

DRAFT Annual Governance Statement 2016/17

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2016/17 Annual Governance Statement

1.0 Scope of Responsibility

North Tyneside Council is responsible for ensuring that its business is conducted in accordance with the law and proper accounting standards. It must make sure that public money is safeguarded and properly accounted for, and is used economically, efficiently and effectively. North Tyneside Council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

In discharging this overall responsibility, North Tyneside Council is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, which includes arrangements for the management of risk.

North Tyneside Council has approved and adopted a Code of Corporate Governance, which is consistent with the principles of the CIPFA/SOLACE "Framework Delivering Good Governance in Local Government". A copy of the Code can be found on our website or can be obtained from Legal Services. This Statement explains how North Tyneside Council has complied with the code and also meets the requirements of regulation 6(1)(a) of the Accounts and Audit Regulations 2015 in relation to the publication the Annual Governance Statement (AGS).

2.0 The purpose of the governance framework

The governance framework comprises the systems, processes, culture and values by which the Authority is directed and controlled. It sets out the activities through which it accounts to, engages with and leads the community. It enables the Authority to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost effective services.

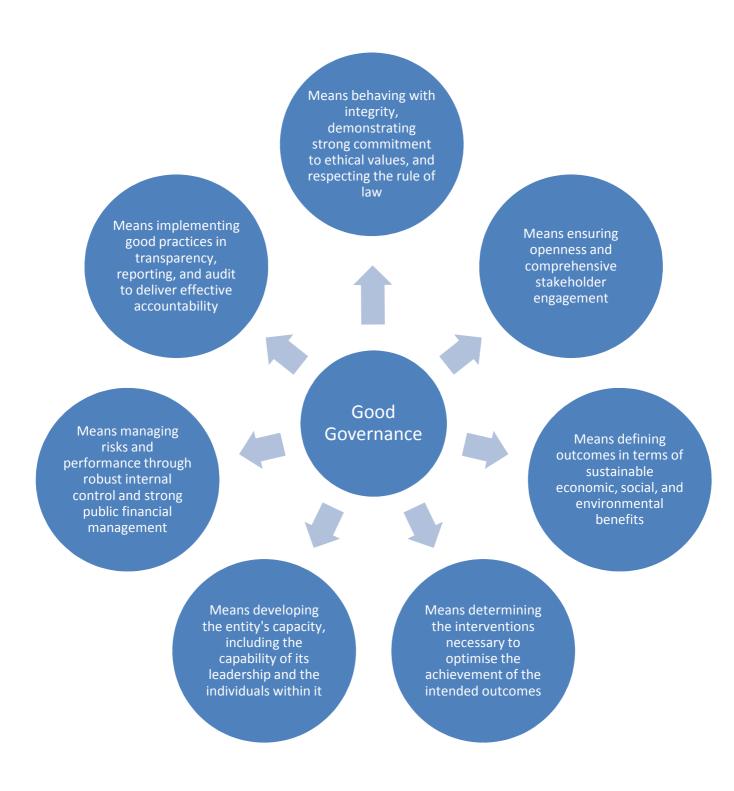
The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of North Tyneside Council's policies, aims and objectives. By evaluating the likelihood of those risks being realised and the impact should they be realised, it allows the Authority to manage them efficiently, effectively and economically.

An Annual Report is produced by the Chief Internal Auditor, part of which provides an opinion from Internal Audit on the overall adequacy and effectiveness of the Authority's control environment. This Statement includes any control issues that the Chief Internal Auditor has deemed significant and should be included within the AGS. These are identified where appropriate, and referenced to the Annual Audit Report.

The governance framework has been in place at North Tyneside Council for the year ended 31 March 2017 and up to the date of approval of the Annual Financial Report.

3.0 The governance framework

The governance framework is based on the core principles of corporate governance included in the CIPFA/SOLACE Framework. These principles are underpinned by key features that need to be in place to allow an Authority to demonstrate that they comply with these principles. The diagram below sets out the seven fundamental principles:



The key features that underpin each of the core principles, together with examples of how the Authority achieves them are outlined in the following diagrams.

