
Report to: Council

Date of Meeting: 21 February 2019

Subject: Local Code of Governance

Report by: Monitoring Officer

1.0 Purpose

- 1.1. To seek Council's approval of a revised Local Code of Governance and Internal Control Checklist.

2.0 Recommendations

- 2.1. It is recommended that Council agree to adopt the revised Local Code of Governance.

3.0 Considerations

- 3.1. The Chartered Institute of Public Finance and Accountancy (CIPFA) documents: "Delivering Good Governance in Local Government" sets out the principles of good governance, the overall aim of which is to ensure that:
- resources are directed in accordance with agreed policy and according to priorities
 - there is sound and inclusive decision making
 - there is clear accountability for the use of those resources in order to achieve desired outcomes for service users and communities.
- 3.2. Local authorities are required to determine their own local governance arrangements (local code), underpinned by the CIPFA framework, and to ensure that it operates effectively in practice.
- 3.3. The Clackmannanshire Council Local Code of Governance is reviewed annually to ensure that it remains fit for purpose. The review this year has further streamlining of the code and supporting processes, whilst maintaining alignment with the CIPFA framework and guidance.

- 3.4. The revised local code is included in appendix 1. This shows the key documents that constitute the Council’s governance arrangements, aligned to the CIPFA core principles of good governance. These are underpinned by detailed processes and documents designed to ensure smooth and comprehensive deployment.
- 3.5. The effectiveness of our governance arrangements, and the extent to which we have complied with our local code, is monitored and reviewed annually, through the Council’s corporate self-evaluation process. The outcome of this, together with an improvement action plan, is reported in the Annual Governance Statement, which forms part of the annual Statement of Accounts.

4.0 Sustainability Implications

- 4.1. None

5.0 Resource Implications

5.1. *Financial Details*

- 5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

- 5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

5.4. *Staffing*

6.0 Exempt Reports

- 6.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box)

- Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all
- Our families; children and young people will have the best possible start in life
- Women and girls will be confident and aspirational, and achieve their full potential
- Our communities will be resilient and empowered so that they can thrive and flourish

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 – Local Code of Governance

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Delivering Good Governance in Local Government, CIPFA 2016

Delivering Good Governance in Local Government: Guidance Notes for Scottish Authorities, CIPFA 2016

Author(s)

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Approved by

NAME	DESIGNATION	SIGNATURE
Lindsay Thomson	Monitoring Officer	
Stuart Crickmar	Strategic Director Partnership & Performance	

APPENDIX 1 Local Code of Governance

	Lead	A. Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law	B. Ensuring openness and comprehensive stakeholder engagement	C. Defining outcomes in terms of sustainable economic, social and environmental benefits	D. Determining the interventions necessary to optimise the achievement of the intended outcomes	E. Developing the entity's capacity, including the capability of its leadership and the individuals within it	F. Managing risks and performance through robust internal control and strong public financial management	G. Implementing good practices in transparency, reporting, and audit to deliver effective accountability
Scheme of Delegation	MO	✓			✓	✓	✓	
Council Standing Orders	MO	✓			✓	✓	✓	
Council Corporate Plan	P&P Dir.			✓	✓		✓	
Performance Management Framework	P&P Dir.				✓		✓	✓
Corporate Risk Management Guidance	P&P Dir.	✓	✓		✓	✓		
Alliance Governance Framework & Memorandum of Understanding	PLACE Dir.			✓	✓			
Communication Strategy	P&P Dir.		✓		✓			✓
Sustainability & Climate Change Strategy	S95				✓		✓	
Financial Regulations April 2018 (Council paper)	P&P Dir.	✓	✓				✓	✓
Information Strategy	P&P Dir.	✓				✓		
Workforce Strategy	P&P Dir.	✓				✓		