

APPENDIX B - MANAGEMENT BOARD MONTHLY GOVERNANCE ACTION PLAN STATUS REPORT AS AT 31.05.17

Headline & Status

The Plan is in the main on track to be fully implemented by the relevant due dates.

GREEN

Overview

Achievements

- Current levels of implementation are strong (96% of actions are either at a fully or partly implemented stage) albeit we are at the relative early stages of the Plan
- The current Plan has been reviewed and made more “SMART” from the previous version
- Profile and awareness of the Plan amongst NBC staff has increased via MG training session & attendance at DMTs.
- Reporting framework now established

Potential Problem Areas/Issues

- Not all of the actions are clear or clearly understood by owners and these have been designated “To Be Confirmed” via discussion at Management Board
- Implementation levels could face greater barriers and challenges and potentially slow down as the Plan progresses with increased pressure/competition for resources and as the number of quick wins diminishes. It is noted 83% of partly complete actions are as at 31.05.17 at a 50% or less stage of completion.

Board Exception Reporting Item(s)

There is a suggested new action (Action 50) on the Annual Governance Statement (AGS) in the Governance section Page 6.

The Board is advised that over the coming months the required action plan to address any non-compliance with the CIPFA/SOLACE Governance Framework is likely to create a significant amount of further governance actions to be progressed alongside this Plan.

a). Overall Analysis of the Implementation Status of Governance Plan Actions as at 31.05.17

GOVERNANCE AREA	Number of Actions	Fully Implemented	Partly Implemented	Not Implemented	To Be Confirmed
Risk Management	6	1	5	0	0
Project Processes	11	0	9	2	0
Programme & Project Support	9	2	6	0	1
Due Diligence	1	0	1	0	0
IA Recommendations	6	3	3	0	0
Exec. Decisions – Cabinet Processes	12	9	2	0	1
Governance	5	0	5	0	0
Financial Governance	11	9	2	0	0
Other	6	3	3	0	0
Total	67	27	36	2	2
Percentage	100%	40%	54%	3%	3%

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b). Analysis of Not Implemented Actions as at 31.05.17

No	Action	Rationale/Barriers to Non-Implementation
12	Specialist risk management training to become mandatory for all officers involved in projects. This to apply to current and future projects	Linking in with the governance and risk function we in projects will as part of this specialist training identify how we expect people to use risk as a tool in a project environment both on a project level and a day to day level dealing with assets. The objective of this training will be to create a risk-based and risk-led approach in project management
13	Specialist training, workshops to be arranged and delivered with external and internal resources and in consultation with the Council's internal auditors	This will form part of the above action and be included in it. Suggest removing this action as a duplication of the above action

c). Analysis of % Complete of Partly Implemented Actions as at 31.05.17

% Complete Banding	Number of Partly Complete Actions	%
1-25% Complete	18	50
26-50% Complete	12	33
51-75% Complete	4	11
76-100% Complete	0	0
TBC	2	6
Total	36	100

d). Analysis of Actions by "On Track" RAG Implementation Status as at 31.05.17

Action Plan Area	Number of Actions	Red	Amber	Green	TBC
Risk Management	6	0	4	2	0
Project Processes	11	0	0	10	1
Programme & Project Support	9	0	0	8	1
Due Diligence	1	0	1	0	0
IA Recommendations	6	0	0	6	0
Exec. Decisions – Cabinet Processes	12	0	1	10	1
Governance	5	0	3	2	0
Financial Governance	11	0	1	10	0
Other	6	0	1	5	0
Total	67	0	11	53	3
Percentage	100%	0%	16%	79%	5%

