



**REPORT of
DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE**

**to
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE
10 JUNE 2021**

ANNUAL GOVERNANCE STATEMENT ACTIONS UPDATE

1. PURPOSE OF THE REPORT

1.1 To update the Committee on the actions identified in the 19/20 Annual Governance Statement

2. RECOMMENDATION

(i) To review the AGS action table and updates below and challenge where necessary .

3. SUMMARY OF KEY ISSUES

3.1 The Annual Governance Statement in its new format was approved by the Performance, Governance and Audit committee on 30 July 2020. In line with the Chartered Institute of Public Finance and Accountancy (CIPFA) best practice, it was reflective of governance matters for 2019/20, and forward looking about where we could make improvements for 2020/21.

3.2 For the first time, the report has an action plan for the year looking forwards and the Committee agreed that progress on the actions would be reported to and reviewed by the Committee.

3.3 The Action Plan is held on our SharePoint system and updated by responsible officers.

3.4 The current table of actions and officer updates are detailed below for Member consideration

Title	Owner	Status	Target Completion	Commentary
Be more performance driven. Focus has been on establishing measures and reporting at an outcome level, the programme for the next year will be to review and revise these measures	Cheryl Hughes	Completed		Balance scorecard has been launched for internal performance, and exceptions are reported to the Performance, Governance and Audit committee
Internal balance scorecard reporting has been put	Paul Dodson	Completed	26/02/2021	Action Complete

together and will start to be used at leadership meetings-enabling swift decision-making				
Overall PMO reporting and lessons learned utilised at extended leadership team and to inform future budget considerations	Paul Dodson	Completed		Monthly project board now reviews closure reports and discusses lessons learned as part of final sign off for projects
A review of the Corporate Risk Register, to map Risk Management to the corporate outcome delivery	Cheryl Hughes	Ongoing	15/02/2021	Review of the Risk register according to the revised corporate plan will take place in June 21 when the full outcome mapping has been completed
Plan the internal audit programme according to the weaknesses in outcome delivery	Chris Leslie	Completed	31/03/2021	The audit plan for 2021/22 has been approved by Committee. The plan considered the corporate risk register which identifies risks around service delivery. Monitoring of progress against the plan will be reported to Committee on a regular basis throughout the year.
Monitor and improve commercial income delivery, and tracking the benefits of the Transformation programme	Steven Butcher	Ongoing		Finance are also doing an exercise to re-conciliate budgets, which will feed into the Overview and Scrutiny report that reviews the Transformation programme (due May 2021)
Review our Audit committee arrangements in light of the Redmond review (i.e Performance, Governance and Audit committee)	Cheryl Hughes	Ongoing	30/01/2021	Still awaiting the final report to feed in, so will roll this into the 2021/22 AGS actions
Analyse our preparedness for the CIPFA financial management code and put necessary measures in place for 2021 https://www.cipfa.org/policy-and-guidance/publications/f/financial-management-code	Annette Cardy	Completed	31/03/2021	Action Complete

Public involvement and budget consultation as part of our Annual Strategic Cycle	Chris Leslie	Ongoing	31/12/2021	A draft budget consultation has been prepared and is currently being finalised. This will be built in to the budget setting timetable.
Peer review of our scrutiny arrangements	Cheryl Hughes	Completed	30/01/2021	Although not a peer review, we consider this reassurance around our enhanced scrutiny arrangements
Governance internal audit actions	Cheryl Hughes	Completed	31/12/2020	All recommended audit actions have now been completed and signed off
Further roll out of risk management training	Cheryl Hughes	Completed	22/01/2021	Office training delivered Jan 2021 and well attended. we also recorded the session and have promoted to all staff that it is available on Freshservice
Monitor the impact of the COVID crisis on the governance arrangements	Paul Dodson	Ongoing		We are currently reviewing governance arrangements in light of the ongoing social distancing measures; alongside remote committee legislation being withdrawn

4. CONCLUSION

- 4.1 The information provided gives progress updates against the key actions defined in the 2019/20 Annual Governance Statement

5. IMPACT ON STRATEGIC THEMES

- 5.1 Good governance will enable delivery of strategic priorities going forwards.

6. IMPLICATIONS

- (i) **Impact on Customers** – – Not applicable (NA).
- (ii) **Impact on Equalities** – NA
- (iii) **Impact on Risk** – good governance will help minimise our corporate risk for the future

- (iv) **Impact on Resources (financial)** – the monitoring and delivery of this item is provided within existing resources
- (v) **Impact on Resources (human)** – – the monitoring and delivery of this item is provided within existing resources
- (vi) **Impact on the Environment** – NA
- (vii) **Impact on Strengthening Communities** - NA

Background Papers: 2019/20 Annual Governance Statement

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