

TITLE: Annual Governance Statement 2025/26- Final Draft

Committee: Audit Committee

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Author: Chief Executive

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Issue

1. To consider the final draft of the Annual Governance Statement (AGS) for 2025/26.

Recommendations

2. Members are requested to approve the final draft of the Annual Governance Statement for 2025/26, as set out in Appendix 1, for final sign off by the Leader of the Council and Chief Executive.

Background/Options

3. The Audit Committee (ref 14 July 2026 Agenda Item 6) received the first draft of the AGS and resolved to instruct the Chief Executive to bring forward the final draft for members consideration following an opportunity for all members of the committee to provide comments and input.
4. The Chief Executive invited members and substitutes of the Committee to feedback comments by 11 September 2026.
5. At the Committee meeting on 14 July 2026 the Chief Executive undertook to review the following statement:

'All committee meetings are streamed live to YouTube from the Council Chamber, and remain on the council's YouTube channel afterwards, which has increased accessibility to members of the public. There have been no technical issues reported this year.'
6. Upon further review, 3 separate occasions have been identified where the livestream was either disrupted or failed. The affected meetings and explanation are provided below.

Planning Committee- 07/05/2025

The meeting is held in 2 parts during a disruption in the middle. There was a technical issue, the link broke, but it was resolved quickly.

Planning Committee- 04/06/2025

The Officer who was livestreaming the meeting cannot recall the specific reason for the issue that prevented livestreaming but does recall that there was an issue connecting to Zoom (the platform used at the time).

Planning Committee- 02/07/2025

The Officer who was livestreaming the meeting recalls that the stream broke in the meeting after around 3 hours. Unfortunately, it was not possible to fix the issue and as there is no legal requirement to livestream meetings, the meeting continued.

7. In all three incidents a service ticket was not raised with the IT department. When compiling the AGS the question of technical issues was only sent to IT. IT had no service log of technical issue, hence the confirmation that there were no technical issues.
8. The review also identified that the Licensing (statutory) Sub-Committee on 19/05/2025 was not streamed. This was not due to technical issues but staff availability. Since then, more Officers have been trained to run the livestream to avoid a future reoccurrence.
9. In the future, when compiling the AGS the Chief Executive will ensure that assurance is sought from all Officers who livestream meetings, not just the IT department. Further, there is a reminder to all Officers of the need to log a service ticket, even if the issue is resolved in the meeting.
10. The final draft AGS has been amended to reflect this position.

Arguments/Conclusions

11. The Chief Executive received comments/input from two Committee members and presents a final draft to the Committee for approval for sign off by the Leader of Council and Chief Executive.
12. The final draft (Appendix 1) has been revised to take account of the comments received from members. A summary of the comments received is provided in Appendix 2.

Additional Implications Assessment

Financial Implications No	Legal Implications No	Human Resources (HR) Implications No
Equality Impact Assessment (EIA) No	Carbon Impact Assessment (CIA) No	Data Protection Impact Assessment (DPIA) No

Appendices

Appendix 1- Annual Governance Statement 2025/26- Final Draft

Background documents

Audit Committee- 14 July 2026- Agenda Item 6