1. CORE PRINCIPLE

Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law

SUPPORTING PRINCIPLE

Behaving with integrity

SUPPORTING PRINCIPLE

Demonstrating strong commitment to ethical values

SUPPORTING PRINCIPLE

Respecting the rule of law

EXAMPLES OF HOW THIS IS ACHIEVED

Code of Conduct for Members & employees

Member Development Programme

Leadership Forum

Individual Performance Reviews

Declarations of interests made at meetings

Standards Committee

Register of interests (Members & staff)

EXAMPLES OF HOW THIS IS ACHIEVED

Organisation value statement is in place

Appraisal processes takes account of values & ethical behaviour

Procurement policy

Protocols for partnership working

Regular monitoring of Health & Safety, Equality & Diversity

EXAMPLES OF HOW THIS IS ACHIEVED

The Constitution

Governance arrangements & Scheme of Delegations in place across the Authority

Job descriptions

Committee support

Compliance with CIPFA's Statement on the Role of the Chief Financial Officer in Local Government

Statutory provisions

Monitoring Officer provisions

Ensuring openness and comprehensive stakeholder engagement

SUPPORTING PRINCIPLE

Openness

SUPPORTING PRINCIPLE

Engaging comprehensively with institutional stakeholders

SUPPORTING PRINCIPLE

Engaging with individual citizens and service users effectively

EXAMPLES OF HOW THIS IS ACHIEVED

Annual Financial Report

Freedom of Information Act publication scheme

Online Council Tax information

Authority website

Compliance with Transparency Code

Record of decision making and supporting materials

Report pro-formas

Record of professional advice in reaching decisions

Mayor's Listening Events

EXAMPLES OF HOW THIS IS ACHIEVED

Engagement Strategy

Partnership framework

Partnership protocols

Record of public consultations

EXAMPLES OF HOW THIS IS ACHIEVED

Community Conversations hosted by local Councillors

Wide programme of engagement on full range of services regularly reported to SLT and Cabinet Members

Mayor's Listening Events

Tenant & Leaseholder Involvement Strategy

Authority's website & use of social media

Joint Strategic Needs Assessment

Defining outcomes in terms of sustainable economic, social, and environmental benefit

SUPPORTING PRINCIPLE

Defining outcomes

SUPPORTING PRINCIPLE

Sustainable economic, social and environmental benefits

EXAMPLES OF HOW THIS IS ACHIEVED

Our North Tyneside Plan 2016-2019

Creating a Brighter Future Programme

Joint Strategic Needs Assessment

Health & Wellbeing Strategy

North Tyneside Strategic Partnership

Service Plans

Change Programme Board

Performance Management Framework

Community engagement and involvement

EXAMPLES OF HOW THIS IS ACHIEVED

The Investment Plan

Capital Investment Strategy

Strategic Property Group & Investment Programme Board

Corporate Performance Management

External Audit review

Regular budget monitoring

Record of decision making and supporting materials

Determining the interventions necessary to optimise the achievement of the intended outcomes

SUPPORTING PRINCIPLE

Determining interventions

SUPPORTING PRINCIPLE

Planning interventions

SUPPORTING PRINCIPLE

Optimising achievement of intended outcomes

EXAMPLES OF HOW THIS IS ACHIEVED

Budget monitoring to Cabinet & Finance Sub-Committee

Regular meetings between Cabinet Members and Senior Officers

Service & Corporate Performance Reports

Officer attendance, support and advice for the various Committees and Sub-Committees of the Authority

Evidence based policy making

EXAMPLES OF HOW THIS IS ACHIEVED

All Council and Committee reports include a risk management section

Risks jointly owned by Senior Leadership Team and Cabinet. Progress on risk management is reported to Cabinet on a regular basis

Partnership framework

Communication strategy

Budget guidance and protocols

Corporate plans

EXAMPLES OF HOW THIS IS ACHIEVED

Feedback surveys

Budgeting guidance and protocols

Financial strategy

Service plans

Corporate plans

Developing the entity's capacity, including the capability of its leadership and the individuals within it

