

## **GOVERNANCE COMMITTEE**

TUESDAY, 23RD MARCH, 2021, 6.00 PM

HYBRID MEETING – TO BE HELD IN THE WHEEL ROOM, CIVIC CENTRE, WEST PADDOCK, LEYLAND PR25 1DH AND VIA MICROSOFT TEAMS

ACCESSIBLE VIA MICROSOFT TEAMS AND YOUTUBE

### **SUPPLEMENTARY AGENDA**

I am now able to enclose, for consideration at the above meeting of the Governance Committee, the following information:

<b>4    Annual Governance Statement - Progress Report</b>	
---	--

(Pages 3 - 6)

Report of the Director of Governance and Monitoring Officer enclosed.	
---	--

Gary Hall  
CHIEF EXECUTIVE

Electronic agendas sent to Members of the Governance Committee

This page is intentionally left blank

Report to	On
Governance Committee	Tuesday, 23 March 2021

Title	Report of
Annual Governance Statement - Progress Report	Director of Governance and Monitoring Officer

Is this report confidential?	No
------------------------------	----

(N.B. Numbering should follow on consecutively. Formatting such as 1.2, 1.2.1 etc. will not be permitted)

## Purpose of the Report

1. To update members on the progress of the AGS Action Plan.

## Recommendations

2. That members note the progress and substantial completion of the action plan.

## Reasons for recommendations

3. The Annual Governance Statement for 2019/20 identified failings in the governance environment and the action plan proposed and adopted by members addresses the issues raised.
4. It is important therefore that members of this Committee are aware of the progress of implementation to satisfy themselves that the issues are being resolved.

## Other options considered and rejected

5. None

## Corporate outcomes

6. The report relates to the following corporate priorities: (tick all those applicable):

An exemplary council	✓	Thriving communities	
A fair local economy that works for everyone		Good homes, green spaces, healthy places	

## Background to the report

7. The Council approved the Annual Governance Statement Action Plan for 2019/20. The Action Plan included 13 actions to address governance failings identified in the AGS. Progress on implementation was reported in September last year where a number of the actions were recorded as completed.

8. Since September last year the following actions have been completed.

**Review the council's constitution, including financial regulations and scheme of delegation.**

9. As reported to Governance Committee in September most of the subactions have been completed with only the financial procedure rules being outstanding. The review of these has now been completed and the updated rules are being presented to this meeting.
10. This action can now be marked as complete, but it is important to note that further amendments to the Scheme of Delegation will be required to reflect the recent organisational changes.

**Develop and agree a business planning process for services**

11. This is now complete and the business planning process is now being implemented. Business plans for each directorate are being developed using a consistent approach across the council.

**Develop a new performance management framework and data quality policy**

12. The Framework, which incorporated the data quality policy, was approved by Executive Cabinet in November 2020 and this action is complete.

**Develop an Organisational Development Strategy**

13. The Organisational Development Strategy has been developed and approved. Delivery now underway with interventions such as the Flair Programme for aspiring managers and a new appraisal process being introduced. This action is complete.

**Develop a Communications Strategy**

14. The Communications Strategy was approved at Cabinet in December 2020. This action is complete.

15. The following actions remain outstanding:-

**Develop a consultation framework and community engagement strategy**

16. This action is due for completion in June 2021. Work to develop a consultation framework has now commenced.

**Agree an approach to monitoring and managing the implementation of management actions agreed in internal audit reports**

17. The consideration of this action was deferred until after the appointment of the Service Lead for Audit and risk to enable them to lead on it. Internal Audit are currently identifying all agreed management actions which remain outstanding. Going forward all actions will be recorded on the GRACE system against the specific risk to which they relate. This will allow for a rigorous monitoring and reporting regime to be introduced.

**Develop a Key Partnerships Framework**

18. This will be presented to members at this meeting to approve the principles. This is marked as outstanding as the Framework will not be adopted until later in the year.

## Risk

19. Risk was assessed in the initial report which presented the AGS and action plan. The delivery of these actions in a timely manner will serve to manage the risks identified in the earlier report.

## Comments of the Statutory Finance Officer

20. No comments.

## Comments of the Monitoring Officer

21. No comments.

Chris Moister  
Director of Governance

Report Author:	Email:	Telephone:	Date:
Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services)	dcranshaw@southribble.gov.uk	01772 62xxxx	

This page is intentionally left blank