

## Annual Governance Statement 2017/18 – Updated Action Plan

Area for improvement	Lead Officer	Planned completion date	Update at 8 May 2019
1. Operational schemes of delegation across the Council will be further reviewed and updated during 2018	Manager Governance, Risk & Scrutiny	December 2018	<p>An updated corporate template was considered by the Corporate Governance Officers Group in December 2018 and distributed to members of CLT for further action.</p> <p>An updated Scheme of Delegation to Officers, which forms part of Standing Orders and Related Documents, was submitted to Council for approval in May 2019. (report 146/19)</p> <p>Further work will be undertaken in 2019/20 to ensure Schemes of Delegation reflect the current management structure and operational requirements and are fully updated. <b>2019/20 action plan item 2.</b></p>
2. Monitor completion of the actions recommended in the internal audit review of the user account and access management controls within the Council's Integra finance system	Service Leader Internal Audit	March 2019	<p>In May 2019, Internal Audit conducted a follow-up review of progress by management in completing the actions agreed in response to the 2017/18 audit. This was reported to the Scrutiny &amp; Audit committee in June 2019. (Report 195/19)</p> <p>Management had agreed a total of 9 actions to address the 8 recommendations in the 2017/18 report. Three actions are not yet due for completion and were not included in the follow-up review. Internal audit concluded "Good progress has been made with the actions. Of the six actions reviewed, we agreed that five, including two Grade 1 actions, were closed. One action is partially complete, awaiting action by a third party supplier to upgrade the system. It is expected this will be provided by the end of June 2019."</p>
3. Monitor progress in completing the Scrutiny & Audit Committee action plan	Manager Governance, Risk & Scrutiny	March 2019	<p>The action plan was discussed at the 2018/19 self-assessment workshop. An update and an action plan for 2019/20 will be included in the report to June S&amp;A committee. <b>2019/20 action plan item 5</b></p>

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<p>4. Revise the Risk Management Strategy</p> <p>and</p> <p>update the Corporate Risk Register</p>	<p>Service Leader Governance &amp; Change</p> <p>Corporate Leadership Team</p>	<p>October 2018</p> <p>December 2018</p>	<p>The Risk Management Strategy was approved by the Policy and Resources Committee in January 2019 (R27/19).</p> <p>Further review work has been undertaken in relation to the corporate risk register however more work is needed to produce a robust and comprehensive register. A creative conversation will be held with the Corporate Leadership Team in July to sense check the register and to ensure that it is fit for purpose.</p> <p>Work is also being undertaken to re-invigorate the council's risk management guidance documents to make them more accessible and user friendly.</p> <p>It is proposed to submit both the updated corporate risk register and guidance to this committee after the summer recess. <b>2019/20 action plan, item 1</b></p>
<p>5. Monitor the developing governance framework of the IJB</p>	<p>Corporate Governance Officers Group</p>	<p>June 2019</p>	<p>The Council / IJB have put in place a liaison group which is responsible for overseeing the governance and partnership arrangements between the two organisations. Terms of Reference for the liaison group have been drafted for agreement by the respective leadership teams.</p> <p>An internal audit review of the Council's oversight of IJB is due to be reported to the June S&amp;A committee (Report xxx-19). The review provides substantial assurance that the council has appropriate oversight of the IJB. No recommendations were made as further changes are already under consideration.</p>
<p>6. Procure a new internal audit co-source contract</p>	<p>Service Leader Internal Audit</p>	<p>December 2018</p>	<p>The contract was awarded to Scott-Moncrieff, who are currently working to complete the IT audit work from the 2018/19 Internal Audit Plan.</p>