SUPPORTING PRINCIPLE

Developing the entity's capacity

EXAMPLES OF HOW THIS IS ACHIEVED

Council Plan

Service Plans

Workforce plan

Organisational development plan

Member Development Programme

Shared Services Management Board

Protocols on Member/Officer Relations

SUPPORTING PRINCIPLE

Developing the capability of the entity's leadership and other individuals

EXAMPLES OF HOW THIS IS ACHIEVED

Learning & Development Framework

Member Development Programme

Leaders for the 21st Century Programme

Managers Development Programme

Releasing the Potential of the Workforce Programme

Leadership Forum

Appropriate training

Working with Members training

Managing risks and performance through robust internal control and strong public financial management

SUPPORTING PRINCIPLE

Managing risk

SUPPORTING PRINCIPLE

Managing performance

SUPPORTING PRINCIPLE

Robust internal control

EXAMPLES OF HOW THIS IS ACHIEVED

Risk management procedures and protocol in place

Risk management is undertaken at strategic, corporate and operational level

Risks jointly owned by Senior Leadership Team and Cabinet. Progress on risk management is reported to Cabinet on a regular basis

Corporate whistle blowing policy in place

All Council and Committee reports include a risk management section

EXAMPLES OF HOW THIS IS ACHIEVED

Rigorous clearance process for Cabinet and Council reports

Calendar of dates for submitting, publishing and distributing timely reports

Publication of agendas and minutes of meetings

Agreement on the information that will be needed and timescales

Financial standards, guidance

Financial regulations and standing orders

EXAMPLES OF HOW THIS IS ACHIEVED

Risk management strategy

Audit plan

Audit reports

Risk management strategy and policy in place

Annual Governance Statement

Audit Committee in place

Scheme of delegation is in place

6. CORE PRINCIPLE (continued)

Managing risks and performance through robust internal control and strong public financial management

SUPPORTING PRINCIPLE

Managing data

EXAMPLES OF HOW THIS IS ACHIEVED

Data management framework and procedures

Designated data protection officer

Data protection policies and procedures

Data quality procedures and reports

Data validation procedures

E-learning in place

Strategic Information Management Forum

Information Management Strategy

SUPPORTING PRINCIPLE

Strong public financial management

EXAMPLES OF HOW THIS IS ACHIEVED

Budget monitoring reports

Internal Audits

External Audits

Annual financial report

Implementing good practice in transparency, reporting, and audit to deliver effective accountability

SUPPORTING PRINCIPLE

Implementing good practice in transparency

SUPPORTING PRINCIPLE

Implementing good practices in reporting

SUPPORTING PRINCIPLE

Assurance and effective accountability

EXAMPLES OF HOW THIS IS ACHIEVED

Consultation during budget process

Website

Annual report

Compliance with Transparency Code

EXAMPLES OF HOW THIS IS ACHIEVED

Annual financial statements which include key points raised by external scrutineers

Annual Governance Statement

Format follows best practice

EXAMPLES OF HOW THIS IS ACHIEVED

Recommendations have informed positive improvement

Annual Governance Statement

Standards Committee

External Audit completion reports

Compliance with CIPFA's Statement on the Role of the Head of Internal Audit

4.0 Review of effectiveness

North Tyneside Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of the Chief Executive, Deputy Chief Executive, Director of Public Health and Heads of Service within the Authority who have responsibility for the development and maintenance of the governance environment.

Listed below are the processes that are applied in maintaining and reviewing the effectiveness of the governance framework on a continuing basis:

