

**STIRCHLEY AND BROOKSIDE PARISH COUNCIL
ANNUAL GOVERNANCE STATEMENT 2022 – 2023: EXCEPT FOR MATTERS**

ID	STATEMENT	AGREED	COMMENT	REMEDIAL ACTION
1	We have put in place arrangements for effective financial management during the year and for the preparation of the accounting statements.	Yes	None required.	Maintain as is.
2	We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	No	Departure of key members of staff placed pressure on the continuation of Council services, resulting in reconciliations and checks not being maintained.	New resources introduced to strengthen the provision of Council services. A full review across all aspects of the Council's functions, controls and checks are being undertaken to ensure proper and adequate controls are in place.
3	We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	No	Failure to respond and act in a timely manner. Inappropriate use of social media. Proposals and resolutions of Council under confidential business made public. Inadequate management of meetings and adherence to agendas.	Ensure prompt response to situations presented to Council. Review and implementation of stronger social media policy. Reminder to Councillors of importance of respecting confidentiality and annual renewal of commitment to Councillor Code of Conduct. Stronger focus on agenda and meeting management with clear resolutions for Councillors to consider and adopt.
4	We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	Yes	None required.	Maintain as is.
5	We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	No	No risk assessment undertaken in the year.	Full risk assessment scheduled for quarter 3 to be reviewed and adopted at Council.
6	We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	No	This was not implemented throughout the year, only at the year-end.	Quarterly Internal reviews to be introduced at a minimum. Results to be shared with and considered by internal auditor to identify what interim audits are required.
7	We took appropriate action on all matters raised in reports from internal and external audit.	No	Internal audit issues remain outstanding.	All findings from internal audit report will be reviewed. An implementation plan will

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8	We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.		Yes		None required	be established along with an action tracker and agreed with Council. Updates on progress to address the findings will be presented to Council.
						Maintain as is

Chris Maclean, Locum Clerk and Responsible Financial Officer to the Council

28 September 2023