

Annual Governance Statement 2019/2020 Action Plan

Issue	Description	Action	Current Position	Date Due	Officer	BRAG
Implement the Senior Management Restructure	Implement the restructure in line with approved decision	<ol style="list-style-type: none"> 1. Complete the structure chart, Job Descriptions and Person Specifications 2. Carry out staff consultation 3. Recruit to vacancies 4. Team development 		31/12/2020	I. Knowles	
Sustainability, Climate & Environment Strategy	Produce the Strategy for adoption by Council in May 2021	<ol style="list-style-type: none"> 1. Undertake initial public consultation 2. Renew existing Carbon Mgt Plan 3. Produce draft Strategy for second phase of consultation 4. Incorporate feedback and carbon reduction initiatives into draft Strategy 5. Present Strategy and action plan for adoption to Full Council May 2021 		31/05/2021	I. Knowles	
Effectiveness of the Governance & Audit Committee survey	Address issues arising out of the survey undertaken by the Committee	<ol style="list-style-type: none"> 1. Review findings of survey 2. Form Member Working Group to formulate action plan to address issues 3. Provide G&A Cttee with progress updates 4. Complete action plan and obtain G&A Cttee sign off 		31/07/2021	A. Robinson	
Post-emergency pandemic recovery response & plans	To ensure the Council is fully aware of the impact the pandemic is having on its operations	<ol style="list-style-type: none"> 1. Put in place Local Outbreak Management Plan 2. Covid secure all Council buildings 		31/07/2021	I. Knowles	

	and has mitigated the issues and embraced the benefits	<ol style="list-style-type: none"> 3. Provide key advice to local businesses 4. Review financial position 5. Develop economic recovery plan 6. Consider lessons learned and ensure that positive changes are maintained 				
Effectiveness and understanding of corporate procurement procedures	Undertake a review of the procedures and implement required remedial actions	<ol style="list-style-type: none"> 1. Conduct survey with users of the procurement service 2. Analyse results and report to Mgt Team 3. Draw up action plan to address identified issues 4. Monitor progress of plan 5. Conduct follow-up survey 		30/04/2021	A. Robinson	
Act on the recommendations of the Peer Review	Capture the recommendations within the Executive Business Plan and performance management arrangements	<ol style="list-style-type: none"> 1. Review recommendations 2. Highlight specific actions within business delivery and performance mgt activities 3. Consider follow up review with LGA 		30/04/2021	I. Knowles	