- The Full Council The Full Council is responsible within the scope of its responsibilities under law, for ensuring that the Authority's business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, effectively and efficiently. All reports to Full Council document the financial, legal and operational implications of the decisions to be made. Reports are reviewed to ensure there are no governance issues identified or, where such an issue is identified, to ensure that it is appropriately addressed. The Elected Mayor, the Chief Executive and Chair of Council have signed this document;
- The Council's Executive The Council's Executive comprising the Elected Mayor and Cabinet is responsible, within the scope of its responsibilities under the law, for ensuring that the Authority's business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, effectively and efficiently. All reports to Cabinet document the financial, legal and operational implications of the decisions to be made. Reports are reviewed to ensure there are no governance issues identified or, where such an issue is identified, to ensure that it is appropriately addressed. The findings of the AGS are reported to, and discussed with, the Elected Mayor;
- **Head of Paid Service** The Head of Paid Service is responsible for the corporate and overall strategic management of the Authority's staff in accordance with Section 4 of the Local Government and Housing Act 1989;
- Chief Finance Officer The Chief Finance Officer (CFO) has statutory duties in relation to the financial administration and stewardship of the Authority arising from Section 151 of the Local Government Act 1972. The CFO has completed a governance statement which outlines the arrangements that are required to ensure that the CFO duties can be carried out effectively. The statement is based on "The Role of the Chief Finance Officer" published by CIPFA;
- Monitoring Officer The Monitoring Officer has responsibility for promoting and maintaining high standards of conduct and reporting any actual or potential breaches of the law or maladministration to the full Council and/or to the Cabinet as set out in Section 5(2) of the Local Government and Housing Act 1989;
- The Senior Leadership Team The Senior Leadership Team acts as the organisation's overall 'management board', providing strategic direction to

enable the business of the Authority to be undertaken. The Team provides ultimate assurance to the Cabinet and non-executive Members in relation to the governance arrangements in place. The AGS is reviewed by the Senior Leadership Team as part of the production of the Statement;

- The Audit Committee The Audit Committee improves corporate governance by reviewing the stewardship of the Authority's resources. The Audit Committee enhances the profile of audit throughout the Authority and enables it to be strong and effective. The findings of the annual governance review are reported to the Audit Committee. The terms of reference of the Audit Committee state that they receive the information necessary to undertake an annual review of the effectiveness of the Authority's system of internal control, will agree the methodology for the preparation of the AGS and will monitor the action plan prepared to address the issues identified in the AGS;
- Overview, Scrutiny & Policy Development The Overview, Scrutiny & Policy Development Committee is about improving services for the people of North Tyneside by influencing decision makers. This is achieved by: acting as a critical friend to the Elected Mayor and Cabinet, investigating issues of interest and concern to communities within North Tyneside, involving communities in its work and making recommendations to decision makers on how services can be improved. There are currently seven Overview, Scrutiny & Policy Development sub-committees which cover all Authority services:
 - Finance:
 - Adult Social Care, Health and Well Being;
 - Children, Education, and Skills;
 - Environment;
 - Economic Prosperity:
 - Housing; and
 - Culture & Leisure
- Standards Committee The Standards Committee is responsible for the
 promotion and maintenance of high ethical standards within the Authority,
 helping to secure adherence to the Members' Code of Conduct, monitoring the
 operation of the Code within North Tyneside, the provision of training to
 members in relation to the Code and to requirements for disclosure of interests.
 The Committee also promotes and reviews the Whistleblowing Policy for
 Members and conducts hearings following investigation and determines
 complaints made against Councillors in respect of alleged breaches of the
 Code of Conduct (including following requests for review);
- Health & Wellbeing Board The Health & Wellbeing Board is in place to ensure that there is an integrated approach to the provision of health and social care services in the area. The Board is responsible for: encouraging the commissioners of health and social care services to work in an integrated manner to improve the health and wellbeing of people in the area, including the making of joint arrangements; preparing a Joint Strategic Needs Assessment, Joint Health and Wellbeing Strategy and Pharmaceutical Needs Assessment; and encouraging the commissioners of health-related services, such as housing, to work closely with the Board and the commissioners of health and social care services. The Council's Director of Public Health and statutory

Director of Adult Social Services and Children's Services form part of the Health & Wellbeing Board;

