

## Appendix 2 – Progress Against 2023/24 Actions

The 2022/23 Governance Statement detailed issues and actions for further development and focus in 2023/24. This Appendix outlines progress against these actions and makes appropriate recommendations for inclusion in the current draft Governance Statement.

Principle	Actions	Progress and Further Recommendations
A. Integrity, ethical values and respect for the rule of law	<p>Policies on Whistleblowing and Redundancy subject to review</p> <p>Communications team to produce social media policy for staff.</p> <p>Implementation of Election 2022 including introduction of Voter ID for 2023 elections.</p> <p>Preparation/delivery of Member Induction and training programme</p> <p>Training – RIPA and Covert Human Intelligence Sources.</p>	<p>Completed - Redundancy policy updated and available on Intranet Updated Whistleblowing policy agreed by Finance &amp; Assets Committee in March 2024. Further report to go to Finance &amp; Assets Committee in September.</p> <p>Final draft to be presented to CMT by end July 2024.</p> <p>Successful completion of Elections in 2022/23, including the introduction of Voter ID and handling of postal votes.</p> <p>Member Induction and training were carried out after the May 2023 elections.</p> <p>RIPA and CHIS training provided to staff during September/October 2023.</p>
B. Openness and Stakeholder engagement	<p>Review of Council’s Equality, Diversity and Inclusion Policy in 2024.</p>	<p>Draft Equality, Diversity and Inclusion Policy 2025-2028 to be presented to F&amp;A Committee in September 2024 to commence public consultation and proposed implementation date of 1 January 2025.</p>

	Review Community Engagement Strategy	The review was completed, and a new Community Engagement Strategy 2024-28 was approved by Operational Services Committee at its meeting in March 2024
C. Defining outcomes – economic, social and environmental benefits	Democratic Services to reduce paper usage by 25%.	Paper reduction of 12.99% achieved in 2023/24. A gradual reduction is in place with a completed 10% target for 2023/24.
D. Intervention to optimise the achievement of intended outcomes	Review of Communications during 2023 elections  Cross party Constitutional Review Working Party  Council approval of Corporate Plan and refresh the Action Plan for 2024/25	Completed.  Constitutional Review Working Party was established in July 2023 with its first meeting in October 2023 to agree scope. The Working Party met four times and presented its findings and recommendations to Full Council in February 2024.  Approved at Full Council in July 2023.
E. Developing Capacity	Review of flexible retirement policy  Refresh Corporate Induction Programme	Completed – Flexible Retirement policy updated and available on Intranet  Completed – new corporate induction programme introduced in December 2023

<p>F. Risk Management</p>	<p>IRP review Autumn 2023</p> <p>Implement canvass reform in accordance with legislation and guidance.</p> <p>Review of terms of reference of the Audit Committee including 'modus operandi'.</p>	<p>IRP completed with recommendations being agreed upon at Full Council February 2024.</p> <p>This was completed in 2022.</p> <p>The Constitutional Review Working Party considered the terms of reference and 'Modus Operandi' and reported to Council in February 2024. Independent Audit Committee lay member appointed May 2024.</p>
<p>G. Transparency, reporting and Audit</p>	<p>Self-Assessment of the effectiveness of the Audit Committee against the 2022 CIPFA guidance.</p> <p>Introduction of annual reports from Audit Committee.</p>	<p>Audit Committee members took part in a self-assessment exercise on the 12<sup>th</sup> January 2024 under the guidance of the Chief Internal Auditor.</p> <p>Agreed by Audit Committee in March 2024 for final approval by Council in May 2024.</p>

