance of a Local Code of Corporate Governance which is reported against in the Annual Governance Statement.

7. Resource Implications

- 7.1. Financial Implications – none

Section 151 Officer comments

Date: 27 June 2023

The proposed Corporate Governance and Risk Policy provides a clear statement on how Havant Borough Council approaches and manages significant risks within the authority and is key document as part of our assurance framework.

The Local Code of Corporate Governance forms a further part of this framework and further strengthens our position on good governance and helps the authority to manage governance and risk more stringently

I approve both documents

Steven Pink – Chief Finance Officer (S151)

- 7.2. Human Resources – none.
- 7.3. Information Governance Implications – none
- 7.4. Climate and environmental implications - none
- 7.5. Other resource implications – none.

8. Legal Implications

- 8.1. The review and approval of the Corporate Governance & Risk Policy as well as Local Code of Corporate Governance details the governance framework, including the key elements of the Council's governance arrangements.

Monitoring Officer comments

Date: 29/06/23

The Local Code of corporate governance helps ensure that the Council's business is conducted in accordance with the law and proper standards.

The Council must ensure that public money is safeguarded and properly accounted for, and that it also provides value for money. We have to effectively manage risks, and put in place proper arrangements for the governance of our affairs.

These key documents provide that assurance framework

Jo McIntosh, Monitoring Officer - 29 June 2023

9. Risks

- 9.1. The document is a vital part of ensuring that Council business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively.

10. Consultation

- 10.1. The Corporate Governance & Risk Policy has been shared with the Executive Leadership Team.

11. Communication

- 11.1. Once approved by Audit & Finance Committee the final version will be published on the HBC website.

12. Appendices

- 12.1. Appendix A – Corporate Governance & Risk Policy
- 12.2. Appendix 1 – Risk Matrix and Appetite
- 12.3. Appendix 2 – Risk Management Framework
- 12.4. Appendix 3 – Local Code of Corporate Governance
- 12.5. Appendix 4 – Top current risks as listed on Corporate Risk Register.

13. Background papers

- 13.1. None.

Agreed and signed off by:

Executive Head: Matt Goodwin 27 June 2023

Cabinet Lead: Cllr Bowdell 26 June 2023

Monitoring Officer: Jo McIntosh 29 June 2023

Section 151 Officer: Steven Pink 27 June 2023