- Corporate Assurance Group The Corporate Assurance Group consists of the Chief Executive, Deputy Chief Executive, statutory Director of Adult Social Services and Children's Services. The Group not only provides adequate and regular assurance for the statutory functions for Adult and Children's Services, but enables a strategic discussion of trends, pressures, special measures for specific establishments/service areas or client groups. It also enables the performance, engagement and resource commitment of partners to be kept under review, as well as providing a regular link with the Safeguarding Board Chairs. A primary function of the Group is to provide the evidence by which the Chief Executive, Elected Mayor and Cabinet Members fulfil their statutory responsibilities to adults and children within the borough in both a retrospective scrutiny of performance and a forward view of pressures and challenges facing the services which will inform corporate decisions on resources and capacity;
- Internal Audit Internal Audit plays a key role in the assessment of the control
 environment. Although part of the Authority's overall control framework, Internal
 Audit is not a substitute for effective internal control. The Chief Internal Auditor
 provides an annual summary of the results and conclusions of the year's work,
 this report includes an opinion on areas included within the AGS;
- Risk Management Groups Risk Management is undertaken at operational, strategic and corporate level and is also a main element of managing our key projects and partnerships. The Authority's Senior Leadership Team takes an active part in ensuring that strategic risks are identified and managed taking into consideration the Authority's priorities. Those strategic risks that are exceptional in nature are managed at corporate level and are jointly owned by the relevant member of the Senior Leadership Team and Cabinet Member. All risks are reviewed on a regular basis by the relevant risk management group and governing body to ensure that they are being managed effectively, with progress reported to Senior Management, relevant Board, Senior Leadership Team, Cabinet, and the Audit Committee;
- External Audit Officers meet regularly with the External Audit team, who also attend key Council meetings. Action plans are formulated to address any formal recommendations raised by external inspectors. The views of our external auditors are expressed through the Annual Audit Letter and the Annual Governance Report; and
- Partnerships a monthly Operational Partnership Board (OPB) is attended by key officers within the Council and the Partner. The Cabinet Member for Finance and Resources (for ENGIE) and the Cabinet Member for Housing and Transport (for Capita and Kier) also attends the relevant meeting. The OPB is the main interface between North Tyneside Council and ENGIE/Capita/Kier. It provides a forum for the day-to-day management of the Partnership and is responsible for ensuring that performance targets are met, that the payment and performance mechanism operates correctly, that a high-performance relationship and culture is developed and that problems or issues and contract variations are resolved. The OPB reviews performance and budget reports from the relevant Partner and any risks or issues escalated to it by

ENGIE/Capita/Kier or the Commercial Services Team. The OPB escalates risks and issues to full Council, Cabinet or ENGIE/Capita/Kier as appropriate.

All of the above work has been used in compiling this Statement and arriving at an assessment of the internal control arrangements in place within the Authority.

5.0 Overall assessment of Governance Arrangements in place

Any system of internal control can provide only reasonable and not absolute assurance that assets are safeguarded, that transactions are authorised and properly recorded, that material errors or irregularities are either prevented or would be detected within a timely period and that significant risks impacting on the achievement of the Authority's objectives have been mitigated.

The annual report produced by the Chief Internal Auditor has been reviewed and there are no significant governance issues that were identified. See section 9 "Annual Governance Statement 2016/17" of the Internal Audit Service report "2016/17 Opinion on the Framework of Governance, Risk Management and Control".

As a result of reviewing the evidence outlined in sections 3 and 4, the Senior Leadership Team has taken the view that as a whole, the governance arrangements in operation during 2016/17 within the Authority were adequate.

5.1 Outlook

As a result of reviewing the evidence outlined in sections 3 and 4, together with the Authority's assurance statement, some issues were identified that will need to be monitored during 2016/17. These issues relate to the changing nature of the Authority and local government as a whole. If the Authority failed to address these challenges properly it may result in future governance issues. Outlined below is a summary of these key challenges:

Potential Governance Issue

Housing Revenue Account (HRA) – as a result of reduced income to the HRA there is a risk that the Authority will be unable to protect its housing asset and services to tenants.

Government policy on Welfare Reform has resulted in a number of direct challenges to rent collection, for example the Spare Room Subsidy and the Benefit Cap.

Further Welfare Reform changes, including the implementation of Universal Credit and its revised payment period, and changes contained in the Housing & Planning Act 2016; reducing social housing rents by 1% each year for the next 4 years, mean that there will be less income and that income will be harder to collect.

