





Appendix 1


Annual Governance Statement: Action Plan


Action Code	AC-CGOV-00043		<input type="text" value="51%"/>	Start Date	18-Dec-2020	
Action Title	Review Social Care Billing Process					
Description	Review the end to end process for assessing, billing and recovering payments for social care.				Due Date	31-Mar-2023
Latest Note	Regular meetings of sub-workgroups continue with update reports provided to each meeting of the main group and work plans have been prepared, are advancing and are being monitored.					


Action Code	AC-CGOV-00044		<input type="text" value="100%"/>	Start Date	11-Dec-2020	
Action Title	Review Whistleblowing Policy					
Description	Review the Councils existing Whistleblowing Policy and guidance in the context of integration.				Due Date	31-Mar-2022
Latest Note	WB Policy approved at P&R Committee on 8.3.22					


Action Code	AC-CGOV-00070		<input type="text" value="100%"/>	Start Date		
Action Title	Corporate Data Protection Training					
Description	The Governance Review 2020/21 has identified the continued need to ensure that data protection training is completed comprehensively by All Council Staff				Due Date	31-Mar-2022
Latest Note	We continue to work to improve the DP Training. DP Induction will be part of the suite of exercises to be completed by staff so there is no chance of staff not completing this training. For 2022 we are designing another annual training course for staff to complete within the 2022 reporting period.					

Action Code	AC-CGOV-00071		<input type="text" value="100%"/>	Start Date	26-Oct-2021
Action Title	AHSCP Data Breach Reporting Procedure and associated Information Governance Policies				
Description	The Governance 2020/21 review identified that data breaches emerging from AHSCP should be reported via either Angus Council or NHS Tayside and not directly from the Partnership. A procedure is to be devised to address this matter. During the 2021/22 Assurance process, it was also identified that AHSCP are developing separate Information Governance Policies			Due Date	31-Mar-2022
Latest Note	This action has now been concluded after discussion and agreement of the process with the Chief Officer of AHSCP.				

Action Code	AC-CGOV-00072		<input type="text" value="100%"/>	Start Date	25-Jun-2021
Action Title	Scrutiny & Audit Self Assessment Action Plan 2021/2022				
Description	Action Plan resulting from the S&A Committee Self Assessment Workshop 29 April 2021. This includes one action being carried out from last year action plan.			Due Date	31-Mar-2023
Latest Note	Three actions have been carried forward to the new Scrutiny & Audit Self Assessment Action Plan 2022/23.				

Action Code	AC-CGOV-00096		<input type="text" value="0%"/>	Start Date	
Action Title	Corporate Data Protection Training Completion				
Description	Due to the % completed in the previous year it was agreed that this action should be added to monitor this over the coming year with any updated to processes / training / comms etc.			Due Date	31-Mar-2023
Latest Note					

Action Code	AC-CGOV-00097		<input type="text" value="15%"/>	Start Date	16-Dec-2021
Action Title	Scrutiny & Audit Self Assessment Action Plan 2022/23				
Description	Action Plan resulting from the S&A Committee Self Assessment Workshop 10 March 2022. This includes three actions being carried out from last year action plan.			Due Date	30-Jun-2023
Latest Note					

Action Code	AC-CGOV-05		<input type="text" value="20%"/>	Start Date	03-Jun-2019
Action Title	Adequate Storage of Archive Documents				
Description	We will work with ANGUSalive to ensure adequate storage for archived documents.			Due Date	31-Mar-2022
Latest Note	<p>Following initial reopening of ANGUSalive services a needs assessment of services is required to be undertaken to identify opportunities within existing estate which not only meets the storage needs however also provides a suitable service to the public. This will develop further as part of engagement undertaken by the Councils Vibrant Communities service alongside the AA Transformation Project.</p> <p>It is requested to extend the completion date for this action to 31 March 2023.</p>				