

ESSENTIAL REFERENCE PAPER 'B'

ANNUAL GOVERNANCE STATEMENT ACTION PLAN 2013/14

Issue	Resp. Off.	Initial Target Date	Actions needed to achieve milestone	Current position	RAG status
Risk of failure to deliver an effective, efficient and economic IT service (from 2010/11 Action Plan)	Director of Finance and Support Services/ Head of Shared ICT, Business Impr'ment and Print and Graphic Design Services	March 2014	<ul style="list-style-type: none">• All outstanding high risk IT audit recommendations implemented.• Resilient IT business continuity arrangements in place.	<ul style="list-style-type: none">• SIAS continue to monitor and will report back to Audit Committee following on from the specific report on Outstanding SIAS recommendations to Audit Committee in September 2013 .• IT business continuity arrangements have been picked up within the Shared Service. The intended solution provides for all technology to be recoverable within four hours.	AMBER

<p>IT Risk Diagnostic (Highlighted by SIAS during 2012/13)</p>	<p>CMT</p>	<p>March 2014</p>	<ul style="list-style-type: none"> • Develop an IT strategy which is aligned with the business objectives of the Council and sets out the vision and core priorities for ICT over the next 3 years. • Implement a governance committee to focus on strategic decision making and prioritisation within IT and assign the monitoring of ICT delivery to more operational committees. • Define performance indicators for ICT which are aligned with the business need and with ICT capacity to deliver. On a periodic basis, monitor and report them to business stakeholders. 	<ul style="list-style-type: none"> • An approach to delivering a new ICT Strategy has been agreed with the portfolio holder. This will involve putting in place a Members Working Group who will work with officers to agree a strategy. • Governance arrangements are in place for the shared ICT service. • Performance measures are reported at each ITSG meeting. 	<p>AMBER</p>
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Hertford Theatre future governance arrangements (from 2011/12 Action Plan)	CMT	March 2014	<ul style="list-style-type: none"> Options to be developed to consider financial and other risks during a period of transition. 	<ul style="list-style-type: none"> Only two full years into ten year plan and therefore no early decisions will be made to move to alternative governance arrangements. Community Scrutiny Committee in September 2013 received the end of Financial Year Report and thanked the team as a whole for their contribution to the success of the venue. 	AMBER
Asset Management Plan (from 2012/13 Action Plan)	CMT	March 2014	<ul style="list-style-type: none"> Review assets held by the Council. 	<ul style="list-style-type: none"> Asset Management Plan 2013-17 approved by CMT but has been put on hold pending senior management review of viability of investing in property to generate revenue for the Council. 	AMBER

Impact of Welfare Reform changes (Identified as a new strategic risk)	CMT	March 2014	<ul style="list-style-type: none"> • New Legislation will have an adverse financial impact on a significant number of residents. Provide residents more support for services across the Council to staffing levels, manage the budget and the public expectations. Implement Council policies effectively. 	<ul style="list-style-type: none"> • The workload in the Revenues and Benefits service continues to increase. Services across the Council, including Housing and Customer Services continue to experience an increase in demand. Services are working together to work efficiently and effectively to manage workloads. 	AMBER
Operating effectively in Shared Services (taken forward from 2012/13 Action Plan)	CMT	March 2014	<ul style="list-style-type: none"> • Complete a review of the operation of all shared service partnership arrangements 	<ul style="list-style-type: none"> • Review planned. 	AMBER

<p>Risk that S106 Monies remain unspent (Highlighted by SIAS during 2012/13)</p>	<p>Head of Comms, Engagement and Cultural Services/ Head of Planning and Building Control</p>	<p>March 2014</p>	<ul style="list-style-type: none"> • Ensure that funds are spent on appropriate schemes in accordance with the terms of the Section 106 agreement which provide value for money for the community. 	<ul style="list-style-type: none"> • Regular reports are made to CMT identifying projects and tracking outstanding payments. • Update on Section 106 Agreements to be reported to Audit Committee in November 2013. 	<p>AMBER</p>
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