The Government's White Paper, Fixing Our

Current Controls

- Any impact from changes in Government legislation is reflected in the HRA plan and approved by Cabinet as part of the annual review of the HRA.
- Revised 30 year Capital Investment Plan is in place.
- Kier North Tyneside Review, a Cabinet sub-group has been established to consider options post 2019 in respect of the contract.
- The Authority has representation on the DCLG (Department for Communities & Local Government) and the CIPFA HRA working groups. Specific

Potential Governance Issue

Broken Housing Market, was published on 7 February 2017. The White Paper sets out the government's plans to boost the supply of new homes in England. As part of the White Paper, it seeks views on changes to planning policy and legislation in relation to planning for housing, sustainable development and the environment.

Creating a Brighter Future Programme (CBF) – there is a risk that if the CBF programme/Target Operating Model (TOM) are not successfully implemented the Authority may be unable to deliver improved services and meet the increased demand on Council services within reducing resources.

To enable the objectives of the CBF to be met it is important that the current monitoring processes that are in place will enable robust financial and service challenges to continue throughout the year.

There is a risk that budget monitoring does not fully align with the CBF and TOM.

Current Controls

issues can be raised through these forums and the Authority can also comment and influence changes on HRA regulations.

- The Financial Inclusion Strategy sets out how the Authority and its partners will support its residents to better manage their finances and maximise their income.
- Self service/agile working, through the implementation of self service and agile working overall costs should be reduced.
- A watching brief will be kept on the implications of the White Paper and representations to Government will be made as appropriate.
- Governance framework there are monthly Programme Board meetings via Senior Leadership Team (SLT). This ensures that there is visibility and accountability.
- Regular updates are reported to Lead Member Briefings. This informs Cabinet Members of progress and of any issues.
- The TOM addresses the financial challenge whilst enabling the Authority to deliver Our North Tyneside Plan and CBF priorities. A number of business cases have been put in place to support the delivery of the TOM and reduction of cost.
- A refreshed Joint Strategic Needs Assessment (JSNA) is in place which provides a new approach to needs assessment to provide an improved foundation for the CBF.
- The CBF Programme Risk Register highlights and reports

	Appendix A
Potential Governance Issue	 key risks attached to the strategic aims of the CBF programme. The CBF Board receive this report enabling informed decisions to be made. The development and acceptance of the Efficiency Plan will secure the Revenue Support Grant (RSG) (subject to Central Government change) which will give a degree of certainty for the next 3 years.
Impact of the Northumberland, Tyne & Wear and North Durham (NTWND) Sustainability & Transformation Plan (STP) - the purpose of the STP in the NHS is to ensure that health and care services are based upon the needs of local populations in order to support the successful implementation of the NHS 5 Year Forward View (5YFV). STPs are intended to bring together key partners across Clinical Commissioning Groups (CCGs), Foundation Trusts, local authorities and other health and care service providers organised as STP 'footprints'. A footprint is the geographical area in which people and organisations are working together to develop plans to transform and sustain the delivery of health care services.	 The Chief Executive has written to NHS England on behalf of the chief executives of all NECA (North East Combined Authorities) local authorities about the process of developing the STP. The Head of Health, Education, Care and Safeguarding and the Chair of the Health and Wellbeing Board have been authorised by Cabinet to seek more detail on the plans for the NHS and to monitor the progress of the STP in North Tyneside.
North Tyneside CCG is required to develop a 2 year operational plan consistent with the local STP and the 5YFV, delivering core access and quality standards for patients and restoring and maintaining financial balance. The NTWND STP identifies a number of key transformational areas (improve health inequalities, improve the quality and experience of care, out of hospital collaboration, optimal use of the acute sector, transforming mental health and closing the financial gap). The financial gap could be as large as £641m by 2021 across Northumberland, Tyne & Wear and North Durham.	A report was taken to Council on 23 March 2017 'Response to the Council motion on reduction of NHS services & implications of the STP in North Tyneside'. The report was agreed by Council and details the review of the STP and service reductions that has been undertaken.

