

Appendix 2 2015/16 Annual Review of Corporate Governance Arrangements Draft improvement Plan 2016/17

Ref	Action	CMT Lead	Due date
AGS 1	Develop, manage and deliver a budget and financial management strategy to operate within available resources over the period to 2019/20. Draft four year financial sustainability plan to be submitted to government	Managing Director	Financial Sustainability Plan due 14 October 2016 Ongoing delivery
AGS 2	Strengthen financial and budget management throughout Council services and provide effective financial management support considering reducing budgets and the changing nature of income	Head of Finance	March 2017
AGS 3	Delivering Children's Service Transformation Plan - Ensure staffing and capacity in Children's Services	Director of Children, Education & Early Help Services	June 2017
AGS 4	Map the council's current and planned activity against a set of agreed organisational development principles and objectives, and develop a long term Organisational Development plan taking the council to 2020 - what we are going to do within available resources and what outcomes are expected	Director of Adult Care & Health Services	March 2017?
AGS 5	Continue to undertake work on embedding the policy, delivery, governance and monitoring arrangements for Health & Safety.	Managing Director	Ongoing
AGS 6	Continue to develop our commissioning, procurement and contract management and DACHS transformation programme to deliver improvements	Director of Adult Care & Health Services	Ongoing
AGS 7	Continue to undertake work to further improve information management and the Council's data protection policy and reduce the risk of loss of data. Including N3 health integration and Payment Card Industry Data Security Standard (PCI DSS) compliance. Implement action plan to include appropriate staff training (see AGS 12 below) to comply fully with information governance requirements	Head of Legal & Democratic Services	Aug 16 (PCI DSS) Dec 2016
AGS 8	Given the risks presented via the significant changes being delivered and further cost reduction activity across the Council, the Corporate Management Team will continue to closely monitor the operation of the	Managing Director	Ongoing

Appendix 2 2015/16 Annual Review of Corporate Governance Arrangements Draft improvement Plan 2016/17

Ref	Action	CMT Lead	Due date
	Council's control environment		
AGS 9	Review and embed project management / governance gateway to improve governance over projects are more widely introduced across the council	Head of Customer Services	December 2016
AGS 10	Succession Planning - Introduce and monitor arrangements to ensure an efficient and effective handover for senior management, particularly related to the role of Managing Director during 2016/17	Managing Director Head of Legal & Democratic Services	Ongoing Autumn 2016 (recruitment)
AGS 11	Continue with both adult and children's social care Resource Panels to manage demand and ensure appropriate service provision, delivering services within statutory requirements and operating within budget	Director of Adult Care & Health Services/ Director of Children, Education & Early Help Services	Ongoing
AGS 12	Development of a staff on line training programme for Information security, Finance and HR Management supported by up to date policies and procedures, subject to annual review in 2016/17	Director of Adult Care & Health Services	2016/17
AGS 13	For the purpose of care integration and the sharing of person identifiable data with NHS systems, we are undertaking a self-assessment using the Department of Health IG Toolkit and an improvement plan is in place to ensure requirements are complied with	Director of Adult Care & Health	2016/17

DRAFT