

GOVERNANCE AND REPORTING ARRANGEMENTS

| Governance Area | Stakeholders | Responsible Committee | Reviewing/ Scrutinising Committees | Implementation Responsibility | Reporting Responsibility |
|------------------------|---|--|---|---|--|
| Risk management | <ul style="list-style-type: none"> • Cabinet • Senior managers • Overview & Scrutiny • CLT • Corporate Risk Management Group • Elected members • Final Accounts & Audit Committee | 1. Final Accounts & Audit (oversight) 2. Cabinet (highlight report and management of significant risks) | | 1. CLT (management of strategic risks) 2. Risk Manager 3. All other officers (identifying risks and contributing to risk registers) | 1. Risk Manager 2. Director of Resources |
| Equality & Diversity | <ul style="list-style-type: none"> • Equality & Diversity Steering Group • HR • Cabinet • Wiltshire Race Equality Council • All staff • Public • BME staff forum • Disabled staff forum | Cabinet (strategic direction) Staffing Policy Committee (staffing matters) | Overview & Scrutiny | CLT | 1. Equality & Diversity Officer 2. Director, Dept of Community Services |

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| | <ul style="list-style-type: none"> • CLT | | | | |
| Constitution | <ul style="list-style-type: none"> • Council • Cabinet • Senior officers • Member and Democratic Services • Standards Committee • Public | <ol style="list-style-type: none"> 1. Standards Committee (oversight and recommendations for amendments) 2. Council (decision on Standards Committee recommendations) | | | Monitoring Officer |
| Officer conduct – promotion of high standards | <ul style="list-style-type: none"> • All officers • HR • Senior managers • Standards Committee • Public • Staffing Sub-Committee • Cabinet • CMT | 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) | <ol style="list-style-type: none"> 1. Corporate Standards Manager 2. Director Dept. of Resources |
| Whistleblowing | <ul style="list-style-type: none"> • All officers • Standards Committee • Public • HR • Monitoring Officer • Chief Executive • Head of Internal Audit | 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 | <ol style="list-style-type: none"> 1. Corporate Standards Manager 2. Director, Dept. of Resources |
| Statement of Accounts | <ul style="list-style-type: none"> • Cabinet • Council • Final Accounts | Final Accounts & Audit (to approve) | | | Chief Financial Officer |

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| | <ul style="list-style-type: none"> and Audit • CMT • Public • Budget holders • Audit Commission • Senior Finance Forum | | | | |
| Budget Monitoring | <ul style="list-style-type: none"> • Cabinet • Council • Final Accounts and Audit • CMT • Public • Budget holders • Audit Commission • Performance group • Senior Finance Forum | Cabinet (strategic direction & significant operational issues) | Overview & Scrutiny Budget Task Group | <ol style="list-style-type: none"> 1. CLT (operational issues) 2. DMTs (operational issues) | <ol style="list-style-type: none"> 1. Chief Financial Officer 2. Director, Dept. of Resources |
| Member conduct – promotion of high standards and conduct of investigations | <ul style="list-style-type: none"> • Standards Committee • Members • Standards Board for England • Group leaders • Public | 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"> • Final Accounts and Audit • Internal Audit • Audit Commission • CMT | <ol style="list-style-type: none"> 1. Final Accounts and Audit (approval, oversight and implementation) 2. Cabinet (highlight report and management of | Standards Committee (ethical governance issues arising) | CLT | 1. Joint report – Chief Internal Auditor and Head of Legal & Democratic Services |

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| | <ul style="list-style-type: none"> • Cabinet • Senior Managers • Council • Public • SIC Management Group | significant issues) | | | 2. Director, Dept. of Resources |
| Annual Audit & Inspection Letter | <ul style="list-style-type: none"> • Final Accounts & Audit • Internal Audit • Audit Commission • CLT • Cabinet • Senior Managers • Council • Public • SIC Management Group | 1. Final Accounts & Audit Committee 2. Cabinet | Standards Committee (ethical governance issues arising) | CLT (issues arising) | 1. Audit Commission 2. Chief Executive |
| Financial Strategy and Budget Setting | <ul style="list-style-type: none"> • Cabinet • Council • CLT • Public • Finance team • Budget holders • Performance and Monitoring Steering Group | 1. Cabinet (approval of medium term financial strategy and financial plan and strategic direction of annual budget) 2. Council (approval of budget) | Overview and Scrutiny Budget Task Group | CLT | 1. Chief Financial Officer 2. Director, Dept. of Resources |
| Corporate Plan | <ul style="list-style-type: none"> • Cabinet • Council • CLT | 1. Cabinet 2. Council | Overview & Scrutiny (Performance Group) | CLT | 1. Assistant Director (Performance & |

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| | <ul style="list-style-type: none"> • Public • Finance • Budget holders • Performance group • Community Planning • <i>Senior managers</i> | | | | Review) 2. Chief Executive |
| Corporate Asset & Investment Strategy and Corporate Asset & Investment Plan | <ul style="list-style-type: none"> • Council • Cabinet • Public • County Farms • Property Services • Capital Asset Board • CLT | Cabinet | | CLT | 1. Strategic Property Services Manager 2. Director, Dept. of Environmental Services |
| Partnership Governance | <ul style="list-style-type: none"> • Council • Cabinet • Public | Wiltshire Compact Board Cabinet Council | | CLT | 1. Head of Legal & Democratic Services 2. Chief Executive |
| Anti-Fraud & Corruption | <ul style="list-style-type: none"> • All officers • Standards Committee • HR • Monitoring Officer • Chief Executive • Head of Internal Audit • Public | Standards Committee | Final Accounts & Audit (composite annual report, contributes to SIC) | | 1. Chief Internal Auditor 2. Director, Dept. of Resources |