

**HPBC ANNUAL GOVERNANCE STATEMENT 2016/17 – ACTION PLAN**

Ref.	Supporting Principles	Examples of systems, processes, documentation & other evidence demonstrating compliance	Action/Assurance required	Responsibility	Timescale / Priority	Position @ 31/12/17
CP3.1	Having a clear vision which is an agreed formal statement of the organisation’s purpose and intended outcomes containing appropriate performance indicators which provides the basis for the organisation’s overall strategy, planning and other decisions	Vision used as a basis for corporate and service planning	Publication of refreshed Corporate Plan 2017-2019 after Council approval in September 2017.	Information Business Partner	31/12/17	Action Completed. Revised Corporate Plan available on intranet and publicised through Core Brief.
CP4.3	Establishing and implementing robust planning and control cycles that cover strategic and operational plans, priorities and targets	Calendar of dates for developing and submitting plans and reports that are adhered to	Report Management element of Committee Management System to be implemented	Democratic & Community Services Manager	31/03/18	System pilot to be conducted in February 2018.
CP4.14	Ensuring the achievement of “social value” through service planning and commissioning. The Public Services (Social Value) Act 2012 states that this is “the additional benefit to the community...over and above the direct purchasing of goods, services and outcomes”	Service plans demonstrate consideration of “social value”  Achievement of “social value” is monitored and reported upon	To be considered when new Procurement Strategy developed.	Finance & Procurement Manager	31/03/18	New Procurement Strategy to be presented during 2018 – this will be considered within the report.

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CP5.6	Publishing a statement that specifies the types of decisions that are delegated and those reserved for the collective decision making of the governing body.	Scheme of delegation reviewed at least annually in the light of legal and organisational changes.  Standing orders and financial regulations which are reviewed on a regular basis.	Officer delegations to be reviewed	Democratic & Community Services Manager	31/03/18	Revised delegations being drafted.
CP6.2	Implementing robust and integral risk management arrangements and ensuring that they are working effectively.	Risk management strategy/policy formally approved and adopted and reviewed and updated on a regular basis.	Review in Feb 2019	Information Business Partner	31/03/19	Timetable remains as quoted.
CP6.10	Evaluating and monitoring the authority's risk management and internal control on a regular basis	Risk management strategy/policy has been formally approved and adopted and is reviewed and updated on a regular basis	Review in Feb 2019	Information Business Partner	31/03/19	Timetable remains as quoted.
CP6.11	Ensuring effective counter fraud and anti-corruption arrangements are in place	Compliance with the Code of Practice on Managing the Risk of Fraud and Corruption (CIPFA 2014)	Develop approach to identifying and managing corporate fraud risk.	Audit Manager	31/03/18	Relevant Policies in place, further work ongoing.
	Significant governance issues identified in 2016/17 Annual Governance Statement.	The implications of the central government reforms of housing finance.	The Housing Revenue Account Business Plan Working Group has established a programme of work which will ensure a balanced Housing Revenue Account business plan.	Executive Director (Transformation)	31/03/18	The HRA Business Plan Working Group has continued to implement the programme of work and has made progress in reducing the deficit on the HRA. The stock condition survey has recently been completed and the results of this will be used to refocus the Business Plan.
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		processes, documentation & other evidence demonstrating compliance			Priority	
	Significant governance issues identified in 2016/17 Annual Governance Statement.	The significant investment requirements for a number of the Council's non-housing properties.	A strategic plan covering all of the Council's assets is continuing to be developed and implemented.	Executive Director (Transformation)	31/03/18	A number of major refurbishments have been completed including Phase 1 of Pavilion Gardens and the Opera House, Phase 2 of Pavilion Gardens works and the Glossop Hall works are about to commence. The capital programme has been reprofiled to account for these priorities.
	Significant governance issues identified in 2016/17 Annual Governance Statement.	There is an imminent change in the operation model for the Council's waste collection, street cleansing and grounds maintenance services.	The new 'teckal' company arrangements will continue to be developed and implemented.	Executive Director (Transformation)	31/03/18	In June 2017 the Executive agreed to the Council's ownership of AES on the basis of the terms in the shareholders agreement. They further approved the Services Operating Agreement for provision of the services to the Council by the Company. The Waste Services transferred into the company in August 2017 and it is expected that the rest of the services will transfer by December 2018.