

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

Review of Progress to end of December 2016

AGS Ref.	Significant Governance Issue (SGI)	Responsible Officer	Progress Implementing SGI	
			Position as at previous quarter	Position as at end Dec 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))	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.	A draft revised call-in procedure has been produced and is included on the agenda for the Overview & Scrutiny Committee in February 2017. Subject to their comments it will be considered by Executive on Executive 8 March 2017 and Council on 20 April 2017.
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)	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.	All plan owners have been contacted and encouraged to review and update plans. The Neighbourhood Services plan was subject to testing via a table top exercise for the departmental management team in December 2016.