

Report to	Corporate Governance & Audit Committee
Date of meeting	27 January 2021
Lead Member / Officer	Lisa Lovegrove – Chief Internal Auditor/ Gary Williams – Monitoring Officer
Report author	Lisa Lovegrove – Chief Internal Auditor
Title	Contract Management Audit - Revised Action Plan

1. What is the report about?

This report provides a revised action plan given that the action plan which accompanied the Internal Audit report on Contract Management in July 2020 included actions which were no longer relevant since the Corporate Support Services Review involving contract management had been put on hold during the Covid-19 pandemic.

2. What is the reason for making this report?

This report is to provide an updated action plan with regards to the 'Contract Management' Internal Audit report. The report gave a low assurance with an action plan which contained actions which were no longer feasible, so Corporate Governance and Audit Committee requested a revised action plan be returned in order that the committee could take assurance that suitable actions have been identified to address the issues raised.

3. What are the Recommendations?

That the committee reviews the revised action plan and decides whether it requires any further update reports on progress with the improvement action plan.

4. Report details

The Contract Management Revised Action Plan (Appendix 1) has been updated to reflect recent changes including removing any reference to the Corporate Support Services Review of contract management as it is currently on hold, with responsibility assigned to relevant officers.

The revised action plan shows that progress has been made with some actions now showing as completed or underway.

Internal Audit will follow up these outstanding actions to ensure that they are completed.

5. How does the decision contribute to the Corporate Priorities?

Not applicable - there is no decision required with this report.

6. What will it cost and how will it affect other services?

Not applicable - there is no decision required with this report.

7. What are the main conclusions of the Well-being Impact Assessment?

Not applicable - there is no decision required with this report.

8. What consultations have been carried out with Scrutiny and others?

Not applicable - there is no decision required with this report.

9. Chief Finance Officer Statement

Not applicable - there is no decision required with this report.

10. What risks are there and is there anything we can do to reduce them?

Not applicable - there is no decision required with this report.

11. Power to make the decision

Not applicable - there is no decision required with this report.