

Report of the Section 151 Officer

Council – 24 August 2017

ANNUAL GOVERNANCE STATEMENT 2016/17

Purpose:	To present the annual review of governance arrangements for 2016/17 for approval and to provide Council with copies of two letters of representation returned to the Wales Audit Office completed by those charged with governance and management for the City & County of Swansea and the City & County of Swansea Pension Fund for information.
Policy Framework:	None
Consultation:	Audit Committee, Legal, Finance and Access to Services.
Recommendation(s):	It is recommended that Council approve the Annual Governance Statement 2016/17 and note the Letters of Representation.
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Finance Officer:	Simon Cockings
Legal Officer:	Tracey Meredith
Access to Services Officer:	Sherill Hopkins

1. Introduction

- 1.1 The Council is required by the Accounts and Audit (Wales) Regulations 2014 to undertake a review of its governance arrangements, at least annually. The review is intended to show how the Council has complied with its Code of Corporate Governance.
- 1.2 The review of governance is brought together in the Annual Governance Statement (AGS) which is to accompany the Council's Annual Statement of Accounts. The AGS is an important document in providing assurance to the Council, stakeholders and public regarding the corporate governance arrangements.

- 1.3 The Regulations accept that the Annual Governance Statement represents proper practice in relation to the provision of a statement on internal control. Therefore this report presents the Annual Governance Statement to Council for approval.

2. Annual Governance Statement

- 2.1 The Annual Governance Statement 2016/17 is attached in Appendix 1. The Statement has been prepared by the Chief Auditor and has been subject to consultation with Audit Committee and Wales Audit Office as the Council's external auditors.
- 2.2 Following approval by Council, the Annual Governance Statement will be signed by the Leader and Chief Executive and will be published to accompany the Annual Statement of Accounts 2016/17.

3 Letters of Representation

- 3.1 Audit enquiry letters were received from the Wales Audit Office formally seeking documented consideration and understanding on a number of governance areas that impact on the audit of the financial statements for both the City and County of Swansea and the City and County of Swansea Pension Fund.
- 3.2 The considerations were relevant to both the management and those charged with governance of the City and County of Swansea and the City and County of Swansea Pension Fund.
- 3.3 The responses have been compiled by the Head of Financial Services & Service Centre (City and County of Swansea) and the Chief Treasury & Technical Officer (City and County of Swansea Pension Fund) with specific review and comment from the Chief Internal Auditor.
- 3.4 Both responses have also been formally considered by officers charged with governance and the Corporate Management Team including both the Chief Executive and the Monitoring Officer.
- 3.5 Copies of the responses provided to the Wales Audit Office may be found in Appendix 2 (City and County of Swansea) and Appendix 3 (City and County of Swansea Pension Fund) attached for information.

4. Equality and Engagement Implications

- 4.1 There are no equality and engagement implications associated with this report.

5. Financial Implications

5.1 There are no financial implications associated with this report.

6. Legal Implications

6.1 Production of the Annual Governance Statement is required under the Accounts and Audit (Wales) Regulations 2014 and supports the Annual Statement of Accounts.

Background Papers: None

Appendices: Appendix 1 - Annual Governance Statement 2016/17
Appendix 2 - Letter of Representation for the City and County of Swansea.
Appendix 3 – Letter of Representation for the City and County of Swansea Pension Fund.