
Date: 18 September 2024

Title: Governance and Assurance Frameworks

Responsible Director: Jane Carey

Paper for review

Open paper

1. Issue

1.1 The Governance and Assurance Frameworks are reviewed annually by the Board.

2. Recommendation

2.1 The Board is asked to:

- Note that they approved the latest Governance Framework by correspondence in May
- Review and approve the latest Assurance Framework.

3. Background

3.1 The Audit and Risk Committee reviewed and approved the latest versions of the Governance and Assurance Frameworks in their May meeting. The Board confirmed their approval of the updated Governance Framework by correspondence in May.

3.2 The following changes were made to the Governance Framework

- Language updated to reflect the change of Authority to PSA and changes to Directorate names.
- Para 3.51 updated from 'electronic business' to 'decisions by correspondence' for clarity.
- Removed the need for a member of the Board to attend all s29 case meetings as agreed at the Board Meeting on 20 March 2024.

3.3 The following changes were made to the Assurance Framework

- Updated to include a quarterly review by the Senior Management Team to ensure Heads of Service have full awareness of it and so provide the Board with more assurance.
- Job and directorate titles updated to reflect the changes for 2024/25.
- Actions for 2024/25 added.

4. Finance and Resource

- 4.1 The maintenance, development and use of the Governance and Assurance Frameworks is essential corporate governance and control activity and is funded from existing resources.

5. Impact Assessment

- 5.1 There is no specific EDI aspect to these frameworks. However, it is noted that there are EDI aspects to the papers and processes that provide the assurance.

6. Timescale

- 6.1 ARC annually reviews the Governance Framework in May and the Assurance Framework in October and these are then brought to the Board.

7. Communications

- 7.1 Obligations and responsibilities under these frameworks is policy will be communicated to those members of staff and Board identified.

8. Internal Stakeholders

- 8.1 All individuals with responsibilities under the Frameworks.

9. External Stakeholders

- 9.1 All those with an interest in the effective and efficient use of Corporate Governance.