NHS Planning Guidance 2016 requires CCGs to produce an Operational Plan 2016/17 to 2018/19 to cover the first 2 years

	Appendix A
Potential Governance Issue implementation of the STP.	Current Controls
Concern has been expressed about the extent to which the Authority has been a true partner in the development of the STP. In particular, the concern centres around the lack of engagement with local authorities and understanding the financial implications of the plans upon the ability of the Authority to deliver services to residents, such as, adult social care, children's services and public health.	A Tools 9 Finish Crown
Business Rates - the Chancellor of the Exchequer announced in October 2015 that local authorities will be able to keep all the business rates that they collect from local businesses. The original business rate retention scheme gave local authorities the potential to retain 50% of business rate income and up to half of any growth in business rates revenue from new assessments added to the rating list. The remainder was returned to central government and redistributed. Full retention will potentially give local authorities greater ability to plan for the long term, more financial independence and an increased incentive to generate growth as 100% of business rates will be retained. There are a number of risks with the new proposals which the Authority will need to address. For example, a lack of business growth or the shutting of a business will impact on the Authority's revenues. The Authority will also have to bear 100% of business rates appeals, this was previously 50%. The current business rates system has a safety net in place for those local authorities that see a reduction in business rate income by more than 7.5%. It is anticipated that this will stay in place, but this hasn't been confirmed. The Authority will need to assess and plan for this potential risk. In addition resource implications will need to be taken into account to manage the change in the administration of business rates.	 A Task & Finish Group, Business Rates Retention, has been set-up to influence central government direction on the proposed Business Rates Retention system. This has involved the establishment by the Local Government Association (LGA) and DCLG of an officer-level steering group and 3 working groups. The working groups meet regularly and cover service responsibilities, needs & redistribution, system design, accounting & accountability and business interests. Presentations have been received from DCLG both to the region and jointly to the Local Government Association. The Authority considers and responds to consultations issued on the proposed changes to business rates. Regular meetings are held with the Valuation Office. These meetings highlight any significant changes to the ratings list and the implications of the 2017 revaluations. Weekly monitoring of the Valuation Office appeals data is carried out to gain an understanding of the Authority's position.

	Appendix A
Potential Governance Issue	Current Controls
	DCLG issued further consultation on 100% Business Rates Retention in February 2017, which the Authority will respond to. This links in with Governments Fair Funding Review and devolution of further responsibilities.
	Proposals to change risk on appeals, Central Government bearing cost, with top slice to each authority's funding.
	Valuation Office Agency have introduced new appeals process from 1 April 2017 called check, challenge, appeal which introduces additional processes to reduce the number of appeals made.
Information Governance – there is a risk in relation to information governance that unless there are robust policies and systems in place and implemented there is a possibility that sensitive data may be lost. Some information held by the Authority is extremely sensitive in nature which requires robust policies and systems to be in place to ensure that it is as secure as possible, and that staff are fully aware of the procedures that they need to	Compulsory e-learning in respect of information sharing and information governance awareness training. It is mandatory for all staff handling information to undertake e-learning. The completion date for this training was 31 March 2017.
follow when dealing with such information. If the Authority fails to have robust policies in place there is a risk that the Data Protection Act could be breached leading to fines and compensation claims.	Strategic Information Management Forum. This is an assurance group which consists of Heads of Service and Senior Managers. Their role is to help to ensure that the Authority's
From May 2018 the General Data Protection Regulation (GDPR) will come into force. The GDPR sets out a number of new requirements for organisations. The new regulation places greater emphasis on accountability, for example informing residents in more detail about how the Authority will handle their data, shorter timescales for dealing with subject access requests and breaches, increased fines for non compliance, data protection.	information governance, IT systems and processes are fit for purpose. The Group enables Senior Managers to ensure that consistency is applied to the approach to information governance and sign off of referrals to the Information Commissioner's Office.
fines for non-compliance, data protection impact assessment (DPIA) must be carried out prior to commencing new processing activities, considering data privacy and protection at the	Information Management Strategy, this sets out how the Authority will manage its information going forward.

