

## Annual Governance Statement 2019 – Current Status of Improvement Actions

## Principle A: Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law

AGS improvement actions	Current Status	
Agree an updated Corporate Equality Plan for 2019/20	A new <a href="#">Corporate Equality Plan</a> has been agreed by full Council	RT LC EH
Review the arrangements for dealing with code of conduct complaints (Protocol 12)	The review has been completed with a new Protocol 12 <a href="#">approved</a> and coming into effect on 1 Jan 2020  Protocol 4 – the Planning Code of Good Practice – has also been approved by full council	IG
Review and update as appropriate the Behaviours Framework	In progress, aim to launch early 2020	JP PM
Review the procurement approach to social value	CLT have approved a paper that sets out a series of actions to establish an approach and pilot it for procuring added social value. Currently seeking to agree the member champion who will sponsor the initiative	DH GL

## Principle B - Ensuring openness and comprehensive stakeholder engagement

AGS improvement actions	Current Status	
Adopt a new Partnership Working Framework (replace Protocol 8 of the constitution) and undertake an audit of partnership arrangements across the council	A new <a href="#">Partnership Working Framework</a> has been agreed; an audit of partnerships has been undertaken but not written up yet.	RT DB
Review the Wiltshire Compact and role of Wiltshire Assembly	Awaiting a refresh of the national Compact which will then shape the Wiltshire Compact. New VCSE strategy due to be launched in spring 2020, which aims to include the new Compact requirements	RT LC CT
Agree new consultation policy/ guidance to replace the 2015 consultation strategy	Consultation guidance has been drafted and is subject to agreement and rollout	RT DB
Consider options for collecting feedback from residents, including surveys	Council tax leaflet will include incentive and option for newsletter and survey sign-up	RT DB
Review Part 4 of the constitution in relation to petitions	This has been considered and adopted by Full Council (26 Nov)	IG

**Principle C - Defining outcomes in terms of sustainable economic, social and environmental benefits**

<b>AGS improvement actions</b>	<b>Current Status</b>	
Fully implement the peer review recommendations by developing an outcome-based planning process aligned to budget build	An outcome based process has been developed with the intention of informing a three year budget. The delay in a multi-year spending review until 2020 means the process will be piloted during 2020/21 ready for 2021/22.	<b>DH</b>
Consider additional resource for service delegation and asset transfer delivery	This has been considered and increased (including a project officer). Additional property and commercial lawyers have been deployed.	<b>AR</b> LC
Respond to the findings of an Ofsted inspection in May/ June 2019 building on the previous progress that has been made.	This has been taken forward through the Families and Children's Transformation (FACT) Programme. An action plan has been developed and an up-date will be reported to Performance and Outcomes Board in January 2020.	<b>LT</b>

**Principle D - Determining the interventions necessary to optimise the achievement of intended outcomes**

<b>AGS improvement actions</b>	<b>Current Status</b>	
Review the effectiveness of the commercial policy and current commissioning approaches.	A systematic approach to a commercial review of every service has been agreed and this work is due to begin soon. The reviews will be supported by either the Traded Services team or the programme office and will include consideration of alignment with the use of ERP.  Ongoing governance of council owned companies such as Stone Circle will be considered through audit committee activity, with an update in the Annual Governance Statement.	<b>SH</b> <b>HH</b> <b>RT</b>  <b>DH</b> MT
Implement the newly adopted Part 10 of the constitution on procurement and contract rules; aligned to a regularly updated Annual Procurement Plan and medium-term contract management strategy.	Part 10 rules updated and adopted by Full Council in May.  Annual Procurement Plan paper on Cabinet forward plan for April 2020 – content being developed at moment for review by Directors  Contract management paper approved by CLT and actions underway, focussed on strategically important contracts – first round of contract MI to be received for end Jan 20 and included in next possible Performance and Risk Cabinet report.	<b>DH</b> GL

Embed good commissioning and contract management as part of staff job descriptions.	This is an action under the contract management paper. Procurement are reviewing information and will liaise with HR Business Partner to discuss – current action is with Procurement	DH JP PM GL
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**Principle E - Developing capacity, including the capability of the Council's leadership and the individuals within it**

AGS improvement actions	Current Status	
Rollout training and awareness on decision making processes following a review of corporate governance practices	Guidance has been drafted, subject to discussion at ELT, CLT and development of training material	IG RT JP DB PM

**Principle F – Managing risks and performance through robust internal controls and strong public financial management**

AGS improvement actions	Current Status	
Review business intelligence (data analysis and insight) functions across the council and supporting systems	An externally facilitated Corporate Business Intelligence (BI) Review has been completed, with a BI Development programme formally initiated by CLT.	RT WB
Review how performance can be communicated to the public to deliver maximum openness and transparency.	A new approach to communication of performance as well as publishing open data will be developed and delivered as part of the BI Development programme.	RT WB
Combine financial reporting and performance and risk reporting in the same quarterly report to Cabinet and embed good practice across the council	This is now in <a href="#">place</a>	RT JR TE

**Principle G - Implementing good practices in transparency, reporting and audit to deliver accountability**

AGS improvement actions	Current Status	
Align organisational processes more closely to the outcomes in the Business Plan to ensure a focus on the resources used and outcomes achieved	An outcome based process has been developed with the intention of informing a three year budget. The delay in a multi-year spending review until 2020 means the process will be piloted during 2020/21 ready for 2021/22.  New portfolio management approach is being implemented to align corporate programmes with the new Business Plan and ensure benefits realisation.	DH RT JR
Finalise accompanying action plans for the counter fraud framework	Work continues on the implementation of these plans	DH/ SW AP

<p>Deliver outstanding waste service changes and saving initiatives.</p>	<p>The new collection rounds for recyclable materials have been designed and work to incorporate them into the council's ICT systems and to notify residents is underway. Construction of the new materials recovery facility which will sort the recyclable waste into individual material streams is close to completion. It is likely that the new system will be implemented before the end of the current financial year.</p> <p>Increasing the level of recycling should deliver future savings or avoidance of increase in costs and unfunded budget pressures due to any fall in income from the sale of recyclable materials.</p>	<p><b>PK</b> <b>TC</b></p>
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**Initials**

**RT:** Robin Townsend, Director, Corporate Services

**IG:** Ian Gibson, Director, Legal and Electoral Services

**JP:** Jo Pitt, Director, HR and OD

**DH:** Deborah Hindson, Interim Director, Finance and Procurement

**PK:** Parvis Khansari, Director, Highways and Waste

**PM:** Paula Marsh, HR

**LC:** Liz Creedy, Corporate Assurance

**EH:** Emily Higson, Equalities

**GL:** Greg Lewis, Procurement

**DB:** David Bowater, Corporate Support

**WB:** Will Balakrishnan, Business Insight

**JR:** John Rogers, Customer Insight

**TE:** Toby Eliot, Performance

**TC:** Tracy Carter, Environment

**SWAP:** South West Audit Partnership