



FINANCE, AUDIT AND PERFORMANCE UPDATE – CORPORATE
GOVERNANCE AND ICT
REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE
DIRECTION)

WARDS AFFECTED: ALL WARDS

1. PURPOSE OF REPORT

- 1.1 To provide the committee with an update on the financial, performance and risk position of Corporate Governance and ICT as at end July 2015.

2. RECOMMENDATION

- 2.1 That members note the contents of this report.

3. BACKGROUND TO THE REPORT

Financial Performance

- 3.1 The financial performance for Corporate Governance and ICT from 1st April 2015 – 31st July 2015 has been detailed in Appendix 1. As at 31st July 2015, Corporate Governance has underspent against the profiled budget (taking into account timing differences) by £141,706.

Information and Communication Technology has overspent against the profiled budget (taking into account timing differences) by £3,551.

- 3.2 Details of variances over £25,000 have been provided in Appendix 1.

Performance

- 3.3 Performance against performance indicators for Corporate Governance from 1st April 2015 – 31st July 2015 has been detailed in Appendix 2, along with explanation(s) where indicators have not been met. In total 3 of 5 indicators are currently meeting target.

Risk Management

- 3.4 The risk register for Corporate Governance contains nine risks for 2015/2016 and twelve risks for ICT. All red (high) risks as at 31st July 2015 are detailed below, along with actions that are currently being taken to mitigate these:

Risk	Risk failure leads to:	Net Risk Level	Review commentary	Risk Owner
CPS41 Staff Levels	Failure to maintain staffing levels within Corporate Governance to deal with works required	8: Likelihood (medium) - Impact (high)	There are currently capacity problems predominantly within the Legal Team due to high workload and turnover. In the short term agency cover has been arranged and a service review is underway.	Julie Kenny

3.5 In addition, the following corporate risks are deemed to impact Corporate Governance. An update on these risks and corresponding actions are provided below

Risk	Risk failure leads to:	Net Risk Level	Review commentary	Risk Owner
S.19 - Failure to improve sickness absence	Causes reduced capacity leading to failure/inability to deliver services/objectives efficiently	7: Likelihood (high) - Impact (medium)	<p>Agreement of revised sickness management arrangements to be consulted on with Unions</p> <p>Monthly review of sickness at SLB by CEO focusing on long-term absences</p> <p>Sickness Absence incorporated as a corporate cross-cutting risk on Service Risk Registers for local management by heads</p> <p>Management of Absence is part of Performance SLB meetings</p> <p>Managers received training on how to manage absence supported by information from HR in terms of absence stats</p>	

3.6 The following corporate risks are deemed to impact ICT. An update on these risks and corresponding actions are provided below

Risk	Risk failure leads to:	Net Risk Level	Review commentary	Risk Owner
S.12 Insufficient Business Continuity Management (incl Disaster recovery) arrangements	Causes a delay in the ability to manage an emergency situation or recover from a disaster.	8: Likelihood (medium) - Impact (high)	<p>BCM added to all Service Risk Registers</p> <p>Build BCM provision into Procurement Process to improve resilience where there are dependencies on third parties</p> <p>Business continuity plans developed around business impact analysis</p> <p>Crisis team creation Development of BCM</p> <p>Resource deployment for Disaster Recovery</p>	

4. FINANCIAL IMPLICATIONS [KP]

4.1 Contained within the *Financial Performance* section of the report

5. LEGAL IMPLICATIONS [JB]

5.1 None.

6. CORPORATE PLAN IMPLICATIONS

6.1 All budgets, performance indicators and risks are mapped against the appropriate corporate plan implication.

7. CONSULTATION

7.1 No direct consultation

8. RISK IMPLICATIONS

8.1 Covered within the *Risk Management* section of the report

9. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

9.1 Covered as appropriate in the body of the report

10. CORPORATE IMPLICATIONS

10.1 By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Human Resources implications
- Planning Implications
- Voluntary Sector
- Data Protection Implications
- Procurement Implications

Background papers: None

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Executive Member: Councillor Amanda Wright

Appendix 2 – Performance Indicators

Reference		Target	Current Performance	Comments
BV012	Working days lost due to sickness absence	8.00	1.61	July figure to be updated verbally at meeting. for same period last year it was 1.92.
BV002a(i)	Equality framework	Level 2	Level 2	Achieving status – on target
BV016a	% Employees with a disability	4.00%	2.89%	Quarterly reported – aim to meet target by year end
BV017a	% Ethnic minority employees	4.00%	3.40%	Quarterly reported – aim to meet target by year end
LI024	Freedom of information requests processed within 20 days	99%	100%	Exceeding target