

Corporate Governance Action Plan 2023-2024

Area Requiring Action	Senior Responsible Officer	Commentary	Status	Completion Date
Succession Planning approach to be approved and implemented	Gemma Broadley (Head of Corporate Services)	The Head of Paid Service has endorsed planning for business-critical posts, career aspirations of employees and identification of skills gaps to be addressed by Heads of Service through annual Service Plans . This will ensure that skills shortages are addressed and steps to address these are put in place.	Completed	31 st October 2023
UK GDPR – awareness raising to assist managers in meeting their compliance obligations	Ian Curtis (DPO) and Ben McCabe (Deputy DPO)	Support and awareness raising is ongoing. This is a continuing commitment to maintain awareness levels of the existing framework whilst waiting for forthcoming data protection legislative changes.	In-progress	On-going
Scrutiny	Ian Curtis (Head of Governance)	Support and awareness raising regarding the new scrutiny function will be on-going. Protocols and procedures are being developed and this work will be on-going whilst the scrutiny function continues to be embedded within the organisation. Support will be provided to members serving on these committees by officers specialising in this area.	In-progress	31 st March 2024
Support for new elected members	Ian Curtis (Head of Governance)	A training programme to support newly elected members including bespoke internal and external training has been implemented, together with a buddy scheme where new members have been provided with an officer who can help them to navigate both the organisation and its processes.	In-progress	31 st March 2024

Planning Service	Mark Evans (Head of Planning)	Implementation of Planning Advisory Service Improvement Plan actions	In-progress	31 st March 2024
------------------	-------------------------------	--	-------------	-----------------------------