

Local Code of Corporate Governance

Action Plan

(Incorporating actions from the Annual Governance Statement 2012/13)

| Issues and Actions | Timescale | Responsible Officer | Action/Progress |
|--|-----------------|----------------------------|---|
| Continue to review the Local Code of Corporate Governance in accordance with updated guidance and to undertake any outstanding work during the year. | ½ yearly review | Monitoring Officer | Reviews held in December 2012 and June 2013 |
| Members' training and development programme to be reviewed and Action Plan implemented. | Ongoing | Head of Corporate Services | Review to be carried over to 2012/13 to incorporate various courses arranged by East Midlands Councils as part of the Derbyshire Member Development Skills Programme and a Regional Programme of Briefing Events for Councillors. |
| Implement any actions emerging from the Localism Act 2011 that impact on the Governance agenda. | March 2013 | All Heads of Service | A number of briefings have been given to Members on these matters, which have included impacts on Governance and Locality. These will continue to be delivered and any actions will be flagged and brought to the attention of Officers and Members. |
| Review Officer Code of Conduct when National Guidelines issued. | March 2013 | Head of Corporate Services | Consultation document has been provided and Council has submitted a formal response. Detailed guidelines are awaited to determine specific action. |
| Adopt Revised Member Code of Conduct when legislation introduced. | March 2013 | Head of Corporate Services | Full Council considered the government's initial proposals on the future of the local standards framework on 10 th November 2011. Following the publication of the Localism Act 2011 and associated Regulations, a Special Standards Committee and Full Council Meeting will be held in June 2012 to determine the Council's arrangements for the new standards regime effective from 1 st July 2012. |
| Development of the Core Strategy/Local Plan. | March 2013 | Director of Operations | By the end of September 2012 the Council will undertake public consultation on "Preferred Growth Strategy for South Derbyshire" and by the end of March 2013 will undertake formal public consultation on draft local plan. |
| Update the Council's scheme of delegation to reflect the Council's new structure. | March 2013 | Monitoring Officer | The existing scheme to be reviewed following several Departmental restructures in the Authority. |

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| Review on the new arrangements for Standards Committee scheduled for 2012/13 | March 2013 | Monitoring Officer | Full Council considered the government's initial proposals on the future of the local standards framework on 10 th November 2011. Following the publication of the Localism Act 2011 and associated Regulations, a Special Standards Committee and Full Council Meeting will be held in June 2012 to determine the Council's arrangements for the new standards regime effective from 1 st July 2012. |
| Review requirements to have independent chair of Audit Sub-Committee. | March 2013 | Head of Corporate Services | To be reviewed by the Council as part of guidance on Good Practice. |
| Internal Audit of Risk Management scheduled. | March 2013 | Head of Corporate Services | Review of Risk Management scheduled for June 2012, any actions coming out of this review will be implemented during the year by the date agreed. |
| Review of Whistleblowing policy. | March 2013 | Monitoring Officer | A review of the whistle blowing policy will be carried out. |
| Review of Member Induction process – to include Members powers. | March 2013 | Head of Corporate Services | Future induction and training processes to be reviewed to incorporate duties and responsibilities of individual Members in their community leadership roles. |
| Produce a revised Engagement Strategy following a review of the Council's approach to consultation and engagement. | December 2012 | Head of Corporate Services | Over the next 6 months we will produce a new Engagement Strategy following the review, which has been undertaken in 2011/12. We will then roll out this new approach across the Council through training for staff/members and regular communication. |

Actions completed from the 2011/12 Local Code of Corporate Governance Action Plan

| Issues and Actions | Timescale | Responsible Officer | Action/Progress |
|---|------------|----------------------------|---|
| Maintain and strengthen data quality arrangements – Implement action plan emerging from the internal audit of data quality. | June 2012 | Head of Corporate Services | A revised Data Quality Strategy and Action Plan has been drafted and will go to Finance and Management Policy Committee in June 2012 for approval. |
| EIRA screening assessment of policy documents. | March 2012 | Head of Corporate services | All planned EIRA have been completed and this will be reported as part of the Annual Report on Equalities and Fairness that will go to Finance and Management Policy Committee in June 2012 for approval. |
| Service Access Review. | March 2012 | Director of Operations | A service access reviewed will be completed that looks at the channels at which our customers access Council services. Finance and Management Policy Committee approved this in April 2012. |
| Overview and Scrutiny Committee to review arrangements and develop an annual Action Plan. | March 2012 | Head of Corporate Services | Overview and Scrutiny Annual Report went to Annual Council on the 17 th May 2012; this outlined the work carried out during 2011/12 and the programme for 2012/13. |
| Maintain and strengthen current partnership arrangements – Implement action plan emerging from the internal audit of partnership working. | March 2012 | Head of Corporate Services | All key partnerships included in service plans for 2012/13. The action plan emerging from the internal audit of partnerships has now been fully implemented. |