

ANNUAL GOVERNANCE STATEMENT 2013-14: Status Report

The following is a summary of the status of the agreed actions that were identified to address the significant governance issues were identified and recorded on the Council's Annual Governance Statement 2013-14:

	Governance Issue	Agreed Action	Target Date	Responsible Officer	Status	Comments
1.	The Council's Anti Money Laundering Policy has not been updated since Feb 2009.	Policy to be reviewed and updated to reflect current good practice together with a commitment for future periodic reviews. Appropriate arrangements to be made to communicate the updated policy.	July 2014	Director of Corporate Services	COMPLETED (July 2014)	Updated document published on the intranet in July 2014 (next review date 2017).
2.	The Corporate Procurement Strategy refers to the period 2009-12	Contract Procedure Rules to be reviewed and updated by end of 2014 with the revised and updated Strategy by early 2015.	March 2015 (revised to June 2015)	Director of Corporate Services	Open	The updated Corporate Procurement Strategy and the associated Contract Procedure Rules are expected to be published in June 2015. The slippage reflects that the lead officer has been seconded to lead on the Infrastructure Transformation workstream.
3.	Transparency information published on the internet includes a Members' 'Gifts & Hospitality Register' however the last entry on the document is dated April 2012.	The requirement to make such declarations was dropped when the new code, under the Localism Act, came into being in July 2012. It is however considered appropriate, in terms of transparency, to review the current approach to the publication of Members 'Gifts and Hospitality'. A report to be taken to Governance Committee in Sept 14 with both an updated draft Code and proposed addition in relation to members gifts and hospitality with a de minimus level of £50 for registration.	Sept 2014	Director of Corporate Services	COMPLETED (Nov 2014)	Proposal approved and adopted as per the minutes of the Governance Committee meeting of 15 th September 2014 and the minutes of the Full Council meeting on 19 th November 2014.

4.	The 'Children's Services & Learning Complaints and Representation Procedure' published on the internet is dated September 2006.	Review and update the 'Children's Services & Learning Complaints and Representation Procedure' to ensure that it remains aligned with statutory procedures with a commitment for future periodic reviews.	July 2014	Director of Corporate Services	Open	Updated document published on the internet in July 2014.
5.	Understanding of and compliance with Information Governance policies and procedures.	Information Governance e-learning (including Data Protection, Freedom Of Information Act and Protecting Information) to be mandatory for all staff and new starters.	Ongoing	Director of Corporate Services	Ongoing	There is now a set of online training modules covering Information Governance through the Learning and Development Portal. These are mandatory for all staff to complete (and pass). Quarterly reports are considered by CMT
6.	Business continuity plans need to reflect the high level of organisational change that has taken place and is ongoing.	Business continuity plans to be reviewed, tested and evaluated to ensure that they reflect the new organisational structure.	May 2015	Director, Place	Open	On track for May target date. New Business Continuity policy and templates have been drafted.
7.	Understanding of and compliance with the council's 'Corporate Standards'	Learning and communication exercise to be rolled out to relevant officers in respect of the legal decision making process.	Commence Autumn 14	Director of Corporate Services	See comment	This has not been actioned due to competing priorities and reduction in resources. At the moment the H of LDS is unable to give any definitive date when it will be able to commence this project.