

ANNUAL GOVERNANCE STATEMENT



Annual Governance Statement Action Plan

This Action Plan has been developed taking into consideration the outcomes from the annual review of corporate governance and development of the Annual Governance Statement; actions and issues identified by the Statutory Officer Group, issues arising from the Monitoring Officer report; governance issues raised by Internal Audit reviews; and third party feedback, inspections or complaints. The implementation of the actions outlined in this plan will be monitored through the Statutory Officers Group and reported to the Audit and Account Committee.

The actions are thematically grouped under the themes of the Centre for Governance and Scrutiny “Risk and Resilience Framework.”

Action	Owner	Target Date
Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law		
Establish Statutory Officers Group to discuss corporate governance arrangements and issues, and to reflect on recurring themes relating to Council improvement.	Service Director: Legal & Governance	Complete
Review Member Officer protocol to ensure that it supports the roles of Members and Officers in decision making.	Service Director: Legal & Governance	30 th September 2023
Implementation of decision-making guidance to improve quality of report writing.	Service Director: Legal & Governance	30 th September 2023
Ensuring openness and comprehensive stakeholder engagement.		
Re-development and implementation of Partnerships Guidance	Service Director Policy & Communities	30 th September 2023
Defining outcomes in terms of sustainable economic, social, and environmental benefits		
Identification of key strategic policies and procedures	Service Director Policy & Communities	Complete

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Implement reporting against Strategic Key Performance Indicators (SKPI's) in line with the Council's Performance Framework and Strategic Framework.	Service Director Policy & Communities	30 th September 2023
Resume reporting on KPIs to the Children & Young People's Committee.	Service Director Policy & Communities	27 th June 2023
Determining the interventions necessary to optimise the achievement of the intended outcomes		
Consider the implementation of the Centre for Governance & Scrutiny Governance Review	Service Director: Legal & Governance	30 th June 2023
Developing the entity's capacity, including the capability of its leadership and the individuals within it		
Development and implementation of Strategic Programme Management Office and Project Management Framework	Service Director Policy & Communities	31 st October 2023
Managing risks and performance through robust internal control and strong public financial management		
Audit & Accounts Committee to complete a review of effectiveness in line with CIPFA guidance.	Head of Internal Audit & Risk Management	31 st December 2023
Develop a three-year Risk Management Strategy outlining steps to develop and embed the Council's risk management processes.	Head of Internal Audit & Risk Management	31 st July 2023
Implementing good practices in transparency, reporting, and audit to deliver effective accountability		
Implement updated Declarations of Interest process for employees.	Head of HR Advisory / Strategic Finance Manager	30 th June 2023
Review of the Communications Protocol	Head of Comms/Chief Executive	30 th September 2023