SIGNIFICANT GOVERNANCE ISSUES 2015/16

No.	Governance issue	Proposed Action	Timescale	Responsible Officer/Group	Current Position as at 30 November 2016	Current Position as at 1 March 2017
1.	Constitution	Review and update the Constitution.	December 2016	Head of Democratic Services	Due to other commitments work on the Constitution has not progressed as intended. A revised timetable will be produced when the impact of other priorities can be assessed.	Other projects have taken priority such as the Police and Crime Commissioner Elections, the EU Referendum, Neighbourhood Plan Referendums and the review of Borough Ward boundaries. Resources are now focused on the County Elections and completing the Ward Boundary review. 2018 will be the first year for over 10 years when there are no major elections scheduled and priority will be given to completing the update of the Constitution. In the meantime, the Constitution is still a serviceable document available on the internet.

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2.	Risk Management	• Review of the Risk Management Strategy. • Workshop on risk appetite. • Reconsider the main corporate risks and update Corporate Risk Register.	March 2017	Head of Corporate Services	The risk appetite of the Council has grown more positive. A revised strategy will reflect this. The Corporate Risk Register will be redrafted upon formation of the new Management Yeam.	A review of the Council's risk management arrangements will take place in 2017/18 and is a programmed action within the Corporate Services 2017/18 business plan. It is important the new Management Team contribute to a new risk register. A review of the new strategy also forms part of the Overview and Scrutiny Committee's Work Programme. New implementation date – September 2017.

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3.	Business Continuity	• All service plans to be updated. • Review of Corporate Plan. • Identify and prioritise key systems.	March 2017	Head of Corporate Services	Each service is currently in the process of updating their business continuity plans. A deadline of mid-December has been set for the completion of this task. This is being overseen by the Corporate Services team and the Civil Protection Team. When completed, key systems can be prioritised and individual plans will help inform the corporate plan.	The majority of service business continuity plans have been updated and we can now start to prioritise critical services. Once plans have been quality assured then they can be used to inform the revision of the corporate plan. New implementation date - June 2017.
4.	Audit Committee effectiveness	• Meet the Internal Audit Team workshop. • Audit Committee training. • Undertake a review of the effectiveness of the Committee.	March 2017	Head of Corporate Services	Ad hoc training has been offered to the Committee based on training sessions hosted at other Councils. A formal review of effectiveness based upon CIPFA best practice will be undertaken in the New Year and a date organised to understand and consider the work of Internal Audit.	An information session 'Meet the Internal Audit Team' was held on 7 February. This will be followed up with training on 'the role of the Audit Committee' and a review of the effectiveness of the Audit Committee using the CIPFA framework. New implementation date - September 2017.

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5.	Workforce development strategy	Develop and approve strategy.	September 2016	Human Resources Adviser	A draft will be circulated for consultation in December.	A draft of the Workforce Development Strategy and the implementation plan which explains how the strategy will be implemented has been circulated. It is programmed for approval at Executive Committee in June 2017.