

## Organisational response

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**Report title:** Are the Council's Corporate Support Functions Effective? – Denbighshire County Council

**Completion date:** 16<sup>th</sup> of June 2023

**Document reference:** 3461A2023

Ref	Recommendation	<b>Organisational response</b> Please set out here relevant commentary on the planned actions in response to the recommendations	<b>Completion date</b> Please set out by when the planned actions will be complete	<b>Responsible officer (title)</b>
R1	Human Resource (HR) policies that are out of date should be reviewed. We found that some Human Resource (HR) policies are out of date and need to be reviewed. This can put the Council at risk, should a legal challenge arise around HR, if policies are not up to date and review dates have slipped.	<p>Action 1. Review policy dates to ensure that all policies have been reviewed within three years. This activity will be incorporated into the Service Plan, which will mean that it will be monitored and updated quarterly.</p> <p>Action 2. Ensure we update the review date when a policy is amended. The department have been updating policies in-line with legislative changes. In future, informal reviews will be recorded by way of updating the review date.</p>	31 <sup>st</sup> of December 2023	Louise Dougal (Interim Head of Service Human Resources)
R2	Internal Audit reviews should consistently consider the sustainable development when reviewing services. Service area compliance with sustainable development principles need to be systematically checked for all non-transactional audits by Internal Audit in their reviews. By Internal Audit more regularly considering how services are addressing this area, the sustainable development principle will be more deeply embedded within the Council.	<p>Action 1. Within our scoping document we will include questions to ascertain how services are complying with sustainable development and Carbon Emissions. Depending on the responses testing will be undertaken to confirm level of compliance.</p> <p>Action 2. Monitoring of the implementation of agreed actions in relation to sustainable development and carbon emission will be included as part of the ongoing monitoring of effectiveness of Internal Audit.</p>	31 <sup>st</sup> of July 2023	Steve Gadd (Head of Finance and Audit Service)