

Annual Governance Statement 2007/08 –Action Plan as at October 2008

Issue:	Action No:	Action:	By when?	Person(s) Responsible	Update:
Implementation of the new Corporate Plan	1	Council Priorities identified and progress monitored by Cabinet, Scrutiny Committee and CMT.	From April 2008	Head of Chief Executive's Office	Adopted by Council May 2008. Monthly progress reports on Corporate Priorities taken to Cabinet, Corporate Services Scrutiny Committee and CMT.
Implementation of the Single Equality Scheme	2	Consult on draft scheme prior to adoption of final scheme late in 2008.	December 2008	Head of Chief Executive's Office	Draft scheme adopted in May 2008 for consultation. Final scheme, including action plan, to be considered by cabinet (October 2008) and Council (November 2008) for implementation.
Continuing to ensure a consistent approach to be followed regarding the identification, recording and review of operational risks	3	Audit Commission to monitor progress. Monitoring reports to be received every 6 months	March 2009	Head of Financial Services	On – Course. Meetings held of the Risk management Working Group and standing item on DMTs

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Plan for the implementation of the Comprehensive Area Assessment and the revised Use of Resources assessment	4	Monitor Audit Commission proposals and brief Members and officers. Produce an action plan when final proposals agreed.	As / when published by Audit Commission Jan / Feb 2009	Head of Chief Executive's Office & Head of Financial Services	Briefings to Members in October 2008 on Audit Commission proposals for CAA, including new National Indicator Set. Meeting with LSP Chair on 21 October 2008 on partnership involvement in Area Assessment.
Implementation of the Data Quality Policy.	5	Implementation of DQ Action Plan	September 2009	Head of Chief Executive's Office	Progress to be discussed with external auditor following completion of audit in December 2008.
Review of the governance arrangements surrounding partnerships to ensure that they are within the Council's own policy and those of the Local Area Agreement	6	Partnership Framework to be updated to capture contributions partnerships make to Council policy and LAA priorities	September 2008	Head of Community Partnership Services	Review completed August 2008
Ensure that the potential risks surrounding shared services are examined and addressed where necessary	7	Development and adoption of Shared Services strategy	June 2008	Chief Executive	Complete
Implementation of the actions contained in the Audit & Inspection Letter	8	Mid-year review to be reported to Corporate Services Scrutiny Committee	December 2008	Head of Chief Executive's Office	Report to be taken to Committee on 10 December 2008