Significant Issues Action Plan – Review June 2016

Action	Deadline as per AGS	Action planned	Progress as at June 2016	Lead officer
1. Deliver effective testing of the new ICT disaster recovery (DR) plan; (ICTSS responsibility)	On-going	The new 2020 partnership is responsible for the delivery of ICT and the delivery of a Disaster Recovery Plan and a Business Continuity provision. Their planned DR testing work is to be centred around the GO's Shared Services 'Agresso' platform They are planning to undertake their DR work Mid July 16 , due to the demands on GO's year end closedown procedures ,	In July their ICT management team will be carrying training sessions with our shared IT staff on the updated DR arrangements across all partner Councils. ICT to deliver a Disaster Recovery test during July 2016	Director Resources and projects
2. Ensure service area disaster recovery and business continuity plans link to the DR plan (ICTSS and CBC shared responsibility)	To follow work stream 1	Service specific Business Continuity Plans will be updated further during 2016/17 to align with the Corporate Business Continuity Plan and the ICTSS Disaster Recovery Plan once the ICTSS Disaster Recovery Plan has been finalised.	Significant investment has been made in CBC's ICT infrastructure during 2016 to reduce the likelihood of ICT system failure and improve resilience and back up arrangements. All Services within CBC and external service providers reviewed their SBCP in 2015/16 May 2016 Director of Recourses and Projects met with ICT Group manager to agree shared plans and a course of action that CBC	Director of Resources and Projects

Action	Deadline as per AGS	Action planned	Progress as at June 2016	Lead officer
			services can align to. A CBC Business Continuity exercise is planned for October 2016 that will involve CBC Service managers, ICT, Finance and HR. This will provide CBC with assurance that its BC planning is robust and effective.	
3. Purchase Order Management System compliance	June 2016	Internal Audit to undertake compliance testing of the Purchase Order management System and to report findings to Audit Committee	Audit Cotswold undertook transactional testing on the use of the Purchase Order management System taking into account the current exemption list. The results of these tests indicated that there was a low rate of compliance at CBC, however the report did not take into account the orders processed by the property section through the UNIFORM system as these are not included on the current exemption list. Audit Committee requested a briefing on the current level of compliance for the June committee meeting. Briefing provided to Audit Committee on the 15 June Audit Cotswold will provide a repeat assurance check added to their 2016/17 Audit Plan for later in the year.	Head of Finance Section 151 officer