

**OFFICER DELEGATION SCHEME  
RECORD OF DECISION**



**TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES**

<b>Date:</b> 20/10/2020	<b>Ref No:</b>
<b>Responsible Officer:</b> Lisa Kitto Interim Director of Financial Transformation	
<b>Type of Decision (please refer to MO Guidance):</b>	
<b>Key</b> <input type="checkbox"/>	<b>Non-Key</b> <input checked="" type="checkbox"/>
<b>Freedom of Information Status:</b> Yes	
<b>Title/Subject matter:</b> <b>Audit and Risk Management Support</b>	
<b>Budget/Strategy/Policy/Compliance:</b>	
(i) Is the decision within an Approved Budget?	Yes
(ii) Is the decision in conflict with the council's policies, strategies or relevant service plans?	No
(iii) Does the decision amend existing or raise new policy issues?	No
(iv) Is the decision significant and/or does it meet the £100,000 threshold for recording?	No
<b>Equality Impact Assessment</b> [Does this decision change policy, procedure or working practice or negatively impact on a group of people? <b>If yes</b> – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	No

**Summary:**

A recent review of the internal audit function identified some weaknesses in the current service and a development plan has been agreed in order to improve service provision across the council. Internal audit is a key component of the Council's governance and assurance and it is essential that the service performs a high standard and in line with current requirements.

Measures have been put in place to support the service however a more targeted intervention is required in order to ensure the Council makes the progress that it needs to. The Council is also bringing together its audit and risk functions under the finance service and a new model is being developed as part of the finance restructure. The post of risk officer is currently vacant and it is essential that this too is covered until a permanent replacement has been recruited.

Cipfa C.Co have been working with the council on improving governance arrangements. Initial discussions with recruitment agencies have not identified any suitable candidates on an interim basis and therefore it is proposed that an arrangement be entered into with Cipfa C.Co for a period of 10 weeks to provide some specialist audit and risk management support.

The cost of the proposal is £24,000 and can be met from the corporate capacity budget and also the budgets for the vacant risk officer post.

It is intended that the Council will have a permanent audit and risk manager once the finance restructure has been fully concluded.

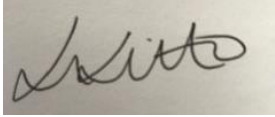

**Financial Implications**

The cost of the proposal is £24,000 and can be met from existing budgets.

**Wards affected:** None**Consultations:** None**Scrutiny & Review Committee Interest:** Yes as part of wider governance review**Options considered:** Interim recruitment failed to identify a suitable candidate

**Decision**

To enter into a contract with Cipfa C Co to provide specialist audit and governance support for a period of 10 weeks to support the development work on internal audit.

<b>Decision made by:</b>	<b>Signature:</b>	<b>Date:</b>
Director or Chief/Senior Officer		22 October 2020
<b>Members Consulted [see note 1 below]</b>		
Cabinet Member		21.10.20
Lead Member		
Opposition Spokesperson		

**Notes**

1. Where, in accordance with the requirements of the Officer Delegation Scheme, a Chief Officer consults with the appropriate Cabinet Member they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained if required, to confirm that he/she has been consulted. Please refer to the MO Guidance.
2. **This form must not be used for urgent decisions.**
3. Where there is any doubt, Corporate Directors should err on the side of caution and seek advice from the Council's Monitoring Officer.