

Significant Issues Action Plan – Review January 2015

Control issue	Action	Deadline as per AGS	Action planned and EoY position	Lead officer
Business Continuity Testing	To review, develop and test ICT Business Continuity Plan to ensure that it is robust enough to mitigate the identified risks for the Council and its partner organisations	March 2015	<p>Deliver ICT Business Continuity back up arrangements through ICT shared service with FoDDC that have been tried and tested.</p> <p>December position. Business Continuity plans for the ICT Shared Service have been reviewed by South West Audit Partnership (SWAP). Senior officers from both authorities are reviewing the arrangements for individual authorities and developing a shared approach to Business Continuity.</p> <p>ICTSS identified the need for a back-up generator at the Coleford site this has been installed commissioned and tested.</p> <p>ICT SS commissioned an external company to develop a Vision for a revised Disaster recovery/ Business Continuity action plan for ICTSS</p> <p>On-target to address SWAP recommendations by March 2015</p>	Director of Corporate Resources
Safeguarding Children and Vulnerable Adults	<ol style="list-style-type: none"> 1. Review of operational processes related to maintaining a register which identifies the training needs that relate to child protection and safeguarding for each appropriate post in the Council. 2. Hold a register of 	September 2015	<p>The Learning and organisational Development Team will upload the suitable declarations to the Learning gateway and the appropriate declaration for the 'level' of training needed by each member of staff will be added to their development plans by the service manager</p> <p>December position The manager reports that the declaration process is in place and that training records are being pulled together</p>	Strategy and Engagement Manager

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	<p>acknowledgements for all employees, casual staff, volunteers and elected members that they have read and understood the Safeguarding Children and Vulnerable Adults handbook.</p>		<p>but are not complete.</p> <p>A self-assessment to comply with s11 in respect of its safeguarding practices and processes is being undertaken by the Service manager. The result of this will be considered by the Corporate Governance Group</p>	
Car parking Services	<p>An internal Audit Assurance report has identified a number of issues relating to the management of the car parking services impacting on income and operational effectiveness</p>	<p>September 2015</p>	<p>December position</p> <p>Cabinet has made budgetary provision for investment in car parking equipment,</p> <p>In addition, the service is reviewing the effectiveness of the Automatic Number Plate Recognition (ANPR) system in Regent Arcade car park and the experience of customers through feedback monitoring.</p> <p>The outcome of the review will be reported to Cabinet in February 2015, with recommendations regarding any further proposed investment.</p>	<p>Head of Public Protection</p>