

**SIGNIFICANT GOVERNANCE ISSUES PROGRESS REPORT - FROM ANNUAL GOVERNANCE STATEMENT 2018-19**

Issue No.	Issue identified	Responsible Officer	Summary of action proposed	Update Sept 2019	Update December 2019	Update March 2020	Notes
<p><b>No significant governance issues were identified for 2018/19, however, measures to improve Governance arrangements have been proposed and implementation of these measures should be monitored.</b></p>							
1	The Council continues to make changes to its organisational structures and ways of working as it transforms the way in which services are delivered within the financial constraints of the current economic climate. This has kept the overall risk to the internal control environment high with changes in staff responsibilities and the reduction of available resources.	Audit Manager	This will continue to be monitored as part of the internal audit plan and any issues arising will be reported to the Audit and Governance Committee.	Internal Audit continue to deliver the audit plan and any issues arising relating to this risk will be reported to the A&G Committee.	No further update.	No further update.	
2	The Council now has a fully functioning Procurement Team in place which is effectively managing Council procurements. The next phase is to ensure that contract management is an integral part of the procurement cycle to ensure that it is undertaken effectively and consistently across the Council's contracts.	Service Lead - Commercial and Procurement	A contract management training plan to be implemented along with contract management guidance to assist contract managers to properly manage contracts by addressing transition management, performance monitoring and by helping to ensure that both parties fulfil their commercial and contractual commitments.	A contract management toolkit had been developed and its use and training will be rolled out in Autumn 2019.	Lack of resource has forced a delay in the delivery of the CM training and official roll out. This will now be January - March 2020. However we have commenced use of the toolkit on some contracts as they have been awarded with one on one training being provided to the Officers involved in Managing those contracts.		