

## GOVERNANCE AND REPORTING ARRANGEMENTS

<b>Governance Area</b>	<b>Stakeholders</b>	<b>Responsible Committee</b>	<b>Reviewing/ Scrutinising Committees</b>	<b>Implementation Responsibility</b>	<b>Reporting Responsibility</b>
Risk management	<ul style="list-style-type: none"> <li>• Cabinet</li> <li>• Senior managers</li> <li>• Overview &amp; Scrutiny</li> <li>• CMT</li> <li>• Risk Management Steering Committee</li> <li>• Elected members</li> <li>• Final Accounts &amp; Audit Committee</li> </ul>	<ol style="list-style-type: none"> <li>1. Final Accounts &amp; Audit (oversight)</li> <li>2. Cabinet (highlight report and management of significant risks)</li> </ol>		CMB (management of significant risks)	<ol style="list-style-type: none"> <li>1. All officers (contribute to corporate risk register)</li> <li>2. Chief Internal Auditor (to committees)</li> </ol>
Equality & Diversity	<ul style="list-style-type: none"> <li>• Equality &amp; Diversity Steering Group</li> <li>• HR</li> <li>• Cabinet</li> <li>• Wiltshire Race Equality Council</li> <li>• All staff</li> <li>• Public</li> <li>• BME staff forum</li> <li>• Disabled staff forum</li> </ul>	Cabinet (strategic direction)	Overview & Scrutiny	CMB	Equality & Diversity Officer

	<ul style="list-style-type: none"> <li>• CMT</li> </ul>				
Constitution	<ul style="list-style-type: none"> <li>• Council</li> <li>• Cabinet</li> <li>• Senior officers</li> <li>• Member and Democratic Services</li> <li>• Standards Committee</li> <li>• Public</li> </ul>	<ol style="list-style-type: none"> <li>1. Standards Committee (oversight and recommendations for amendments)</li> <li>2. Council (decision on Standards Committee recommendations)</li> </ol>			Monitoring Officer
Officer conduct – promotion of high standards	<ul style="list-style-type: none"> <li>• All officers</li> <li>• HR</li> <li>• Senior managers</li> <li>• Standards Committee</li> <li>• Public</li> <li>• Staffing Sub-Committee</li> <li>• Cabinet</li> <li>• CMT</li> </ul>	Standards Committee (strategic direction and oversight of implementation)	Staffing Sub-Committee (disciplinary hearings and recommendations for wider learning, if applicable)  Final Accounts & Audit (composite annual report – contributes to SIC)	CMB (operational issues)	Corporate Standards Manager
Whistleblowing	<ul style="list-style-type: none"> <li>• All officers</li> <li>• Standards Committee</li> <li>• Public</li> <li>• Schools (?)</li> <li>• DfES (?)</li> <li>• HR</li> <li>• Monitoring Officer</li> <li>• Chief Executive</li> <li>• Head of Internal Audit</li> </ul>	Standards Committee (strategic direction and oversight of implementation)	Final Accounts and Audit (composite annual report on implementation – contributes to SIC)	CMB – operational issues arising from investigation reports	Corporate Standards Manager
Statement of	<ul style="list-style-type: none"> <li>• Cabinet</li> </ul>	Final Accounts & Audit (to			County Treasurer

Accounts	<ul style="list-style-type: none"> <li>• Council</li> <li>• Final Accounts and Audit</li> <li>• CMT</li> <li>• Public</li> <li>• Budget holders</li> <li>• Audit Commission</li> </ul>	approve)			
Budget Monitoring	<ul style="list-style-type: none"> <li>• Cabinet</li> <li>• Council</li> <li>• Final Accounts and Audit</li> <li>• CMT</li> <li>• Public</li> <li>• Budget holders</li> <li>• Audit Commission</li> <li>• Performance group</li> </ul>	Cabinet (strategic direction & significant operational issues)	Overview & Scrutiny	<ol style="list-style-type: none"> <li>1. CMB (operational issues)</li> <li>2. DMTs (operational issues)</li> </ol>	County Treasurer
Member conduct – promotion of high standards and conduct of investigations	<ul style="list-style-type: none"> <li>• Standards Committee</li> <li>• Members</li> <li>• Standards Board for England</li> <li>• Group leaders</li> <li>• Public</li> </ul>	Standards Committee	Council (in the event that a member is suspended or disqualified)		Monitoring Officer
Statement on Internal Control	<ul style="list-style-type: none"> <li>• Final Accounts and Audit</li> <li>• Internal Audit</li> <li>• Audit Commission</li> <li>• CMT</li> <li>• Cabinet</li> <li>• Senior Managers</li> </ul>	<ol style="list-style-type: none"> <li>1. Final Accounts and Audit (approval, oversight and implementation)</li> <li>2. Cabinet (highlight report and management of significant issues)</li> </ol>	Standards Committee (ethical governance issues arising)	CMB	Joint report – Chief Internal Auditor and Head of Legal Services

	<ul style="list-style-type: none"> <li>• Council</li> <li>• Public</li> <li>• SIC Management Group</li> </ul>				
Annual Audit & Inspection Letter	<ul style="list-style-type: none"> <li>• Final Accounts &amp; Audit</li> <li>• Final Accounts and Audit</li> <li>• Internal Audit</li> <li>• Audit Commission</li> <li>• CMT</li> <li>• Cabinet</li> <li>• Senior Managers</li> <li>• Council</li> <li>• Public</li> <li>• SIC Management Group</li> </ul>	<ol style="list-style-type: none"> <li>1. Final Accounts &amp; Audit Committee</li> <li>2. Cabinet</li> </ol>	Standards Committee (ethical governance issues arising)	CMB (issues arising)	Audit Commission
Financial Strategy and Budget Setting	<ul style="list-style-type: none"> <li>• Cabinet</li> <li>• Council</li> <li>• CMB</li> <li>• Public</li> <li>• Finance</li> <li>• Budget holders</li> <li>• Performance and Monitoring Steering Group</li> </ul>	<ol style="list-style-type: none"> <li>1. Cabinet (approval of medium term financial strategy and financial plan and strategic direction of annual budget)</li> <li>2. Council (approval of budget)</li> </ol>	Overview and Scrutiny	CMB	County Treasurer
Corporate Plan	<ul style="list-style-type: none"> <li>• Cabinet</li> <li>• Council</li> <li>• CMB</li> </ul>	<ol style="list-style-type: none"> <li>1. Cabinet</li> <li>2. Council</li> </ol>	Over view & Scrutiny (Performance	CMB	Assistant Director (Performance & Review)

	<ul style="list-style-type: none"> <li>• Public</li> <li>• Finance</li> <li>• Budget holders</li> <li>• Performance group</li> <li>• Community Planning</li> </ul>		Group)		
Corporate Asset & Investment Strategy and Corporate Asset & Investment Plan	<ul style="list-style-type: none"> <li>• Council</li> <li>• Cabinet</li> <li>• Public</li> <li>• County Farms</li> <li>• Property Services</li> <li>• Capital Asset Board</li> <li>• CMT</li> </ul>	Cabinet		CMB	John Shorto
Partnership Governance					
Anti-Fraud & Corruption	<ul style="list-style-type: none"> <li>• All officers</li> <li>• Standards Committee</li> <li>• HR</li> <li>• Monitoring Officer</li> <li>• Chief Executive</li> <li>• Head of Internal Audit</li> <li>• Public</li> </ul>	1. Standards Committee	Final Accounts & Audit (composite annual report, contributes to SIC)		Chief Internal Auditor