

Appendix C

Code	Description	Progress Bar	Latest Note	Due Date
22 CCG 09 Carbon Offsets / Sequestration	<p>Observation and Implications: Carbon Offsets / sequestration will be necessary for organisations that intend to become carbon neutral. The Plan does not clearly mention the requirement for offsetting to achieve the Net Zero target.</p>	<p>80% MEDIUM RISK</p>	<p>11-Sep-2023 The Sustainability & Climate Officer drafted an offsetting strategy for the previous Council but understandably members felt it would be better for the new Councillors to discuss/agree how offsetting would work.</p> <p>Request extension of time: 31 December 2023 to allow time to get this document to the appropriate meetings.</p>	30-Jun-2023
22 EM 01 A new Asset Management Plan should be drawn up, approved, and published	<p>Recommendation: A new Asset Management Plan should be drawn up, approved, and published. The new Plan should be aligned closely with the Authority's Strategic Plan to ensure it will support and help deliver strategic priorities over the short to medium term.</p> <p>Observations: The Council does not have a current Asset Management Plan (AMP) and is therefore unable to take a proactive approach to managing its assets. The existing AMP is dated 2012-2016. Work is underway to create an updated plan to detail out the work</p>	<p>30% HIGH RISK</p>	<p>02-Nov-2023 The Asset Management Plan framework has been drafted and is in the process of being populated by the Property team. The target is to complete this by the start of the new financial year 2024/25.</p> <p>Request revised due date: 31st March 2024.</p>	30-Sep-2023

Appendix C

	required to maintain its assets, with the plan due to be completed by Summer 2023. This should support a more strategic and proactive approach to managing its assets along with the supporting Asset Management Strategy.			
22 EM 02 When new Asset Management system is in place implement a fully interfaced database	<p>Recommendations: When the new system is in place implementing a fully interfaced database could avoid duplication of work.</p> <p>Observations: Limited administration support to maintain current systems in place, which is exacerbated by the current database not fully interfacing with the Council's present finance system (Civica). This has been recognised by Management and the Terrier system is due for an upgrade. Harmonisation of software and hardware with a central database will improve officer efficiency and a fully interfaced database will give the Council an opportunity to consolidate data storage and report generation avoiding duplication.</p>	<p>25%</p> <p>MEDIUM RISK</p>	<p>02-Nov-2023 Procurement of software upgrade and new 5-year agreement has been instructed under procurement framework. Anticipated migration over the autumn/winter period with full testing of system to then take place. Anticipated go-live of new system to be confirmed by supplier but anticipated by April 2024.</p> <p>Request revised due date: 30th April 2024.</p>	30-Sep-2023
22 EPCC 02	<p>Observations & Implications: The LRF provides an overall County Risk Register listing the many county risks that may arise. As well as the generic DEPP central plan, the</p>	<p>70%</p> <p>MEDIUM RISK</p>	<p>02-Nov-2023 This action is dependent on the output from a LRF project - The LRF Risk assessment working group has agreed the risks to be assessed for DCIOS. Lead</p>	31-Oct-2023

Appendix C

	<p>Council holds a variety of other plans such as the Rest Centre Plan, Operation London Bridge, and Ilfracombe Harbour Oil Spill Contingency Plan to help manage these risks. We consider there would be benefit in the Council considering whether the range of plans are sufficient and cover the significant risks considered most relevant to North Devon.</p>		<p>Risk Assessors have been identified for each risk who will be supporting this work. NDC is acting as the lead risk assessor for national power outages as a local authority rep.</p> <p>As a LRF working group we have recently completed the scoring of likelihood and impact for a number of risks against the national security risk assessment. Due to time pressures some risks were not able to be assessed which has delayed the project. Consultation will be required with multi agency partners and this is expected to happen at the end of 2023/ early 2024. We are reliant on this work being completed the the CRR being published before we can look at the local risks within North Devon.</p> <p>Request revised due date: 31st May 2024.</p>	
<p>22 RM 03 Risk Management Training</p>	<p><u>Recommendation:</u> The council would benefit from RM training package that is available to members and officers dealing with risk management. (Note - DAP would be happy to advise how we can assist in this area.)</p>	<p>70%</p> <p>MEDIUM RISK</p>	<p>27-Oct-2023 Training for SMT and members of the Governance Committee has been completed. The manager forum in June was cancelled therefore the training has been carried forward to next manager forum in November.</p>	<p>29-Sep-2023</p>

Appendix C

	<p><u>Observation and Implications:</u> The council could benefit by offering a RM training package to members and officers. This could be periodic training or available as part of an electronic package.</p>		<p>Time extension request: 16th November 2023.</p>	
<p>22 RRS 06 Create a Retention Strategy</p>	<p><u>Recommendation:</u> Create a new retention strategy informed by analysis such as exit interviews and staff surveys.</p> <p><u>Observation and Implications:</u> Retention Strategy is historic and requires an update as it risks not being relevant to the current economic circumstances.</p>	<p>85%</p> <p>MEDIUM RISK</p>	<p>02-Nov-2023 The Retention Strategy has been drafted and will go the next Workforce Matters policy meeting at the end of November, once approved this action will be complete.</p> <p>Request short extension to end of November 2023 to enable sign off by Unison.</p>	<p>30-Sep-2023</p>