

Annex 1

No.	Issue Identified	Summary of Action Proposed	Current Position
1.	Corporate Risks: <ul style="list-style-type: none"> ● Limited Resources ● Political Stewardship ● Homelessness ● Brexit 	These corporate risks will be monitored by the Corporate Management Team and reported to the Governance and Audit Committee	The risks are regularly reported to the Governance and Audit Committee.
2.	Process of declaring casual vacancies	This will be reviewed and reported back to Council with recommendations	The unforeseen elections in this year have delayed a more detailed consideration of the process for casual vacancies. This will be progressed in 2020/21.
3.	Financial Regulations are out of date and need to be refreshed	This review will be led by the Head of Financial Services and reported via CRWP and the Standards Committee to Council	This refresh of Financial Regulations has been deferred to coincide with a wider Financial Management Review. The Chartered Institute of Public Finance and Accountancy (CIPFA) published their Financial Management Code in late 2019 and the Council will undertake a review of financial management later this year, which will help stabilise finances and to build for the future.
4	Annual review of the Constitution	This will include: <ul style="list-style-type: none"> ● Planning Committee speaking rules and other committee procedural matters ● Council petition scheme ● Legal rules ● Timetable for questions to Council 	No progress has been made on these items. Capacity has been taken by multiple attempts at amending senior officer employment rules.

5	Audit reports with governance implications	The implementation of governance based recommendations from internal audit reports will be managed through the Governance and Audit Committee	On-going
6	Clarity is required to support decision making, on the definition of policies, frameworks and strategies	A report and algorithm will be created to ensure documents are adequately described so that they agreed at the appropriate level of decision-making.	A report on this specific action was taken to CMT on 19 April 2019, follow-up work will still continue (particularly around the algorithm), to ensure that it remains 'fit for purpose'. In addition Democratic Services have clarified key decision thresholds and undertaken decision making training for both Members and Managers.
7	Member induction and training	Following the May 2019 elections a new member induction process will be implemented. This will be overseen by the Member Training Group	The members induction programme following the 2019 elections was extremely successful and had 100% attendance for the first half of the programme. The Member Training Group has met on a regular basis over 2019/20 and has maintained a watching briefing on member training issues.
8	Newly published statutory guidance on overview and scrutiny	The guidance will be implemented as part of the constitutional review, through discussions with political groups and via training.	This was reported to Cabinet on the 13 June 2019 with a proposal to develop a protocol. This will be progressed with the new O&S Panel Chair.