**Three Rivers District Council Annual Governance Statement 2016/17 Action Plan Appendix 2**

| **No.** | **Issue** | **Action** | **Resolved** | **Update** |
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| 1 | The Disaster Recovery Plan is not current. The Council should take priority to ensure the kit list is updated and fit for purpose. | The Council will ensure that the kit lists are updated and fit for purpose in conjunction with Capita who are responsible for Third Party contracts for DR. Disaster Recovery andbusiness continuity plans will be reviewed annually to ensure suitability, adequacy andeffectiveness | No | All asset lists, including desktops, servers and network equipment have been updated and are managed by the Service Desk Provider.Procedure documents are currently being reviewed and updated.Head of ICT services is currently drafting the DRplan in conjunction with Amicus – Third Party. Also drafting a specification for a short term joint DR contract to include kit and recovery site. It is anticipated our DR need will change over the next year given the core transformation and therefore the Council’s looking to tender for a flexible contract. Once the DR plan is drafted this will go to ITSG and risk groups at both Councils for review and sign-off. There will then be annual review per other IT policies.DR Test to take place: December 2017I**nternal Audit review scheduled: July/August****DR plan in place.****Small delay in the full contract, however an interim arrangement is in place to September 2017.****DR Test to take place: December 2017** |
| 2 | The lack of an effective testing strategy for Disaster Recovery may mean that gaps and defects in the plan may not be identified. | Once the kit lists are updated, DR tests will take place on critical systems and their key dependencies. | No | The testing will take place once the DRprocurement has taken place, a requirement to undertake this is being built into the specification.DR Test to take place: December 2017**Internal Audit review scheduled: July/August****Still on track. Procurement delay as above.** **DR Test to take place: December 2017** |