

**TO:** Cambridgeshire and Peterborough Fire Authority

**FROM:** Deputy Chief Executive - Matthew Warren

**PRESENTING OFFICER(S):** Deputy Chief Executive Matthew Warren

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## **DRAFT ANNUAL GOVERNANCE STATEMENT 2018/19**

### **1. Purpose**

- 1.1 To provide the Fire Authority with a draft Annual Governance Statement (AGS) for 2018/19 for approval.

### **2. Recommendation**

- 2.1 The Authority is asked to approve the AGS attached at **Appendix 1** for external publication.

### **3. Risk Assessment**

- 3.1 **Legal** – the Authority has a responsibility to comply with the Accounts and Audit Regulations 2011, as well having regard to the CIPFA/SOLACE framework: Delivering Good Governance in Local Government. The AGS sets out how we comply with the legislation and framework, identifying any areas for improvement in the coming year.

### **4. Background**

- 4.1 The Accounts and Audit Regulations 2011 set out requirements relating to the Authority's systems of internal control and the annual review and reporting of those systems.
- 4.2 The regulation requires all local authorities to have a sound system of internal control, which includes how risks are managed. Additionally all local authorities must conduct a review of their internal control effectiveness at least annually. Following this review, the Authority must approve an AGS that accompanies the Statement of Accounts.

### **5. Governance**

- 5.1 Governance is about doing the right things, in the right way, for the right people, in a timely, inclusive, open, honest and accountable manner. Good governance underpins good performance, stewardship of public money and public

engagement; ultimately, good governance enables good outcomes for citizens and service users.

5.2 The CIPFA/SOLACE framework provides a structure on how local authorities approach governance. The framework, updated in 2012, provides guidance on the structure and layout of an AGS which we have referenced during production of Appendix 1.

5.3 The framework sets out the following governance requirements that an authority must ensure are in place;

- its policies are implemented in practice,
- its values and ethical standards are met,
- laws and regulations are complied with,
- required processes are adhered to,
- financial statements and other published information are accurate and reliable,
- human, financial and other resources are managed effectively and efficiently,
- high quality services are delivered efficiently and effectively.

5.4 In order to meet the framework, local authorities are expected to do the following;

- review the existing arrangements against the framework,
- maintain a local code of governance including arrangements for ensuring its on-going application and effectiveness,
- prepare an AGS in order to report publicly on the extent to which they comply with their own code on an annual basis, including how they have monitored the effectiveness of their governance arrangements in the year and on any planned changes in the next period.

5.5 In accordance with the current Authority Terms of Reference the AGS was reviewed by the Overview and Scrutiny Committee on 28 May 2019; Members made no changes to the content.

## BIBLIOGRAPHY

Source Document	Location	Contact Officer
CIPFA/SOLACE framework: Delivering Good Governance in Local Government	Hinchingbrooke Cottage Brampton Road Huntingdon	Matthew Warren 01480 444619 <a href="mailto:matthew.warren@cambsfire.gov.uk">matthew.warren@cambsfire.gov.uk</a>
Overview and Scrutiny Committee Minutes 28 May 2019	Democratic Services Cambridgeshire County Council	Dan Snowdon 01223 666177 <a href="mailto:daniel.snowdon@cambridgeshire.gov.uk">daniel.snowdon@cambridgeshire.gov.uk</a>