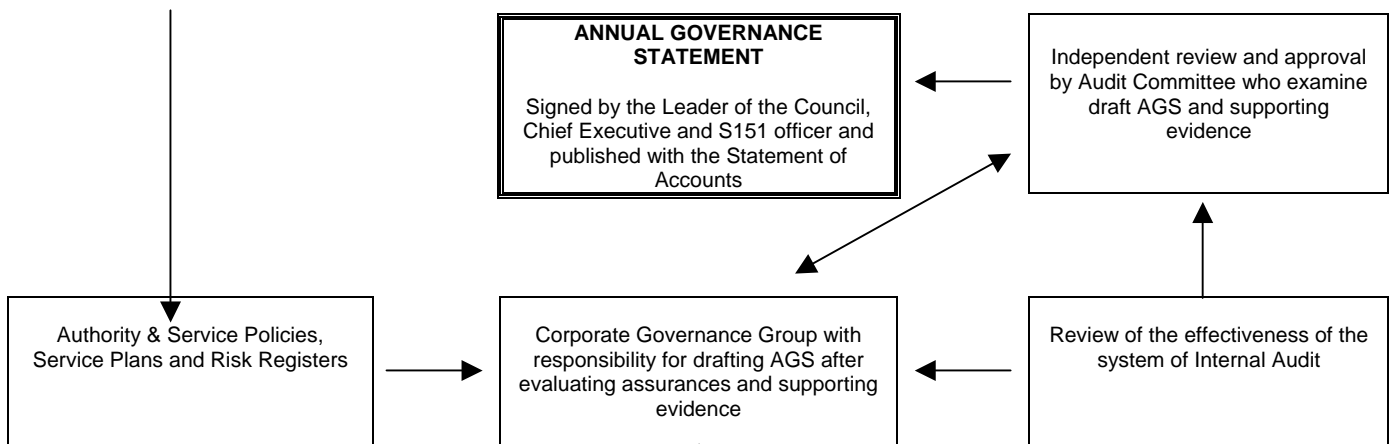


SSDC'S ANNUAL GOVERNANCE STATEMENT FRAMEWORK

Governance Framework – Key Documents/Functions

- o Constitution
- o Corporate Plan
- o Sustainable Community Strategy
- o Service Planning Framework
- o Business Transformation Projects
- o Access Strategy
- o Communication Strategy
- o Performance Management Framework
- o Schedule of Council Meetings
- o Local Code of Corporate Governance
- o Record of Decisions
- o Partnership Register
- o Code of Conduct for Members
- o Members Induction & Training Programme
- o Code of Conduct for Employees
- o Officer and Member Protocols
- o Confidential Reporting Policy
- o Risk Management Strategy
- o Anti-Fraud & Corruption Policy
- o Whistleblowing Policy
- o Anti Money Laundering Policy
- o Project Management Methodology
- o Capital Strategy
- o Procurement Strategy
- o Medium Term Financial Plan/Strategy
- o Treasury Management Strategy Statement, MRP Strategy, and Annual Investment Strategy
- o Annual Statement of Accounts
- o Financial Procedure Rules
- o Procurement Procedure Rules
- o Scheme of Delegation
- o Complaints Procedure
- o Equalities Plan



Performance Management	Risk Management	Information Governance	Legal and Regulatory Assurance	Members' Assurance
<ul style="list-style-type: none"> • Embedded system • Operates throughout the organisation • Internal and external reviews • Action orientated • National/Local PI/NI's • Periodic progress reports 	<ul style="list-style-type: none"> • Risk management strategy • Embedded in planning processes and project/partnership methodologies • Effectiveness evaluated • Outcomes reported to committee • Training programme 	<ul style="list-style-type: none"> • Training programme • Outcomes reported to committee 	<ul style="list-style-type: none"> • Monitoring Officer's reports • Sections of committee reports • Legal advice 	<ul style="list-style-type: none"> • Standards committee • Audit committee • Scrutiny function
Assurances by Directors/ Heads of Service	Other Sources of Assurance (including third party)	Financial Management	Internal Audit	External Audit
<ul style="list-style-type: none"> • Periodic reports • Statement of operational service internal control 	<ul style="list-style-type: none"> • Reports by inspectors • Service review reports • Fraud reports and investigations • Ombudsman reports • Post implementation reviews of projects 	<ul style="list-style-type: none"> • Medium Term Financial Plan • Revenue Budget and Capital Programme • Revenue and Capital Management reports • Treasury management • Statement of accounts • Compliance with codes of accounting practice • Statutory returns • Grant claims 	<ul style="list-style-type: none"> • Operates under approved terms of reference • Approved risk-based plans • Periodic and annual reports to Audit Committee, Group Auditor Opinion • CIPFA code compliance assessment 	<ul style="list-style-type: none"> • Annual Plan • Annual Governance Report • Annual Audit Letter • Audit Opinion and VFM conclusion

Ongoing assurance on adequacy and effectiveness of control over key risks