

**APPENDIX 1**  
**Corporate Governance Action Plan**

<b>Core Principle</b>	<b>Agreed action</b>	<b>Outcome</b>	<b>By whom</b>	<b>By when</b>
A C D F	Develop a new Local Code of Corporate Governance, including responsibilities for implementing and reviewing the Code	Develop Draft Local Code of Corporate Governance  Code complete and report to Council	Head of Internal Audit/ Risk & Financial Services Manager	December 2007  February 2008
A C D F	Establish the process for producing the Annual Governance Statement	Report to Audit Committee outlining revised process  New-style AGS prepared	Risk & Financial Services Manager	January 2008  April 2008
A B C D	Implement the Partnership Strategy Action Plan	Strategy to be reviewed by Executive  Revised strategy in place	Director of Corporate Services	March 2008  May 2008
A	Review corporate comments, compliments, and complaints procedure	Continuous Process Improvement Project	Director of Corporate Services	May 2008
A D	Further develop the corporate approach to Value for Money and include a measure of the quality of service	Assessment of 2006/07 approach to VFM and revised approach ready to inform the budget setting process for the new organisation	Director of Corporate Services	October 2008
A D F	Develop and implement a corporate governance awareness and training programme	Training programme to be developed after the local code has been drafted.  Programme delivered	Head of Internal Audit /Risk & Financial Services Manager	January 2008  During 2008/09
B C	Produce an annual report on the work of Standards Committee and promote awareness of the role of the committee	Annual report in progress  Standards Committee internet page	Legal & Democratic Services Manager	February 2008  February 2008

## Detailed review of Corporate Governance against 2007 CIPFA/SOLACE Framework

Core Principle	Agreed action	Outcome	By whom	By when
A C F	Increase community and partner engagement	Strategy to be reviewed by Executive Revised strategy in place	Director of Corporate Services	December 2007 February 2008
D	Review the Council's Strategic Risks and Corporate Risk management Strategy	Carry out review of risk register and RM strategy Report to Executive on review of risk	Risk & Financial Services Manager	February 2008 March 2008
D E	Produce updated guidance on protocols for decision making, including delegation	Intranet based audit of decision making practices Review of existing protocols Revised guidance (if required)	Legal & Democratic Services Manager	February 2008 February 2008 February 2008
D	Produce an annual report on the work of scrutiny	Annual Report on the work of scrutiny	Scrutiny Officer	May 2008
A B C F	Incorporate the Council's values in to the review of priorities and strategic improvement plan	Strategy to be reviewed by Executive Revised strategy in place	Director of Corporate Services	March 2008 June 2007