

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 Accounts Committee.

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

Action	Owner	Target	Status
i. Extent of recognition of individual and collective responsibility for good governance			
Implement a module within the Member Induction Programme to include training on decision making and Member/Officer Protocol.	Democratic Services Manager	1 st June 2025	The draft Pre-Election and Members’ Induction Programme has been considered by the Member Development Panel and CLT. This training will take place on 15 May “Good decision making”
To include in Manager Induction a module on decision making at Cambridgeshire County Council.	Service Director: Legal & Governance	31 st March 2025	In progress.
To review process for completion of Annual Governance Statement to ensure that the process is directed and owned by those charged with governance.	Joint Administration/Statutory Officers Group	31 st March 2025	In progress. Audit underway.
Embed new client-side management arrangements with Pathfinder Legal Services and implement action plan following audit review.	Service Director: Legal & Governance	31 st March 2025	Actions identified in audit now complete – action plan on service improvement

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			developed and implemented.
Ensure external auditors finalise their sign-off of outstanding accounts and value for money opinions.	Executive Director: Finance & Resources	31 st March 2025	Complete
Implement Whistleblowing Action Plan following Protect benchmarking exercise.	Head of Internal Audit & Risk Management	31 st March 2025	Annual report going to Committee 31/10
To carry out Strategic Commander Training for all Directors/Officers on call	Chief Executives Office	31 st March 2025	Training delivered 13/12/24

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Fully implement system of Change Boards throughout the Council.	Executive Director: Strategy & Partnerships	31 st March 2025	Complete
Complete a review of client-side governance in the Council's relationship with This Land Ltd.	Service Director: Legal & Governance	31 st March 2025	Complete – reported to July A&A
ii. Awareness of political dynamics			
Deliver training to Extended Leadership Team on political dynamics and awareness.	Service Director: Legal & Governance	31 st March 2025	Training delivered 5 th Nov 24.
Deliver further training and communications to Extended Leadership Team as needed to embed understanding and awareness of key governance issues and developments.	Service Director: Legal & Governance	31 st March 2025	ELT sessions completed January 2025.
iii. How the council looks to the future to set its decision-making			
Work with the Corporate Leadership Team to enhance awareness and understanding of the political nature of strategic planning and decision-making, including a session focused on the Local Government Association guidance on setting up joint arrangements.	Service Director: Legal & Governance	31 st March 2025	Complete
Delivery of Cambridgeshire's Local Productivity Plan outlining the Council's plans for transforming the way it designs and delivers services to make best use of resources and how it intends to take advantage of the use of data and technology to improve decision-making.	Statutory Officers Group	1 st July 2024	Complete
iv. Officer and councillor roles			
Consider adoption of the Local Government Association Model Councillor Code of Conduct.	Service Director: Legal & Governance	31 st March 2025	Complete
Delivery of procurement and contract management training to officers with responsibility for managing contracts.	Head of Procurement & Commercial	31 st March 2025	In progress

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Review the Constitution to develop a structure that is easier to read and understand.	Service Director: Legal & Governance	31 st March 2025	Complete
v. How the council's real situation compares to its sense of itself			
Implement new Performance Management Framework.	Service Director, Policy Insight & Change	31 st October 2024	Complete
Develop and implement an Action Plan to address the key recommendations from the March 2024 Ofsted Inspection of Local Authority Children's Services.	Executive Director, Children Education & Families	31 st October 2024	Complete and submitted to Ofsted on Monday 19 th August
Conduct a self-assessment of Cambridgeshire County Council against the 2024 statutory guidance on the Best Value Duty for local authorities in England.	Corporate Leadership Team	31 st December 2024	Complete
vi. Quality of local (external) relationships			
External LGA healthcheck on the Council's approach to communications and consultation.	Executive Director: Strategy & Partnerships	30 th September 2024	Complete
Development and publication of a new Consultation & Engagement Strategy.	Service Director Policy, Insight & Change	31 st August 2024	Complete
Launch partnerships self-assessment tool.	Service Director Policy, Insight & Change	31 st October 2024	Complete
Implementation of the Complaints Action Plan in Adults, Health & Commissioning.	Executive Director: Adults, Health & Commissioning	31 st March 2025	Complete
Formal review and update of the Adults Social Care Complaints Policy.	Executive Director: Adults, Health & Commissioning	31 st March 2025	Complete - TOR has been signed off

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vii. The state of member oversight through scrutiny and audit			
Update the Terms of Reference for the Audit & Accounts Committee.	Head of Internal Audit & Risk Management	31 st December 2024	Draft update of TOR shared with SAT Officers, will go to Committee 31/10
Continue to implement the new processes in relation to selection and scoping of Health scrutiny items for Adults and Health Committee.	Democratic Services Manager	31 st March 2025	The Adults and Health Committee agreed on 14 th December 2023 to produce a health scrutiny work plan for 2024/25 which reflected committee members' priorities, was assessed against agreed scrutiny objectives and which was sufficiently flexible to respond to emerging local or national events. Suggestions for potential topics were sought

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		<p>from committee members, senior officers, Healthwatch Cambridgeshire, the voluntary sector and the Integrated Care Board. A long-list of 24 topics was produced which was assessed and scored against criteria agreed by committee members. A work planning workshop was held on 13th March 2024 to which all committee members were invited, including the co-opted members representing the Council's city and district council partners. Members discussed the topics proposed and identified six priority topics for 2024/25. A</p>
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			formal scope has been shared with committee Spokes for each of the topics scrutinised so far during 2024/25 and key lines of enquiry agreed. These have been shared with those being scrutinised and used to structure the committee's scrutiny pre-meet and the public scrutiny session. On 10 th October 2024, the Committee agreed similar arrangements to develop an annual health scrutiny work plan for 2025/26.
Increasing emphasis on the role of Health scrutiny in the Members 'Training programme.	Democratic Services Manager	31 st March 2025	Complete