

ANNUAL GOVERNANCE STATEMENT ACTION PLAN 2014/15

Issue	Resp. Off.	Target Date	Actions needed to achieve milestone	Current position	RAG status
<p>Risk of failure to deliver an effective, efficient and economic IT service.</p> <p>(From 2010/11 Action Plan)</p>	<p>Director of Finance and Support Services/ Head of Business & Techn'y Services</p>	<p>January 2015 revised from October 2014</p>	<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"> • The Shared Internal Audit Service (SIAS), through PwC, have cleared outstanding high risk recommendations in their IT review. • SIAS have indicated that they are satisfied that resilient business continuity arrangements are now in place. Management have successfully tested the system this year and will test again next financial year. 	<p>GREEN</p>

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<p>IT Risk Diagnostic</p> <p>(Highlighted by SIAS during 2012/13)</p>	<p>CMT</p>	<p>March 2015 revised from October 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. 	<ul style="list-style-type: none"> The IT Strategy, effective from April 2015 was approved by the Executive on 8 June 2015. 	<p>GREEN from AMBER</p>
<p>Hertford Theatre future governance arrangements</p> <p>(From 2011/12 Action Plan)</p>	<p>CMT</p>	<p>Feb 2015 revised from October 2014</p>	<ul style="list-style-type: none"> Review to identify options for alternative governance models and the financial implications of adopting any of those models. 	<ul style="list-style-type: none"> SIAS, through PwC, have undertaken a review of governance arrangements as part of the 2014/15 Audit Plan. Report issued in March 2015. 	<p>GREEN from AMBER</p>
<p>Asset Management Plan</p> <p>(From 2012/13 Action Plan)</p>	<p>CMT</p>	<p>Dec 2015 revised from Dec 2014</p>	<ul style="list-style-type: none"> Review assets held by the Council. 	<ul style="list-style-type: none"> Asset Management Plan (AMP) 2013-17 approved by CMT but presentation to Members has been put on hold. The AMP will be revised to reflect the updated priorities of the new 	<p>AMBER</p>

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				<p>administration and any subsequent changes in Asset Management policy.</p> <ul style="list-style-type: none">• The Executive on 7 October 2014 approved future investment of £10m in each of two selected property funds which will impact on the AMP.• An audit of Council land is currently underway to ultimately gain assurance that all sites and assets are managed and that appropriate standards are reflected in corporate policy.• SIAS completed an audit resulting in a	
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				substantial assurance opinion.	
<p>Impact of Welfare Reform changes</p> <p>(Identified as a strategic risk in 2013/14)</p>	CMT	March 2016 revised from March 2015	<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 Council has responded well to changes in Welfare reform although this has resulted in an increased number of contacts from affected residents. The impact of this increased contact is monitored through appropriate management teams and partnership boards. 	AMBER
<p>Operating effectively in Shared Services</p> <p>(Taken forward from 2012/13 Action Plan)</p>	CMT	Feb 2015 revised from Dec 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"> SIAS have undertaken a review of Shared Services Benefits Realisation. Draft report to be discussed by Partnership Board on 29 June 2015. 	GREEN from AMBER

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<p>Risk that S106 Monies remain unspent</p> <p>(Highlighted by SIAS during 2012/13)</p>	<p>Head of Comms, Engagement and Cultural Services/ Head of Planning and Building Control</p>	<p>Dec 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. • Process is considered to be embedded. 	<p>GREEN from AMBER</p>
<p>Implementat'n of the Investment Strategy with sufficient levels of governance and due diligence (Identified as a new 2014/15 strategic risk)</p>	<p>CMT</p>	<p>March 2015</p>	<ul style="list-style-type: none"> • Find the optimum position of balancing risk and return and having financial strength to contribute to the local economy. 	<ul style="list-style-type: none"> • Audit Committee in July 2014 agreed a refreshed Treasury Management Strategy allowing investment in property funds. • Property fund proposals approved by the Executive on 7 October 2014. • The first property fund investment of £10m has taken place. The second investment of 	<p>GREEN from AMBER</p>

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				a further £10m is due to take place in December 2015.	
Development of a District Plan that is approved by the planning inspectorate. (Identified as a new 2014/15 strategic risk)	CMT	October 2016 Revised from March 2015	<ul style="list-style-type: none"> Plan to be agreed within required timeframe. 	<ul style="list-style-type: none"> The Council intends to publish the next stage of the draft Plan for a final round of public consultation in the first part of 2016. This will be followed by an Examination in Public. Whilst good progress has been made on key parts of the evidence base, there remains a number of critical pieces of information which still need to be obtained before a final draft of the District Plan can be agreed. In particular Hertfordshire County Council has been 	AMBER

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				<p>assessing the capacity of the A414 to accommodate additional traffic.</p> <ul style="list-style-type: none">• The Planning Policy Team is working hard to investigate any reasonable means by which the overall process can be expedited in order to bring forward the District Plan as soon as possible without jeopardising the prospects for planned development accompanied by the necessary supporting infrastructure.	
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<p>The effectiveness of the delivery of the Here to Help programme (Identified as a new 2014/15 strategic risk)</p>	<p>CMT</p>	<p>March 2015</p>	<ul style="list-style-type: none"> • Ensuring challenges are met, particularly staff engagement, communications and adequate resources. 	<ul style="list-style-type: none"> • A full-time Here to Help Project Officer is in post and staff engagement has been excellent. • Regular reporting arrangements are in place. 	<p>GREEN from AMBER</p>
<p>Increased levels of demand for our services. (Identified as a new 2014/15 strategic risk)</p>	<p>CMT</p>	<p>March 2015</p>	<ul style="list-style-type: none"> • Demonstrate ability to adequately manage increased volume of contact from the public. • Demonstrate improvements, removal of barriers and increased capacity. 	<ul style="list-style-type: none"> • The Here to Help activities are providing a strong platform for organisational development. 	<p>GREEN from AMBER</p>