

## APPENDIX 2 – PROGRESS AGAINST 2022/23 ACTIONS

The 2021/22 Governance Statement detailed issues and actions for further development and focus in 2022/23. This Appendix outlines progress against these actions and made appropriate recommendations for inclusion in the draft Governance Statement.

PRINCIPLE	ACTIONS	PROGRESS AND FURTHER RECOMMENDATIONS
<p>A. Integrity, ethical values and respect for the rule of law.</p>	<p>Training on Procurement Rules will be mandatory for service leads at least once every three years from 2022/23.</p> <p>Policies for review – Whistleblowing, flexible retirement, Travel and Expenses policy and redundancy.</p> <p>Internal Audit actions – approval mechanism for invoices over £50,000.</p>	<p>Procurement training took place in June 2022 and September 2023 and it was made very clear to service leads about the new audit requirement and therefore their need to attend.</p> <p><b><i>Updated Flexible retirement, travel and expenses policy and redundancy policy has now been agreed with UNISON.</i></b></p> <p>The 2022/23 internal audit found that all Invoices over £50,000 had been correctly approved in that year.</p>
<p>B. Openness and comprehensive Stakeholder engagement</p>	<p>Implementation of live streaming of Council and Committee meetings.</p> <p>Support to staff – Council’s Equality, Diversity and Inclusion Policy</p>	<p>The livestreaming of Council and Committee meetings commenced from the Council meeting in April 2022 and takes place for all formal decision-making meetings.</p> <p>Staff and Members can view the Council’s progress against the Equality, Diversity and Inclusion Action Plan 2021-2024 in the Annual Equality Monitoring Report.</p>

	Review of Community Engagement Strategy and Press and PR protocol	The information gathering and mapping stages of work are complete and officers will present a revised strategy to the March 2024 Operational Services Committee meeting as planned.
C. Defining outcomes – economic social and environmental benefits	Reinstatement of Service Delivery Plans against agreed timetable.	SDP's are on the forward plan for adoption at the appropriate committee with a 6 month review and end of year report.
D. Intervention to optimise the achievement of intended outcomes	Review user perception of budget monitoring report	A review of both Member and Service Leads use of budget monitoring reports found that the consensus was that these met the needs of the respective audiences and no changes were required.
E. Developing capacity	Development of Planning Software	We are undertaking a review by IDOX to look at how we maximise the use of the existing software and this will involve an audit of current processes at a cost of circa £2,000. This audit and review will take place post a wider Planning Service Review which is to be undertaken between now and the end of 2023 which may delay the IDOX review to the following financial year.
F. Risk Management	Member risk management training for June 2022	This took place, followed by a session for officers in July 2022

	Review effectiveness of the Audit Committee	<p>The Constitutional Review Working Party will review the terms of reference and modus operandi of the Audit Committee and will report to Council in February 2024.</p> <p>In addition, the Audit Committee will consider and approve its 2023 Annual Report for recommendation to Council for the first time.</p>
	Review of counter fraud policies	Updated version approved by Full Council on 21 February 2023.
G. Transparency, reporting and Audit	Role of the Head of Internal Audit – review	<b><i>The review is being undertaken in accordance with CIPFA guidance and good practice. Self assessments have been completed by Director, Finance and the Chief Internal Auditor. This will be completed in 2023/24.</i></b>