

Reporting & monitoring arrangements

- 32 The Executive Member for Corporate Services is responsible for recommending this strategy to the Executive for approval by Full Council. As such, the strategy forms part of the Council's Policy Framework as set out in the Constitution and hence an important part of the organisation's overall strategic management and decision making arrangements. As such it is important that progress on the implementation of the strategy and the actions set out in the Medium Term Action Plan attached as Appendix A to this document are clearly set out and rigorously maintained. The following reporting and monitoring arrangements will apply:
- a) mid-year monitoring reports will be taken to the Corporate Management Team and the Corporate Services Executive Member Advisory Panel to provide regular updates for senior management and members on progress and any areas of delay or concern in the deployment of the overall strategy;
 - b) an annual review and re-refresh of the strategy will be reported to Corporate Management Team and the Corporate Services Executive Member Advisory Panel along with a year end outturn report to ensure the strategy remains fit for purpose over the next 3 years and is properly focused on the needs of the organisation. A full revision of the strategy will take place in autumn 2009 in preparation for a change to one-site operations from 2010 onwards after the move to Hungate;
 - c) the strategy and action plan will be circulated to all chief officers and service managers who will be expected to reflect and/or include any relevant matters or actions arising in their areas of responsibility within departmental service plans;
 - d) non-compliance or major service failure will be reported to the Audit & Governance Committee for remedial action in accordance with the provisions of the Constitution, Financial Regulations & Procurement Rules.