

EAST HERTS COUNCIL

AUDIT COMMITTEE – 10 JULY 2013

REPORT BY DIRECTOR OF INTERNAL SERVICES

13. UPDATE ON IMPLEMENTATION OF 2012/2013 ANNUAL GOVERNANCE STATEMENT ACTION PLAN

WARD(S) AFFECTED: ALL

Purpose/Summary of Report:

- The 2011/12 Annual Governance Statement includes nine measures to enhance East Herts Council's internal control framework during 2012/13. The Audit Committee is requested to consider the content of **Essential Reference Paper 'B'** that provides details of proposed actions that need to take place prior to confirmation being given that adequate and effective controls are fully in place.

RECOMMENDATION FOR AUDIT COMMITTEE: That:

(A)	The progress made against implementing the action plan contained in the 2011/12 Annual Governance Statement be reviewed and Officers be advised of any concerns.
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1.0 Background

1.1 The Annual Governance Statement Action Plan has identified key responsible officers and timescales and is monitored through reports to this Committee. Actions needed to address issues have been identified and are monitored on a R(ed), A(mber) and G(reen) basis.

2.0 Report

2.1 For the purposes of the Annual Governance Statement, internal control is being interpreted in its broadest sense covering both financial and managerial controls that ensure that the implementation of East Herts Council's vision and priorities is being managed effectively.

2.2 Position statements are reflected in **Essential Reference Paper 'B'** following consultation with key responsible officers. The position statement contains a traffic light system whereby:

- “Green” indicates that the planned action has been achieved,
- “Amber” indicates that satisfactory progress is being made towards achieving the planned action, and
- “Red” is where a planned action has not been achieved or that progress is unsatisfactory.

2.3 Since the previous Audit Committee two issues have been considered to be fully resolved as “green” status:

- In respect of the “Ability to maximise efficiencies making use of the Web”. A Website Update report was endorsed by Corporate Business Scrutiny Committee in March 2013 and an action plan is in place.
- In respect of “Data Protection”. Corporate Business Scrutiny Committee in March endorsed the Data Protection Action Plan and monitoring arrangements. In addition a Data Protection Compliance Officer has been appointed to assist the process. 2012.

2.4 The outstanding six “Amber” items will be considered during the process to compile the 2012/13 Annual Governance Statement.

3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

Update on Implementation of Annual Governance Statement Action Plan – Audit Committee 13 March 2013.

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