

*Appendix B: Extract from Annual Governance Statement 2023/24*

Principle and Area for Improvement	Actions Required in 2024/25	Responsible Officer	Target Date for Completion
<p><b>Recording of Regulatory Breaches</b></p> <p>Principle A: Behaving with integrity, demonstrating strong commitment to ethical values, respecting the rule of law.</p>	<p>Develop and implement a dedicated recording mechanism for regulatory breaches, supported by training for staff and a decision-making process for reporting material breaches.</p>	<p>Assistant Director – Pensions and Head of Governance &amp; Corporate Services</p>	<p>September 2024</p>
<p><b>Review of Counter-Fraud and Whistleblowing Policies</b></p> <p>Principle A: Behaving with integrity, demonstrating strong commitment to ethical values, respecting the rule of law.</p>	<p>Complete a review and update of the Anti-Fraud, Bribery and Corruption Policy Statement and the Whistleblowing Policy.</p>	<p>Head of Governance &amp; Corporate Services</p>	<p>December 2024</p>

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<p><b>Equality, Diversity and Inclusion (EDI)</b></p> <p>Principle C. Defining outcomes in terms of sustainable economic, social, and environmental benefits.</p>	<p>Undertake a thorough review of the EDI scheme – prioritising a series of agreed specific actions.</p>	<p>SMT</p>	<p>February 2025</p>
<p><b>Complete Independent Governance Review</b></p> <p>Principle D. Determining the interventions necessary to optimise the achievement of the intended outcomes.</p>	<p>Independent Governance Review to be completed in June 2024 and an action plan to be developed to address any recommendations.</p>	<p>Head of Governance &amp; Corporate Services</p>	<p>December 2024</p>
<p><b>Career Grade Scheme</b></p> <p>Principle E: Developing capacity, including the capability of leadership and individuals.</p>	<p>Develop an Authority Career Grade Scheme that provides a central policy applicable across the organisation supplemented by appropriately tailored schemes for individual roles that include assessment procedures and incorporate relevant accredited training / professional qualifications alongside development of workplace experience and skills.</p>	<p>Assistant Director – Resources and HR Business Partner</p>	<p>March 2025</p>

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<p><b>Business Continuity</b></p> <p>Principle F: Managing risks and performance.</p>	<p>Complete a full review and refresh of business continuity procedures and documentation, with support from external experts as required.</p>	<p>Head of ICT</p>	<p>Oct 2024</p>
<p><b>Performance Management</b></p> <p>Principle F: Managing risks and performance.</p>	<p>Develop and implement a new Performance Management Framework which will include central production of performance information that will ensure improved reporting and enable service managers and heads to focus on interpretation and taking remedial actions as necessary.</p>	<p>Head of Finance &amp; Performance and Service Manager – Programmes &amp; Performance</p>	<p>In stages over the course of the year to March 2025</p>
<p><b>Pensions Administration Improvement and Backlog Clearance Plan</b></p> <p>Principle F: Managing risks and performance.</p>	<p>Deliver the elements of the Pensions Administration Improvement Plan.</p>	<p>Assistant Director – Pensions</p>	<p>In stages to March 2026. Progress will be reported on quarterly to Authority and Local Pension Board.</p>