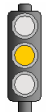
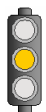
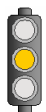
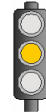



APPENDIX C - STATEMENT OF INTERNAL CONTROL & CORPORATE GOVERNANCE ACTION PLAN

Area for Improvement	Action(s) Required	Timescale	By whom?	Current Status	Traffic light
Formulate and specify corporate objectives, priorities and policies	Maintain the validity of strategic plans through community input and consultation and implement measures to ensure that consultation is co-ordinated and successful	March 2006	Cabinet, CE & HCS	Improvements made through the introduction of a corporate Consultation Strategy. An Annual Consultation process is now planned aimed at informing the decision making process. Corporate Plan priorities are now more focussed with clear links to the Community Strategy	<i>Amber</i> 
	Clarify plans for delivery of the Community Strategy with key stakeholders to ensure that there is a clear understanding of priorities and required outcomes	March 2006			
Translate corporate priorities into service objectives, action plans and resource needs	Continue to improve the business planning process by evaluating service performance linked to plans	March 2006	CD(Com)	Some improvement through the introduction of a business planning timetable, improved links to the Corporate Plan and the developing role of Star Chamber. Corporate and Service specific risk registers are being developed and populated	<i>Amber</i> 
	Develop robust resource planning to deliver corporate objectives/priorities	March 2006	Cabinet, CD(Cen) & HFS		
	Develop the Council's approach to identifying risks and maximising opportunities in the decision making process	March 2006	CD(Cens), HFS & All Service Heads		
Resourcing and implementing action plans	Develop our workforce planning arrangements to ensure that our staff have the necessary skills and training to deliver services	March 2006	CE & HHR	Significant improvements made particularly around Member roles and responsibilities and a more customer focussed approach to service delivery. Workforce and VFM Strategies are now being developed	<i>Amber</i> 
	Improve on our 'value for money' arrangements in light of the Government's efficiency savings requirements	March 2006	CD(Cen) & HFS		



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Area for Improvement	Action(s) Required	Timescale	By whom?	Current Status	Traffic light
Reviewing progress, outcomes and performance against objectives	Provide greater clarification of the Council's performance framework arrangements and senior officer roles in this	March 2006	MT & All Service Heads	Some improvements in this area particularly relating to the development of key performance indicators for strategic monitoring and the ongoing development of the performance information system (Escendancy) currently being piloted. Actions from an Audit Commission review of Performance Management to be integrated into the revised 2005/06 Corporate Improvement Plan	<i>Amber</i> 
	Develop a more consistent and corporate approach to capturing and reviewing performance information	March 2006	Cabinet & Performance Review Committee		
	Develop further the Cabinet and Overview & Scrutiny roles in the monitoring and review of performance	March 2006	Cabinet & Overview & Scrutiny Committee		
Statement on Internal Control and Corporate Governance (SIC&SG)	Establish a management group with overall responsibility for ensuring that robust and consistent arrangements are in place for identifying and evaluating sources of assurance and supporting evidence and for drafting the Statement by the due date	October 2005	SIC&CG Management Group & Audit Committee	A management group has been established to oversee developments of of an Internal Control & Corporate Governance Database and to prepare the SIC&CG. SIC&CG approved by Audit Committee and published	<i>Green</i> 

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Area for Improvement	Action(s) Required	Timescale	By whom?	Current Status	Traffic light
Fraud Prevention and Detection	Review the Council's Whistleblowing and Counter Fraud and Corruption Policies and Codes of Conduct	December 2005	CD(Cen) & HFS	The Council's probity and standard of conduct arrangements are well established. The Benefits Anti-Fraud Policy and Sanctions Policy were updated in July 2005. Non-Benefit policies and the Whistleblowing Policy have not been reviewed for a number of years.	Amber 
Business continuity and emergency planning (Civil Resilience)	Review the Council's Civil Resilience arrangements in light of the Civil Contingencies Act becoming law and implement action plans to ensure compliance	November 2005	CE & CD (Com)	A self-assessment of the Council's Civil Resilience arrangements conducted during 2004/05 identified a number of areas in need of improvement, particularly around business and service continuity management. Plans are at an early stage to formalise the ways in which the Council will address the implications of the Act which becomes law in November 2005.	Amber 

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Area for Improvement	Action(s) Required	Timescale	By whom?	Current Status	Traffic light
Best Value Procurement arrangements	Review corporate procurement practices in line with requirements of the National Procurement Strategy for Local Government	Completed	CD(Cen), HFS & Procurement Strategy Group	An officer Procurement Group and Procurement champions have been established and progress is monitored by the Performance Review Committee	<i>Green</i> 
	Review and revise corporate Procurement Strategy	Completed	CD(Cen), HFS & Procurement Strategy Group	Major revision of the corporate Procurement Strategy completed and new Strategy adopted in July 2005. Work is ongoing to continuously improve the Council's procurement arrangements aimed at establishing a more holistic and corporate approach.	

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