

APPENDIX 1: GOVERNANCE WORK PLAN 2014/15

Work Area	Timescale	Responsible Officer	Action/Comment
Continue to review the Local Code of Corporate Governance and to monitor the Governance Work Plan for the year	½ yearly review	Legal and Democratic Services Manager	Completed Reviews undertaken in December 2014 and June 2015
Introduce a new Leadership and Development Programme for Managers	Commencing in October 2014	Director of Housing and Environmental Services	Implemented and on-going. External trainer procured and 3-year programme established; year 1 progressing.
Update Induction training for Members	March 2015	Legal and Democratic Services Manager	Completed. Induction being progressed following election of new Council in May 2015.
Development of Neighbourhood Plans for local communities	March 2015	Director of Community and Planning Services	Support being provided to one Parish. Government funding awarded to meet costs.
Expand the publication of “open data” in accordance with the new Transparency Code for Local Government	September 2014	Director of Finance and Corporate Services	The main framework and areas subject to the Code completed. This will be on-going as new requirements are published together with audit checks. Requirements to standardise the format of data sets to be developed in accordance with best practice.
Implement a Data Management Policy	September 2014	Director of Finance and Corporate Services	Completed. Data retention schedules updated. Corporate guidance provided to manage data.