

OPEN ACTIONS AS AT 21.08.18

Process area	REF.	ACTION	Action Priority	RESPONSIBLE OFFICER	DATE BY	IMPLEMENTATION STATUS	% COMPLETE	Status	RESPONSIBLE OFFICER UPDATE AS AT 31.07.18	REVIEW DATE
<b>A. RISK MANAGEMENT</b>	6	<p>Generate a training plan for key officer and member groups to include</p> <ul style="list-style-type: none"> <li>• Management Team</li> <li>• Heads of Service</li> <li>• Project Managers</li> <li>• Members - Cabinet</li> <li>• Audit Committee members</li> </ul> <p>Specialist risk management training to become mandatory for all officers involved in projects. This to apply to current and future projects.</p> <p>Specialist training, workshops to be arranged and delivered with external and internal resources and in consultation with the Council's internal auditors</p> <p>Establish and embed risk management surgeries.</p>	H	Governance & Risk Manager	30.09.17	Partially Implemented	80%	Overdue	<p>Proforma Training and Development form devised and to date the following have still to be interviewed:</p> <ul style="list-style-type: none"> <li>- Audit Committee (New Independent Chair, M.Markham, C.Chunga)</li> <li>- Chief Executive</li> <li>- Borough secretary</li> </ul> <p>Governance team to embed themselves within DMT's to discuss, review and update risk registers on a regular basis.</p>	30.11.18
<b>F. EFFECTIVE DECISIONS - CABINET CLEARANCE PROCESS</b>	30	<ul style="list-style-type: none"> <li>• Monitoring of Cabinet decisions, implementation and compliance, included delegated decisions.</li> </ul> <p>To include regular reporting to the leader and audit committee.</p>	H	Borough Secretary	TBC	TBC	TBC	TBC	<p>The Democratic Services delegations have been audited by PWC. The service will be undergoing an internal review of their processes in line with the update of the Constitution in Autumn 2018. Cabinet decisions and reporting will be developed and included within the process.</p>	30.11.18