

Action Plan Template – March 2009

ANNUAL AUDIT LETTER RECOMMENDATION	RESPONSIBLE OFFICER	CURRENT POSITION	IMPROVEMENT ACTIONS	STATUS INCLUDING COMPLETION DATE
<p>Ensure that the developing joint management arrangements between the Council and PCT result in the setting and monitoring of shared targets that clearly state the improved outcomes that local people can expect to experience as a result of the closer working of the two organisations.</p>	<p>Interim Deputy Chief Executive</p>	<p>A joint strategy for Herefordshire Public Services (HPS) is being developed by the council and PCT.</p>	<p>The strategy will set out the key targets and actions to be achieved by the deep partnership, including those for improved experience and outcomes for local people. The initial focus will be on developments in 2009-10, but, in the context of the long-term ambitions and ultimate measures of success. The strategy will show how HPS will contribute to the achievement of the vision and objectives of the Herefordshire Sustainable Community Strategy (HSCS)</p>	<p>It will be finalised alongside the refresh of HSCS in June 2009.</p>
<p>Ensure that responses being developed to address delays in carrying out timely assessments for children's social care are</p>	<p>Head of Safeguarding and Vulnerable Children</p>	<p>An independent review of safeguarding was completed in December 2008, from which a robust action plan has been developed, including specific</p>	<p>Implement staff training and support in respect of Frameworki (July 2009).</p>	<p>Dates for completion against actions of Action Plan are in line. RAG rated.</p>

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effective and sustainable.		recommendations and actions around referrals and assessments. The action plan is monitored monthly by the Directorate Leadership Team and quarterly by the Herefordshire Safeguarding Children Board.	Implement agreed approach to data and records management (April 2009). Continue recruitment and retention strategy to achieve full establishment (May 2009). Implement and monitor identified process improvements, including transfer of cases between teams (Monthly).	Monitoring at HSCB.
Monitor the Safer Road Partnership's response to the recommendations from our recent assessment.	Interim Transportation Manager	Herefordshire Council currently has a place on the SRP Board and is able to influence the SRP at a strategic level. Officers are also engaged in SRP sub groups including Education, Training and Publicity and Data. Funding for the SRP now comes through the ABG which is determined initially by the Community Safety and Drugs Partnership (CSDP – this is supported by the Environment and Culture Directorate) and ultimately by Herefordshire Partnership.	The Community Safety and Drugs Partnership is currently confirming future funding with the SRP and is seeking greater clarity on what the SRP delivers in Herefordshire and how this contributes to reducing road traffic casualties. The CSDP is likely to confirm the need for the	

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			<p>SRP to provide quarterly reports providing outputs specific to Herefordshire confirming progress against stated objectives and contributions to accident reductions. The Council will also be seeking updates on how the SRP proposes to meet the recommendations set out in the Audit Commission report to Herefordshire Council of February 2009.</p>	
<p>Continue to actively pursue a satisfactory conclusion to waste management as soon as possible.</p>	<p>Michael Hainge Director of Environment & Culture</p>	<p>The council and its partners have established new governance arrangements to drive the development of waste treatment facilities, which will reduce the amount of waste going to landfill. Whilst a solution has not yet been agreed, the project management processes underpinning the new governance arrangements are reducing</p>	<p>Appropriate Project Management resources are in place to deliver a treatment facility to enable the two authorities to meet our 2013 LATS Targets and also meet the outcomes of the</p>	<p>Project Board in place. Consultation on JMWMS started and due to be completed w/c 06/07/09. Report on Waste Disposal PFI Contract considered</p>

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		the risks of contract termination.	revised Joint Municipal Waste Management Strategy (due Sept 09).	by Cabinet 22/01/09..
Ensure that processes are put in place to drive out the expected benefits of Herefordshire Connects, including financial savings.	Director of Resources /Interim Deputy Chief Executive	The Benefits Board is part of the established governance arrangements of the Herefordshire Connects Programme. It is chaired by the Director of Resources and meets monthly. A benefits register is maintained and has been through a challenge process and is supported by Deloitte. The cashable benefits are included in the council's Medium Term Financial Management Strategy (MTFMS).	The individual project boards will take ownership of the benefits related to their workstream. In April, a further challenge process will take place. The Benefit Board's role will change to one of oversight and challenge.	The challenge process will be completed by mid-May 2009.