

MANAGEMENT BOARD MONTHLY GOVERNANCE ACTION PLAN STATUS REPORT AS AT 31.08.17

Headline & Status	The Plan is, in the main, on track to be fully implemented by the relevant due dates. Some dates have had to be extended due to delays in finalising interviews and documentation for the risk management strategy and organisation around Licence to Practice training.	GREEN
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Overview	<p><u>Achievements</u></p> <ul style="list-style-type: none"> ▪ Regular performance reporting and update of the Plan via this report continues and importantly is becoming established practice. ▪ The plan has been reviewed and the action points reduced from 67 to 48 following the merging of related actions around project management framework and deleting duplicates. ▪ Fully-Implemented actions have increased 1% since the previous reporting period (June). 	<p><u>Potential Problem Areas/Issues</u></p> <ul style="list-style-type: none"> ▪ 90% of actions are currently at a fully or partly implemented status, this is a reduction of 3% on June 2017 due to lack of evidence of implementation. ▪ Partly implemented has reduced by 4% to 44%, mainly due to the reduction in project related actions. ▪ Items not implemented has increased to 8% but only in light of the overall reduction of number of actions from 67 to 49.
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Board Exception Reporting Item(s)	None
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a). Overall Analysis of the Implementation Status of Governance Plan Actions as at 31.08.17

GOVERNANCE AREA	Number of Actions	Fully Implemented	Partly Implemented	Not Implemented	To Be Confirmed
Risk Management	6	0	5	1	0
Project Processes	3	0	3	0	0
Programme & Project Support	5	2	0	3	0
Due Diligence	1	0	1	0	0
IA Recommendations	4	2	2	0	0
Exec. Decisions – Cabinet Processes	13	8	4	0	1
Governance	4	2	2	0	0
Financial Governance	11	8	3	0	0
Other	1	0	1	0	0
Total	48	22	21	4	1
Percentage	100%	46%	44%	8%	2%

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b). Analysis of Not Implemented Actions as at 31.08.17

No	Action	Rationale/Barriers to Implementation
1	Risk Policy and Framework to be reviewed by Management Board.	Originally marked as completed 26.04.17. Not actioned. New policy to be submitted for review to Management Board in September 2017.
11	Develop and Implement enhanced Corporate project and Programme Management Framework and arrangements. To include a Corporate Governance & Support Officer Programme Board; Northampton Alive Officer Programme Board and an Efficiency/MTFS Officer Programme Board. Include within the Framework the requirement for regularly reporting back to Cabinet on all projects is in place.	Programme and Project management framework work will be developed and implemented at a corporate level and the present structure/configuration of Boards will also be considered. Governance and decision making will be included in the process. Corporate Project Management Framework policy and procedures started August 2017, to be presented to Management Board in September 2017.
13	Each project/programme to require the completion of a declaration of interests form by each participant (member or officer or advisor) and to be maintained as part of the project governance documentation	To be specifically included in the Corporate Project Management Framework documentation.
14	Mandatory Training programme on project programmes and major projects competencies to be completed as part of the Licence to Practice Programme and to be written into staff contracts	Major programme and programme management module included in LTP as a high-priority module. Training to be given once project framework completed. Date of implementation of LTP training amended to 31.12.17 in light of the departure of the Training & Development Manager in July 2017.