

**SOUTH SOMERSET DISTRICT COUNCIL
ANNUAL GOVERNANCE STATEMENT**

2010/11 ACTION PLAN

No.	Issue	Responsible Officer	Actions	Current Status
1	A robust framework will be embedded for the monitoring and collection of S106 contributions	David Norris	Implement a framework for the monitoring and collection of S106 contributions.	New system in place and an Officer appointed to oversee S106's.
2.	Ensure awareness and compliance with Government Connect through all staff completing learning pool modules;	Roger Brown	Complete policies and publish on Insite and complete a training programme for staff	Policies are now in place and a training programme is being drawn up
3.	Provide further training for staff on the Use of Information Technology Policy to ensure all staff are aware and comply with the policy	Roger Brown	All staff to be trained in the new policies.	Only 48 ICT users remain untrained of which 11 are booked on to training courses. A leaflet has been sent to non ICT and casual staff so they are aware of the policies.
4.	Introduce training and awareness refreshers for the Corporate Performance Team on Risk, Local Code of Corporate Governance , and best practice in Service Planning ;	Donna Parham	Improve the overall governance of the authority through training and ensuring managers are aware of their responsibilities in all areas of governance.	Training was given to Corporate Performance Team in July 2010. Managers have been requested to work through the Statement of Operational Controls and ensure they are familiar with their governance responsibilities by the 31 st March 2011.

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5.	To use the results of the Ethical Governance Survey to identify and concentrate on those areas requiring further development, improvement or support.	Ian Clarke	Standards Committee to consider outcomes and devise a training plan to meet identified needs.	The Committee met early in 2010 to consider the survey results and started to put a training plan together. A proposed package was meant to be agreed at their July meeting. Unfortunately the government in the meantime announced that there would be changes to the standards regime. Until there is clarity around what changes are to be made it was felt inappropriate to proceed rolling out the training in relation to a system that might be fundamentally changed.
6.	Produce a Fraud and Data Strategy to link all anti-fraud work and improve officer awareness of anti-fraud and whistle blowing policies .	Lynda Creek	Strategy and action plan to be produced and adopted by Council. Training to be arranged for both officers and members.	The strategy is on course to be presented to Council for approval by the end of 2010. Training for officers and members will be carried out early 2011 and post May elections for new members.