Detential Covernance Icous	Current Centrals
Potential Governance Issue	Current Controls
start of a project (also known as Privacy by Design).	Information governance standards for the sharing of information with partners. Data sharing was included in the contractual arrangements with both the Business and Technical Partners. An additional data sharing agreement has been produced for the business partner to reflect ICT services. It sets out procedures that staff need to follow in order to obtain access to information systems.
	Strategic Information Governance Officer – providing a corporate approach working with day to day managers of the information governance processes and procedures, ensuring a training plan is in place and implemented.
	In preparation for the introduction of the GDPR requirements the Authority is reviewing its approach to governance and how it manages Data Protection as a corporate issue.
Partnerships – the Authority needs to continue to embed and review governance arrangements that are in place in respect of all partnerships to ensure required services are delivered satisfactorily, whilst also achieving and sustaining value for money. In addition the Authority needs to ensure that boundaries and responsibilities remain clear	The Governance structure that is in place ensures that the governance to manage partnerships is in place, e.g. Strategic Partnering Boards, Operational Partnering Boards, Senior Client Groups and a Commercial Group.
and are robustly managed, recognising that operations and staffing in both partner organisations and the Authority change over time.	The performance payment mechanism ensures that the correct payments are made in relation to the partners.
	Alignment of CBF with ENGIE strategic plans will ensure all parties are aware of how the business partnership is working towards developing the Authority's priorities and ENGIE business plan.

Appendix A

Potential Governance Issue	Current Controls
	 ENGIE and Capita have been asked to contribute to the Authority's CBF/TOM objectives. The aim is to ensure that partnership delivery plans are in line with policy objectives. This is reflected in their annual service plans. The Capita Deed of Variation has now been agreed and implemented.
National Education Policy – there is a risk that national policy direction will disrupt the partnership between schools and the Authority. A new funding formula proposed for 2018, together with the Fostering & Adoption Act passed in 2016, could result in schools judged as inadequate or coasting converting to academy status.	 Information has been sought from the Department for Education on how the Authority should respond to national changes and contribute even more to North East education. The Cabinet Member for Children, Young People and Learning has written to the Secretary of State for Education seeking clarification on a number of points relating to high performing local authority areas. This has been reinforced by the Mayor who has asked both MPs to do the same.
	 A review of 0-19 Services is due to take place. The redesign of the 0-19 Services (including Prevention and Early Help) will enable the Authority to deliver appropriate services, resulting in the needs of our vulnerable children and families being met.
Exit from the European Union – there is a risk that the Authority may be placed at a disadvantage following the decision to leave the European Union (EU) in both financial and economic growth terms. The decision to leave the EU has resulted in a number of uncertainties including whether	The potential impact from leaving the EU has been included in the Authority's Financial Strategy. This will help to ensure that potential areas of impact following EU exit will be highlighted and included (where relevant) in budget planning.
central Government will fill the gap left by European Funding on a like for like basis. There is also the potential impact on businesses within North Tyneside which will vary depending on their reliance on Europe as	 Keep a watching brief, this will ensure that any changes whether to funding or legislation will be identified and acted upon.

Appendix A

Potential Governance Issue

a market and their sensitivity to fluctuations in monetary value. The full extent of the impact will not be clear until the precise trade terms are known which will apply once the UK formally leaves the EU.

Opportunities will also arise covering: An opportunity for partnership between businesses and the Council to work together more effectively to stimulate and support economic growth opportunities;

An opportunity for a comprehensive approach to establish the River Tyne as a hub for offshore and renewable energy investment; and

There is an opportunity for local authorities to work more collaboratively with wider business partners through the Combined Authority and the North East Local Enterprise Partnership (NELEP).

Current Controls

- The Authority is a member of various regional groups. This will help the Authority to keep up-todate on progress and have the opportunity to exert influence via these groups, for example the Local Government Association.
- Explore alternative funding opportunities. This will enable the Authority where possible to secure future funding that is not reliant on the EU.

6.0 Signatures

We, the undersigned, propose to ensure the areas identified above are monitored during the coming year in order that the governance arrangements within the Authority remain effective. These will be reviewed throughout the year.

Signed:	
Elected Mayor	Chief Executive
Date:	Date:
Chair of Council	
Date:	

I confirm that the Audit Committee (at its meeting 24 May 2017) was satisfied on the basis of the information available to it, that the Annual Governance Statement 2016/17, which is required, under the Regulations governing the audit of local government accounts, has been prepared and approved after due and careful enquiry.

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Chair of the Audit Committee	
Date:	