

ACTION PLAN FOR 2010/11 AGS – HALF YEAR UPDATE 30/09/11

No	Action	Lead Officer	Original Comments	Original Date	Revised Position/Comments and updated target date
1.	Strategic management of organisational change and the development of the new administrations governance requirements. Strategic management of the implementation of the revised governance framework (encompassing the corporate governance structure incorporating information, information technology, partnership and project governance).	SMT (including the Monitoring Officer)	Understanding the revised governance requirements and confirming their legality. Confirming the requirements are incorporated into any changes to the Constitution, strategies and policies. Endorsing an awareness programme for officers and members.	Ongoing 31/03/12	The development and implementation of revised governance arrangements are on going as part of the restructures. However they are also part of the senior management review being undertaken by the Interim Chief Executive On going
2.	Managing Decision making: a) Implementation of the Strong leader model; b) Implementation of the revised governance staff structure; c) Embedding the new administration; d) Clarifying officer/member roles & responsibilities including delegations e) Developing Member/officer relationships including revised standards regime f) Continued development and implementation of transparency agenda. g) Other constitution changes to reflect the revised organisational structures & ways of working h) Preparations for the revised external audit arrangements.	Head of Governance	This action develops further the implementation of previous actions in respect to the Constitution and has been updated to include the implementation or preparation of key governance areas including embedding the new administration, the implementation of the Governance Unit restructure the requirements of the Localism Act and revised external audit arrangements.	Some action will be completed during 2011/12 and others will still be in development and progress by 31/03/12.	a) Complete b) Complete c) to g) On-going h) Audit Commission procuring external auditors for 2012/13 to 2014/15 or 2016/17. However announcement re future arrangements including the Council procuring their own external auditors due by 31/12/11 so planning will then commence.

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3.	<ul style="list-style-type: none"> Review of our Workforce Development priorities and delivery Continue to review and update the management competencies and skills required in the revised organisation. Review of HR policies and processes to support the organisational changes. 	Interim Chief Executive (RP)	Work continues to develop the people aspects of the revised One Council One Team One Vision and appropriate cultures to support good governance.	31/03/12	<p>Work continues to develop the people aspects of the Council including the requirements to support a co-operative Council and to ensure appropriate cultures to good governance. The Safeguarding Children Workforce Strategy refresh has been completed.</p> <p>31/03/12</p>
4.	Implement action plans from external assessments and inspections.	Interim Chief Executive & appropriate Heads of Service.	Action plans to address relevant governance issues from external assessments/ inspections have been and will be included in appropriate priority/service area plans.	Ongoing but by 31/03/12	Implementations of action plans from external assessments are progressing according to the deadlines agreed.
5.	<p>Data and information security:</p> <ul style="list-style-type: none"> a) Continue the development & implementation of ICT service continuity & resilience within the ICT infrastructure. b) Implement the transfer of the administration and management of the Council's information right's legislation to Governance. c) Continue the implementation of revised systems & procedures for safeguarding. 	Head of Property & ICT, Head of Governance and Head of Safeguarding	<p>Deadlines:</p> <ul style="list-style-type: none"> a) Completion of work from 2010/11 b) This change has arisen out of a review of the freedom of information arrangements within the Council and will be implemented in the second quarter of 11/12 c) This is the continuation and completion of work commenced during 2010/11 which was identified during internal and external reviews. 	<p>Dates:</p> <ul style="list-style-type: none"> a) 31/10/11 b) 31/10/11 c) 31/03/12 	<p>a) Disaster recovery and business continuity plan and resilience are progressing well. Over 70% of systems have now been replicated including key business drivers e.g. mail etc. There are a few systems still to be completed which have been delayed due to the timing of delivery having a major effect on the business and the service to their clients as well as the implications of restructure. ICT and the service areas concerned are working with suppliers to minimise any disruption but for some areas it is critical to plan the implementation of this work so as not to affect the support to clients. All areas should be covered (subject to services being able to accommodate implementation) by January 2012.</p> <p>b) Effective from 03/10/11</p> <p>c) On-going</p>