

Report To: Corporate Governance Committee

Date of Meeting: 9 January 2013

Report Author: Head of Internal Audit Services

Title: Corporate Governance Framework Action Plan

1. What is the report about?

This report provides the Committee with the latest action plan and progress update resulting from the review of the Council's governance framework and the Annual Governance Statement 2011/12.

2. What is the reason for making this report?

Corporate Governance Committee will monitor the Corporate Governance Framework Action plan on a regular basis as part of the Council's overall governance arrangements.

3. What are the Recommendations?

- Committee considers and comments on progress in managing the actions in the Corporate Governance Framework Action Plan.
- Committee considers whether it requires additional reports or evidence of progress.

4. Background

4.1. The Council's Corporate Governance Framework includes an annual assessment of the Council's governance arrangements and an Annual Governance Statement that highlights any significant governance weaknesses. The Framework also highlights further areas that, while not being significant weaknesses, still need improvement.

4.2. We have a 'Governance Group' to manage the Corporate Governance Framework process and development of the Annual Governance Statement on an on-going basis during the financial year. This Group consists of:

- Chair of Corporate Governance Committee
- Vice-chair of Corporate Governance Committee
- Head of Legal & Democratic Services
- Head of Business Planning & Performance
- Head of Finance & Assets
- Head of Internal Audit

4.3. The Group has developed an action plan (Appendix 1) arising from the latest review of governance arrangements. The action plan is flexible and may need to be added to as issues arise during the year, as it is our intention to monitor governance arrangements throughout the year rather than a one-off process at year-end.