

Annual Governance Statement (2019/20)

Annual Governance Statement 2019-20 Action Plan				
Issues Identified	Action to be taken	By whom and progress	When	Status
<p>1. The 2018/19 Internal Audit report for Development Control identified “Improvements Required” with regard to the inability of the legacy systems to provide a full overview of the ‘trigger points’ for all of the s106 agreements.</p> <p>A follow up review took place in 2019/20; the assurance opinion remains at “improvements required” where the risks around identification of S106, income management and utilisation of funds remain.</p>	<p>A project to address this is ongoing through use of specialised software, although populating the system is time consuming as many of the s106 agreements are complex.</p>	<p>The Head of Planning, Economy and Regeneration</p> <p>Proposed S106 governance arrangements have not yet been agreed by Members. A working group of PPAG has been set up to consider proposals in more detail.</p> <p>The S106 Parish reports and Annual Infrastructure Funding statement were published in December as required by legislation</p>	<p>Scrutiny 17 August</p> <p>Cabinet 1 October</p> <p>Full Council 28 October - adopted</p> <p>23 December 2020</p>	
<p>2. External legal and financial reviews have been undertaken on 3 Rivers at the request of the Leader. A number of recommendations have come from this work regarding improving governance arrangements. These were all approved by Cabinet at their meetings of</p>	<p>Progress will be monitored by Cabinet and in this action plan</p>	<p>Chief Executive</p> <p>Monthly updates are being presented to Cabinet, with updates on company progress/activity as well as achievements on remaining actions. The two main areas still outstanding relate to formal agreement of a process for agreeing future loans and the embedding of</p>	<p>Currently monthly</p>	

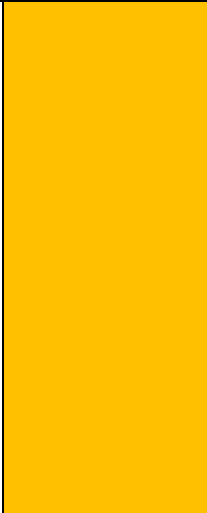
Annual Governance Statement (2019/20)

<p>11 June and, after consultation with Scrutiny and Audit committees, 9 July. An action plan is in place to address the recommendations</p>		<p>this as necessary within an updated Shareholder Agreement (SA), and the overarching SA update reflecting the cumulative changes as set out by Cabinet. This work is in progress, with external legal support as required, with a view to this being brought back for Cabinet consideration and approval in the coming months.</p>		
<p>3. Continue to strengthen the link between finance and performance during 2020/21, particularly in the light of budget cuts and cost savings requirements.</p>	<p>Financial information is now regularly included in performance and risk reports Further integration with financial monitoring reports</p>	<p>Deputy Chief Executive Progress is being made but more work is planned</p>	<p>31 March 2021</p>	
<p>4. The 2018/19 internal audit report on risk management opinion was “The quality of information about risks and the mitigating action of those risks required significant improvement to enable the risk register and risk management framework to be an effective tool to protect the Council’s activities”.</p>	<p>There has been good progress although further improvements needed. Audit Committees need to further challenge the adequacy of mitigating actions recorded and monitoring of progress</p>	<p>Director of Business Transformation and Corporate Affairs The risk review reporting has been updated for reports starting from January 2021 and training sessions for managers have commenced</p>	<p>31 December 2020</p>	

Annual Governance Statement (2019/20)

<p>5. An Internal Audit Report on 3 Rivers states “We consider that the current developing position of the Company and the level of risk and investment into this new venture represents a significant risk to the Authority.”</p>	<p>We have reviewed the risks on the Corporate Risk Register to reflect the findings of the Internal and External audit reports. This will be regularly monitored and updated where appropriate.</p>	<p>Deputy Chief Executive</p>	<p>Linked to No.2</p>	
<p>6. A draft Internal Audit report on counter fraud indicates “improvements required”. There are some key messages in that report about policy and strategy and the absence of monitoring and reporting of fraud in the Council.</p>	<p>Actions to be taken will be agreed when the audit report is finalised</p>	<p>Director of Business Transformation and Corporate Affairs</p> <p>The revised Anti-Fraud and Corruption Policy was approved at the January 21 Audit Committee meeting. The Strategy is being brought back to the 23 March meeting.</p>	<p>31 March 2021</p>	

Annual Governance Statement (2019/20)

<p>7. The current economic situation is likely to continue to see a reduction in the number of staff employed by the Authority. We have identified that this presents a potential risk to our ability to retain the skills and experience needed. Measures are being implemented to combat this risk.</p>	<p>Skills Audit to be completed by collecting information as part of the appraisal process and utilisation of the LMS system to record qualifications and experience.</p> <p>The new “Evolve” project is wrapping up these themes.</p>	<p>Director of Business Transformation and Corporate Affairs</p> <p>The Evolve project was launched by HR in November, as part of this appraisals and progress against the competency framework can now be recorded on the LMS system, as can 1:1s.</p> <p>Training is now being rolled out by L&D</p>	<p>30 June 2021</p>	
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Green is completed

Amber is in Progress

Red is not completed

White is not due for completion yet