

APPENDIX 2 – PROGRESS AGAINST 2021/22 ACTIONS

The 2021/22 Governance Statement detailed issues and actions for further development and focus in 2022/23. This Appendix outlines progress against these actions and made appropriate recommendations for inclusion in the draft Governance Statement.

PRINCIPLE	ACTIONS	PROGRESS AND FURTHER RECOMMENDATIONS (TBC – RELEVANT DIRECTOR)
A. Integrity, ethical values and respect for the rule of law.	<p>Training on Procurement Rules will be mandatory for service leads at least once every three years from 2022/23.</p> <p>Policies for review – Whistleblowing, flexible retirement and redundancy.</p> <p>Internal Audit actions – approval mechanism for invoices over £50,000.</p>	<p>Procurement training took place in June 2022 and September 2023 and it was made very clear to service leads about the new audit requirement and therefore their need to attend.</p> <p>Flexible retirement policy has been updated and is in draft subject to consultation with CMT and Unison. No progress on updating the redundancy policy. Priority has been given to drafting the new Travel and Expenses policy.</p> <p>The 2022/23 internal audit found that all Invoices over £50,000 had been correctly approved in that year.</p>
B. Openness and comprehensive Stakeholder engagement	<p>Implementation of live streaming of Council and Committee meetings.</p> <p>Support to staff – Council’s Equality, Diversity and Inclusion Policy</p>	<p>The livestreaming of Council and Committee meetings commenced from the Council meeting in April 2022 and takes place for all formal decision-making meetings.</p> <p>Staff and Members can view the Council’s progress against the Equality, Diversity and Inclusion Action Plan 2021-2024 in the Annual Equality Monitoring Report.</p>

	Review of Community Engagement Strategy and Press and PR protocol	The information gathering and mapping stages of work are complete and officers will present a revised strategy to the March 2024 Operational Services Committee meeting as planned.
C. Defining outcomes – economic social and environmental benefits	Reinstatement of Service Delivery Plans against agreed timetable.	SDP's are on the forward plan for adoption at the appropriate committee with a 6 month review and end of year report.
D. Intervention to optimise the achievement of intended outcomes	Review user perception of budget monitoring report	A review of both Member and Service Leads use of budget monitoring reports found that the consensus was that these met the needs of the respective audiences and no changes were required.
E. Developing capacity	Development of Planning Software	We are undertaking a review by IDOX to look at how we maximise the use of the existing software and this will involve an audit of current processes at a cost of circa £2,000. This audit and review will take place post a wider Planning Service Review which is to be undertaken between now and the end of 2023 which may delay the IDOX review to the following financial year.
F. Risk Management	Member risk management training for June 2022 Review effectiveness of the Audit Committee	This took place, followed by a session for officers in July 2022 Lis was leading on this, but she failed to get buy-in from other Audit Committee members, so it didn't really happen.

	Review of counter fraud policies	Updated version approved by Full Council on 21 February 2023.
G. Transparency, reporting and Audit	Role of the Head of Internal Audit – review	A review was started but not completed in 2022/23, and work on this is being continued in 2023/24.