



**Audit Committee 10<sup>th</sup> December 2014**

**ANNUAL GOVERNANCE STATEMENT 2013/14 ACTION PLAN UPDATE**

**1. Purpose of the Report**

1.1 This brief report supports the updated action plan relating to the issues identified in the Annual Governance Statement (AGS) for 2013/14. The action plan is attached as an appendix to this report and was last reviewed by the Audit Committee at the meeting in September.

**2. Recommendation**

2.1 It is recommended that the Audit Committee consider the progress being made against each item in the action plan and seeks any explanations regarding any aspects of progress.

**3. Action Plan Update**

3.1 An action plan is used to track the progress of the actions necessary to deal with the issue raised through the AGS process. The action plan for the 2013/14 AGS was put together in May when the AGS was first drafted. It was reviewed by the Audit Committee in September and it is appropriate that an update is given now to keep up the momentum of progress.

3.2 Generally progress has been positive against all actions identified. This will be further reviewed in May 2015 as part of the 2014/15 AGS process.

**4. Appendix**

4.1 Annual Governance Statement Action Plan Update

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**Date : 28<sup>th</sup> November 2014**



## ANNUAL GOVERNANCE STATEMENT ACTION PLAN 2013 / 2014 - November 2014 Update

Ref	Annual Governance Statement Action	Responsible Director	Timescales	Current Position – Action Taken / Planned
<b>2012/13 Issues brought forward</b>				
1	To further develop and embed a practical framework to assist in the effective governance and control of the Council's partnerships, contracts and general relationships with external organisations. This has an increased significance in the context of the Future Council programme.	Director Legal & Governance	31 <sup>st</sup> December 2014	<p><u>July 2014</u> A working group has been established to review the current arrangements to identify the areas where further work is required. A detailed workplan will be established to guide this review. <u>September 2014</u> The review process is on-going. <u>November 2014</u> Progress has been limited arising from the need to prioritise commitments relating to the Police and Crime Commissioner By Election. A revised date for completion of this exercise has been set for 31st March 2014.</p>
2	To continue to develop a corporate Information Governance Strategy and associated policies / procedures and guidance for implementation across the Council	Director Finance, Property & Information Services	On going throughout the year	<p><u>July 2014</u> Developing a corporate Information Governance Strategy and associated policies / procedures and guidance for implementation across the Council. <u>September 2014</u> A number of policies and procedures already agreed by the information governance board and SMT and others ongoing <u>November 2014</u> Work continues to progress well on updating policies and procedures</p>
<b>2013/14 Emerging Issue Identified</b>				
3	To ensure delivery of Future Council by April 2015	Senior Management Team / Director HRPPC	On going throughout the year	<p><u>July 2014</u> A Future Council Change Programme has been developed and the Future Council Strategy and Workforce Development Strategy were approved by Cabinet in June 2014 to ensure that Future Council will be achieved by April 2015. <u>September 2014</u> The Future Council Change Programme continues to monitor the delivery of all related programmes and projects. A Future Council steering group has been established to ensure the delivery of all Future Council budget efficiencies. <u>November 2014</u> The arrangements to established new Business Units to take effect in April 2015</p>

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				<p>have been approved. Proposals for additional savings to achieve a balanced budget for 2015/17 have been presented to members and the implementation of the related proposals to address the statutory duty to consult on the employee related aspects of the proposals is being addressed. The Future Council steering group will continue to meet to oversee the delivery of the Future Council Programme and the related efficiency savings.</p> <p>The Future Council Steering Group continues to monitor the progress and delivery of phase 1 and phase 2 efficiencies. Any exceptions or issues are escalated to the Senior Management Team.</p>