

**ESSENTIAL REFERENCE PAPER 'B'**

**ANNUAL GOVERNANCE STATEMENT ACTION PLAN 2013/14**

<b>Issue</b>	<b>Resp. Off.</b>	<b>Initial Target Date</b>	<b>Actions needed to achieve milestone</b>	<b>Current position</b>	<b>RAG status</b>
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"><li>• All outstanding high risk IT audit recommendations implemented.</li><li>• Resilient IT business continuity arrangements in place.</li></ul>	<ul style="list-style-type: none"><li>• The Shared Internal Audit Service (SIAS) continue to monitor outstanding high risk recommendations and will report to Audit Committee in March 2014.</li><li>• The intended solution provided by the Shared IT Service is for all technology to be recoverable within four hours. The timeline to deploy all key applications via the new data centre remains on target.</li></ul>	AMBER

<p>IT Risk Diagnostic</p> <p>(Highlighted by SIAS during 2012/13)</p>	<p>CMT</p>	<p>May 2014</p> <p>(revised from March 2014)</p>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• Define performance indicators for ICT which are aligned with the business need and with ICT capacity to deliver. On a periodic</li> </ul>	<ul style="list-style-type: none"> <li>• The timeframe has slipped due to priority work to ensure compliance with the Public Services Network. A revised approach and outline strategy is to be discussed with the portfolio holder and the Director of Finance and Support Services.</li> <li>• Governance arrangements are in place for the shared ICT service.</li> <li>• Performance measures are reported at each ITSG meeting.</li> </ul>	<p>AMBER</p>
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			basis, monitor and report them to business stakeholders.		
Hertford Theatre future governance arrangements  (From 2011/12 Action Plan)	CMT	March 2014	<ul style="list-style-type: none"> <li>Options to be developed to consider financial and other risks during a period of transition.</li> </ul>	<ul style="list-style-type: none"> <li>CMT has determined that an independent review of future governance arrangements is required and will be commissioned by the Chief Executive.</li> <li>Community Scrutiny Committee in September 2013 received the end of Financial Year Report.</li> </ul>	AMBER

<p>Asset Management Plan</p> <p>(From 2012/13 Action Plan)</p>	<p>CMT</p>	<p>March 2014</p>	<ul style="list-style-type: none"> <li>• Review assets held by the Council.</li> </ul>	<ul style="list-style-type: none"> <li>• Asset Management Plan 2013-17 approved by CMT but has been put on hold.</li> <li>• Additional resources have been approved on a temporary basis to support the development of the Investment Strategy, one strand of which is to consider the return on investment currently made through our own asset.</li> <li>• As part of the paper that went to Executive on 4<sup>th</sup> February 2014, information about the current return on investment of our assets was included.</li> </ul>	<p>AMBER</p>
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<p>Impact of Welfare Reform changes</p> <p>(Identified as a new strategic risk)</p>	<p>CMT</p>	<p>March 2014</p>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	<p>AMBER</p>
<p>Operating effectively in Shared Services</p> <p>(Taken forward from 2012/13 Action Plan)</p>	<p>CMT</p>	<p>October 2014</p> <p>(revised from March 2014)</p>	<ul style="list-style-type: none"> <li>• Complete a review of the operation of all shared service partnership arrangements</li> </ul>	<ul style="list-style-type: none"> <li>• A review is planned within the target timeframe.</li> </ul>	<p>AMBER</p>

<p>Risk that S106 Monies remain unspent</p> <p>(Highlighted by SIAS during 2012/13)</p>	<p><b>Head of Comms, Engagement and Cultural Services/ Head of Planning and Building Control</b></p>	<p>March 2014</p>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	<ul style="list-style-type: none"> <li>• Regular reports are made to CMT identifying projects and tracking outstanding payments. Last reported to CMT 26 November 2013.</li> <li>• Update on Section 106 Agreements reported to Audit Committee in November 2013.</li> <li>• Director of Finance &amp; Support Services has convened a workshop to consider Section 106 spend and future options, including ways of drawing on other funding to support initiatives.</li> </ul>	<p>AMBER</p>
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