

Report to	Governance & Audit Committee
Date of meeting	28 July 2021
Lead Member / Officer	Cllr Julian Thompson-Hill / Lisa Lovegrove – Chief Internal Auditor
Report author	Lisa Lovegrove – Chief Internal Auditor
Title	Internal Audit Follow Up of Contract Management

1. What is the report about?

1.1. This report provides an update on progress in implementing the action plan that accompanied the Internal Audit report on Contract Management. The report was presented to this committee in July 2020 and the committee requested a revised action plan to reflect key changes which was presented in January 2021.

2. What is the reason for making this report?

Sub-heading (delete as needed)

2.1. This report is to provide information on how the council is implementing improvements with contract management arrangements since the issue of the Internal Audit report and revised action plan. The report gave a low assurance, so Governance & Audit Committee requested a progress report. This is the first progress report.

3. What are the Recommendations?

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

4. Report details

- 4.1. Our review of Contract Management, report dated January 2020, gave a low assurance rating.
- 4.2. In July 2020, Corporate Governance and Audit Committee identified that the original action plan contained actions which were no longer feasible given the suspension of Corporate Support Services Review at the height of the Covid-19 pandemic. A revised action plan was agreed at Corporate Governance and Audit Committee in January 2021 to provide assurance that suitable actions had been devised to address the issues identified in the original report.
- 4.3. This first follow up reviewed the progress in implementing the actions as per the revised action plan (see full report in Appendix 1). We conclude that limited progress has been made in addressing the actions as set out in the revised action plan agreed in January 2021. The full implementation of a number of the actions is dependent on the approval by the Senior Leadership Team (SLT) of the Contract Management Framework. At the time of our review, the draft framework had not been to SLT for comment and endorsement and has since been scheduled to go on 15 July 2021. Ongoing capacity pressures and lack of dedicated contract management resource have also restricted the ability to provide the required contract management oversight, training and guidance.
- 4.4. Based on the results of our follow up review, our assurance rating remains as low. Internal Audit has scheduled to carry out a second follow up in November 2021 to review progress in completing the outstanding actions.

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

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

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

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

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

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

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

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

9. Chief Finance Officer Statement

9.1. 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?

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

11. Power to make the decision

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