

WDC Annual Governance Statement 2020/21: Action Plan for Governance Issues

Review of Progress

| AGS Ref. | Governance Issue | Responsibility | Progress to Date: | |
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| | | | Last-reported Positions | Position as at beginning of May 2022 |
| 7.1 | There are clearly major risks associated with the proposal to merge Warwick District Council and Stratford-on-Avon District Council. A comprehensive joint Risk Register in relation to this project needs to be prepared and monitored. | Senior Leadership Team | <p>Mid-August 2021: It has been agreed that the Council's Significant Business Risk Register will be updated to include a specific additional entry regarding the merger. This will be included for the next time the SBRR is reviewed.</p> <p>Mid-November 2021: The SBRR has been updated to include reference to the Programme Implementation work and a specific risk register relating to the merger has been produced. It is monitored by the Programme Board and has been reported to the Overview & Scrutiny Committee.</p> <p>Beg-February 2022: Governance Issue completed – no further action required.</p> | Governance Issue completed – no further action required. |

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| 7.2 | Business Continuity Plans have been neglected during the pandemic. In the light of extensive homeworking service business continuity plans need to be reviewed and updated. | Senior Leadership Team | <p>Mid-August 2021: This review needs to be scheduled amongst all the other work that is being planned and as services are coming together with SDC, it is anticipated that this exercise should be done jointly.</p> <p>Mid-November 2021: As part of the Service Area Planning process for 2022/23, Joint Management Team will revise the Business Continuity Plans so that they reflect the fact that Services are now managed by a single Head of Service. This work will be completed by end of June 2022.</p> <p>Beg-February 2022: Updated Business Continuity plans were requested by the Emergencies and CCTV Team Leader in Autumn of 2021. A number were provided by a few remain outstanding. This is on the work programme to be chased again. However, we will be looking to align the templates with that used by SDC for the 2023 versions.</p> | This intended action will now need to be reviewed in the light of the conclusion not to proceed with the merger – Chief Executive |
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| 7.3 | <p>The range and content of performance data that councillors receive is under review. As part of this, the review needs to consider how best Councillors can fulfil their scrutiny role of contract registers, service risk registers and performance data to ensure that the information can be accessed by Councillors and brought forward for detailed scrutiny as deemed necessary.</p> | <p>Senior Leadership Team</p> | <p>Mid-August 2021: This review needs to be scheduled amongst all the other work that is being planned and as services are coming together with SDC, it is anticipated that this exercise should be done jointly.</p> <p>Mid-November 2021: This is an ongoing piece of work through engagement with the Overview & Scrutiny Committee. It will be completed by end of June 2022.</p> <p>Beg-February 2022: A new service plan template which included the service risk register, a list of the contracts requiring renewal in that year and key performance monitoring has been produced. This is due to be discussed with SDC and WDC cabinet before being finalised. The new template will enable data to be surfaced both in detail within the service area but also pull together and consolidated for a corporate report.</p> | <p>This intended action will now need to be reviewed in the light of the conclusion not to proceed with the merger – Chief Executive.</p> |
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