

2013/14 ANNUAL GOVERNANCE STATEMENT ACTION PLAN – PROGRESS AS AT 30/11/14

No	Action	Lead Officer	Comments when AGS agreed	Original Target Completion Date	Progress/position as at 30/11/14 & revised completion dates
1.	Continued strategic management of organisational change in respect to revised structures, new ways of working and business approach which links to the continued development and implementation of revised governance framework (encompassing information security, information technology, partnership and project governance).	Managing Director and SMT	Agreeing the revised governance requirements and incorporating into any changes to the Constitution, strategies and policies. Endorsing an awareness programme for officers and members. Final Constitution changes to be in place by May 2015.	Ongoing 31/03/15	On-going to meet target re implementation and training following the elections in May 2015 This links closely to item three. Change management processes have been adjusted to reflect the different phase of change which the council is currently in.
2.	Preparations for the revised external audit arrangements.	AD Finance, Audit & IG	Local Audit and Accountability Act 2014 is now statute but secondary legislation and guidance still to be developed. Therefore continued need to respond to any consultations on these.	On going-respond to any consultations during 14/15 as required.	No change – responses made as appropriate to Code of Audit Practice and draft Accounts and Audit Regulations. Comments on fees for 15/16 due by 09/01/15
3.	Complete the review and implementation of Workforce Development priorities and delivery. Continue to review and update the management competencies and skills required in the revised organisation. Review of People Services policies and procedures to support the priorities and organisational change.	AD – Law, Democracy & People Services	Continue the work on workforce development, management competencies and policy and procedures review.	On going as agreed with SMT (31/03/15).	The key leadership, management and workforce requirements have been identified and the Council's development programme reflects these. The programme is revised on a rolling basis. People policies have been prioritised and are being revised and renegotiated in line with these priorities.
4.	Deliver the improved processes and associated governance to deliver savings and service improvements in Adult Social Services alongside the development of the processes and Council governance arrangements for the revised Social Care and Health agendas and changes proposed for 2014/15 and beyond.	Interim Director: Care, Health & Wellbeing; Interim AD – Adult Social Services	Implement control changes and deliver savings targets. Implement appropriate governance arrangements to meet the changes arising from the Care Act.	31/03/15 and on-going	An agreed and consistent process and system for community care financial control has been implemented. (This includes with respect to RAS, outside RAS and for Self Directed Support & Brokerage Team to include 'one off' changes in care and terminations of care). This will ensure accurate data and appropriate financial control, and includes defining clear roles and

				<p>responsibilities of teams and individuals for entering data for all practitioners and SDS&BT, and via agreed communications channels.</p> <p>Cost improvement plan has been developed to deliver savings across 14/15 and 15/16 with robust action plans and ownership in place, which is monitored on a monthly basis. Challenge in place via Members, MD, and Director.</p> <p>Care Act Implementation programme management in place to deliver Care Act compliance as of 1st April 2015 and then 2016. Chair – Director. Programme Lead – Clare Hall-Salter.</p>
5.	<p>Implement the governance aspects of the improvement plans arising from external Ofsted and Care Quality Commission (CQC) inspection reports and peer reviews/challenges.</p>	<p>Director: Children & Family Services & Interim Director: Care, Health & Wellbeing</p>	<p>This action plan is particularly focussed on any recommendations that improve the governance arrangements in these areas.</p>	<p>Various dates throughout 2014/15</p> <p>CQC are responsible for registering and inspecting care providers, including the Council's Registered Care Providers: Downing House & Carwood (Residential Homes), Community Living (Domiciliary Care), Shared Lives. All relevant recent inspections by CQC found that "all standards were being met when we inspected the service".</p> <p>Peer Challenge forms part of a Sector Led Improvement Programme being led locally by West Midlands ADASS, to replace previous national inspection of each local authority's adult social care service led by CQC. Since our Peer Challenge in July 2013 we have progressed actions against recommendations, as well as seeking further external</p>

					<p>challenge from Capita (July 2014) on progress being made and John Bolton, national lead on efficiency in Adult Social Care to spent 2 days in T&W (15/16 December) giving further feedback on our approach and progress.</p> <p>As part of the West Midlands sector led improvement approach we are also signed up to an annual summit, where we will receive external challenge from experts from other LAs, based on balanced scorecard performance approach looking at governance and leadership, performance & outcomes, resources & workforce management, health and wellbeing partnerships (including Care Act & BCF preparedness), culture & challenge, commissioning. This challenge took place at a West Midlands Summit on the 12 December 2014.</p>
6.	Continue to develop and implement appropriate governance arrangements to support commercial projects including the setting up of a company.	Managing Director/ Monitoring Officer/CFO/ Director of Development , Business & Customer Services	Some commercial activities will require a separate company to be set up and appropriate governance within and in relation to the Council will need to be implemented.	Company by 09/14 and others on going during 2014/15	Projects progressing well within existing governance arrangements. Solar Farm will be operational from January 2015. Cabinet Report January 2015 re Housing project and setting up a company including appropriate governance.