

Governance Service Plan 2024-25



Recommendation	Desired Outcome	Latest Note	Current Expected Costs	Original Due Date	Due Date	Progress Bar	Status Icon
<p>New G 2024/25 01</p> <p>Police & Crime Commissioners election / Parliamentary election</p>	Successful delivery of all 2024 elections	PCC election on 2 nd May 2024. Date of Parliamentary election not yet known but likely within 2024	Full cost recovery from Home Office		31-Jan-25		
<p>New G 2024/25 02</p> <p>Tranche 2 of the Election Act 2023 changes</p>	To fully implement the tranche 2 requirements of the Election Act 2023	<p><i>(Tranche 1 for May 23: Voter Id & Accessibility)</i></p> <p>Tranche 2 for May 24: Online absent vote applications, postal & proxy changes, overseas electors, postal vote handling and ‘family voting’. From 7th May EU citizens voting and candidacy rights</p> <p>Managing new processes and spikes in workloads on going i.e. parliamentary election</p>	Grant received to date £2,758. Further New Burdens Funding expected		2 nd May 2024		

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New G 2024/25 03 Review of Commercialisation Strategy	To publish a revised commercialisation strategy	In line with our corporate objective to review and refresh our commercialisation strategy			30-Apr-24		
New G 2024/25 04 Deliver the outcomes of the process mapping for Insurance and look to include property insurance valuations in the new Asset Management System	More streamline and efficient insurance process with one database for all property valuations	A process mapping exercise was undertaken for insurance. The outcomes need to be evaluated and delivered. Currently the insurance property schedules are held separately, but will review potential for inclusion within the new cloud based Asset Management System as part of the implementation, to reduce the risk of errors in insurance cover.			30-Dec-24		
G 2023/24 02 Document retention on Civica Financial core systems	The core financial systems: Creditors, Debtors and General Ledger only holding the data required by our data retention policy	Archiving has been set up on the test Civica Financial system. Full testing required before rolling out on live. Currently on target. Half day consultancy to make changes to live system has already been purchased. No additional costs for 24/25		30-Nov-2022	31-Mar-2024	80%	In Delivery

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G 2023/24 04 Review and update the Procurement Strategy		A draft Devon Districts Procurement Strategy 2023 – 2027 has been produced for approval. Currently considering options for the delivery of the procurement service which might impact upon the action plan to accompany the strategy		30-Nov-2022	31-Jan-24	80%	In Delivery
G 2019/20 02 Land Registry takeover of Land Charges for North Devon Area.		All of the land charges data now on Master Gov. Still requiring elements of data capture for Planning, but this to be supported by the Land Registry. Extension of time request: Land Registry have not yet issued target date but likely to be 31 st December 2024.		31-Mar-2021	31-Dec-2023	75%	In Delivery
G 20/21 01 Parish Reviews / Community Governance Reviews		To be undertaken following the Parliamentary election. Once started must be completed within 12 months Extension of time request: 31 st December 2025, this deadline can be advanced if the Parliamentary election is called early.		01-Nov-2023	01-Nov-2023	10%	In Delivery
G 20/21 03 Continue with Land Registration project		Barnstaple, Chulmleigh, Bratton Fleming and Braunton remain outstanding.		01-Apr-2021	30-Jun-2024	70%	In Delivery

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and investigating polygon requirements of the council		Extension of time request: 30 th June 2025					
G 22/23 02 Implementation of Estore2. Upgrade to webpay public to allow misc. payment types over internet & become WCAG compliant (web content accessibility guidelines)	Greater volume and payment types taken over the internet as well as being WCAG compliant. Add to basket facility.	Currently on target for delivery		31-Mar-2023	31-Mar-2024	90%	In Delivery
G 22/23 06 Review & register delegated power nominations for each service area	Transparency & clear understanding of delegated powers	An electronic register for these nominations has been produced and going to SMT for sign off. Each Service will then be reviewed and updated Extension of Time Request: 30th September 2024		31-Dec-2022	31-Dec-2023	25%	In Delivery