

Annual Governance Statement 2018/19 Action Plan

Issue	Description	Action	Current Position	Date Due	Officer	BRAG
Risk Management	Assess the Council's overall 'risk appetite' and subsequently undertake a review of Strategic Risks and develop a means of ensuring that project related risks are consistently recorded and managed	<ol style="list-style-type: none"> 1. Identify key strategic matters 2. Undertake risk appetite training with key officers/Members 3. Populate strategic risk register 4. Refresh Council's Risk Strategy 5. Obtain approval from G&A Cttee 	<ol style="list-style-type: none"> 1. Corporate Plan (2019-2023) approved setting out strategic priorities 2. Risk appetite workshop held with Mgt Team 3. Framework for capturing strategic risks approved 4. Members' risk appetite established 5. Risk Strategy 2019-2023 approved at G&A Cttee Oct 2019 6. Risk Mgt Training delivered for Members and Staff Oct 2019 	31/03/2020	I. Knowles	Black
Peer Review	Prepare for and hold a Peer Review to set improvement targets and seek third party accreditation against a nationally recognised framework	<ol style="list-style-type: none"> 1. Prepare effectively for the review in Jan 2020 2. Hold review and facilitate requests of relevant personnel 3. Receive feedback and recommendations 4. Present findings to Members 5. Draw up plan to implement recommendations 	<ol style="list-style-type: none"> 1. Lead officer appointed 2. ToR agreed 3. Timetable agreed for Peer Review at WLDC – Jan 2020 4. Awareness sessions held with staff and Members Nov 2019 5. WLDC Position Statement produced 6. Peer Review conducted and final report received 	31/07/2020	I. Knowles	Black

Governance Review	Work on the findings of the Governance Review, undertaken by Internal Audit, to ensure the Council's culture and values are consistently understood and exhibited	<ol style="list-style-type: none"> 1. Review findings with Mgt Team 2. Allocate actions to key officers 3. Monitor and review progress 4. Report on completion to Mgt Team and G&A Cttee Incorporate main aspects onto AGS for 2019/20 5. Arrange for re-evaluation exercise to be held 	<ol style="list-style-type: none"> 1. Findings discussed with Mgt Team and action plan developed 2. Monitoring of progress underway 3. Follow-up audit conducted and high assurance rating provided 	31/07/2020	I. Knowles	Black
Member Induction & Training	Induct new and returning Councillors and implement the Member Development Training Plan	<ol style="list-style-type: none"> 1. Complete initial induction programme and obtain Member feedback 2. Convene Member Development Group (MDG) 3. Finalise year 1 plan and present to G&A Cttee Oct '19 	<ol style="list-style-type: none"> 1. Initial induction programme and feedback process completed 2. Meetings arranged for MDG 3. Training plan approved by G&A Cttee 	31/03/2020	I. Knowles	Black