



# Good Governance Policy

## Introduction

Good Governance, accountability and transparency are essential to the Council. The Council conducts public business and spends public money. As such the Council is committed to ensuring that public money is safeguarded, properly accounted for and used transparently, economically, efficiently and effectively.

In discharging this accountability, public bodies and those responsible for their management are required to make proper arrangements for the governance of their affairs and the stewardship of the resources in their care. They are required to report on these arrangements in their published Annual Governance Statement.

As a safeguard to the proper discharge of this accountability, external auditors in the public sector give an independent opinion on public bodies' financial statements. They may also review, and report on, aspects of public bodies' arrangements to ensure the proper conduct of their financial affairs, and those who manage their performance and use of resources.

This 'Good Governance Policy' recognises the Council's strengths and seeks to build upon them so that the Council, its members and officers are well placed to deliver the operational ambitions of the Council in a transparent, effective, efficient and procedurally robust way.

The Council recognises that governance is everyone's responsibility. This policy will help to ensure that governance is positively embraced by everyone that is involved with the Council and the delivery of its services.

## What is Good Governance?

Governance is the establishment and monitoring of policies thus enabling the Council to deliver its services and pursue its visions and objectives with the appropriate mechanisms in place to properly highlight, control, and manage the risks.

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Illogan Parish Council is committed to openness and transparency. The robust and regularly reviewed arrangements the Council has in place for its governance helps to facilitate greater openness and transparency.

Good Governance supports the business transacted by the Council and enables business to be carried out more effectively and efficiently and it also avoids delays that arise from non-compliance.



## **Purpose**

There are improvements that can be made on an individual and organisational level in the way governance is perceived and how governance responsibilities are addressed amongst both members and officers. Governance must be properly understood by everyone involved in Council business. Ownership of the governance principals and requirements should be evident and must be routinely applied to all business being transacted.

Councils are enshrined in and governed by legislation and an extensive range of legislative and regulatory requirements and controls which must be complied with. Compliance is everyone's responsibility and failure to observe governance requirements could have an adverse effect on the organisation and there could also be personal implications.

This policy will help the Council to focus on governance, what they are doing well and what can be done better. It will provide a structure for the review of the processes and procedures in place and enable the Council to highlight areas for improvement. It will regularly set objectives to improve the governance of the Council and the ways that the Council intends to implement those objectives and will highlight the benefits and improvements to the delivery of Council services through the implementation of the objectives.

## **Aims**

### **1. Greater Ownership and Understanding of Governance**

- Governance arrangements and the associated requirement should be better understood across the whole organisation.
- All members and officers must be aware, understand and comply with the governance processes and procedures in place for the Council to operate effectively and efficiently.
- Complying with governance arrangements needs to become a way the whole Council and its Committees operate and must not be seen as a hindrance to service delivery.
- It is important that all members and officers are operating within the governance arrangements and that tension and risk is not created through non-compliance by some parties.

We will achieve our aim by:

- Ensuring that all members and officers are provided with a copy of all the Council's policies and procedures.
- Ensuring that the policies and procedures that are put in place to govern the work of the Council are practical, reasonable, sensible, effective, well communicated, properly understood and regularly reviewed.
- The promotion of good governance, the underlying policies and procedures by the Clerk, Chairman and Vice Chairman of the Council and its Committees.
- Challenging non-compliance with the governance, policies and procedures of the Council in a constructive manner.



- Responding positively to challenges to the Council's governance and to ideas and suggestions to improve governance.

To aid this process it is expected that:

- All members and officers will be aware of and understand all of the Council's policies and procedures.
- All members and officers will comply with the Council's governance arrangements.
- All policies and procedures will be regularly reviewed and recorded including any amendments
- Good governance will be a culture of the Council.

## **2. Increasing Knowledge and Understanding of Governance**

- Good governance should be seen by all members and officers as an enabler and a safety net.
- The Council's assets and service delivery are safeguarded through the routine application of good governance arrangements that are regularly reviewed.
- Failure to comply with governance arrangements and the Council's policies and procedures could result in increased risk, increased expenses, lost opportunities, delay, reputational damage and individual accountability.
- It is imperative that members and officers can easily access and understand the Council's governance tools, policies and procedures and information that they need to facilitate the compliance with the governance arrangements.

We aim to:

- Ensure that the Council's policies, procedures and governance arrangements are written in a simple and clear manner.
- Ensure that there are external sources to obtain advice from if required.
- Provide learning opportunities for members and officers.
- Make information about the Council's policies, procedures and governance arrangements easily accessible.

To aid this process it is expected that:

- There will be a record of learning and development opportunities that have both been offered and undertaken by members and officers.
- Good governance will be included in the induction of members and officers.
- All members and officers will be able to easily access all policies, procedures and governance documentation.

## **3. Increased Community Access and Engagement**

- The Council has notice boards, a website and Facebook page which are regularly updated. The Council should always aim to improve and increase community engagement whenever and wherever possible.



- The Council is committed to being as transparent as possible in the way the Council makes decisions, transacts its business and makes information available to the public.
- Increasing access and engagement with the public will help to inform members when they are making decisions.
- It is important that members of the public are able to understand what the Council is doing, why the Council is doing what it is doing and that the public knows how it can influence the decisions and work of the Council.

We will achieve our aim by:

- Engaging with the public regularly in appropriate formats and before the Council commits to any large projects or significant changes.
- Ensuring that consultations are held as appropriate and that due regard is given to the responses received from members of the public.
- Regularly reviewing how the Council publicises information and engages with the public.
- Ensuring that there are clear and robust governance arrangements in place to cover partnership and collaborative working and that these arrangements are known and understood by all parties.
- Ensuring that the information the Council publishes is easily accessible in varying formats.
- Implementing the Community Engagement Policy.

To aid this process it is expected that:

- The public will be more aware of the work being completed by the Council and what the Council are considering delivering in the future.
- There is an improved understanding of the Council's governance arrangements between the Council and outside bodies we work with.
- There will be increased evidence of public engagement, consultation and how the information received was processed and how comments from members of the public have shaped the work of the Council.

<b>Review Date</b>	<b>Reviewed By</b>	<b>Amendments</b>	<b>Minute Number</b>
28.06.23	Governance Review Committee	None	GR23/06/28.2