

## Annual Governance Statement 2015/16: Action Plan for Significant Governance Issues

### Review of Progress to end of September 2016

AGS Ref.	Significant Governance Issue (SGI)	Responsible Officer	Progress Implementing SGI	
			Position as at previous quarter	Position as at end Sept 2016
5.1-1	The call-in process to be examined in respect of Executive and Council decisions.	Civic & Committee Services Manager (DMO) (Overseen by Deputy Chief Executive (AJ))	Work has paused on this in recent months to enable delivery of the PCC election and EU referendum. However, investigations into best practice are now underway with a view to reporting back to the Executive in September 2016.	The Revised Call in procedure has been drafted and is being reviewed by the Monitoring Officer and Deputy Monitoring Officer to ensure it is robust. The Proposal is due to come to O&S Committee on 1 November 2016 and Executive on 28 November for recommendation to Council.
5.1-2	Service Area Crisis Plans to be updated and kept under regular review.	Service Area Managers / Interim Environmental Sustainability Team Leader (Overseen by CMT)	Neighbourhood Services – updated June 2016 Finance – updated July 2016 Health and Community Protection – updated August 2016 Housing, Development & Culture – plans to be reviewed and updated before the end of 2016 CEX Office (HR) – completed March 2016 CEX Office (Democratic Services) – completed April 2016 CEX Office (ICT Services) – completed August 2016	As per previous quarter, all services have now developed and signed off their plans. No current issues regarding lack of engagement from services. Interim Environmental Sustainability Team Leader intends to contact all plan owners shortly to ensure plans have been reviewed and are current.