

## SIGNIFICANT GOVERNANCE ISSUES 2020/2021

No.	Governance issue	Proposed Action	Timescale	Responsible Officer/Group	Current Position as at 1 March 2022
1.	Community Infrastructure Levy (CIL) – governance arrangements	Overall governance arrangements to be formalised between partners.	March 2022	Head of Development Services	The three JCS Local Authorities are in the process of reviewing and confirming formal arrangements.
2.	Local Code of Corporate Governance	Development and approve a new code of governance.	<del>April 2021</del> <del>September 2021</del> March 2022	Head of Corporate Services	Work has yet to commence as resources have been deployed to the COVID-19 response
3.	Administration of Discretionary Housing Payments (DHPs)	<p>Implementation of internal audit recommendations including:</p> <ul style="list-style-type: none"> <li>• Collection and assessment of evidence to support the integrity of DHP applications.</li> <li>• Review of the DHP Policy including a review of non-essential items.</li> <li>• Independent verification check.</li> </ul>	<del>December 2020</del> December 2021	Revenues and Benefits Manager	<p>As recommended by internal audit, detailed financial information is collected from applicants in order to assess their application and a checklist is now used to evidence this.</p> <p>The DHP Policy has been reviewed and non-essential items of expenditure are excluded when determining eligibility. A new policy is being taken to Executive Committee on 30 March 2022. This is a significant policy refresh which takes into account the internal audit recommendations.</p> <p>Work continues on developing a new assessment and review process which will incorporate management checks before any payments are made. This will be live from 1 April 2022.</p>

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4.	Effective recovery of the internal audit function	Implement the internal audit recovery plan including: <ul style="list-style-type: none"> <li>• Review and revision of the suite of outstanding recommendations and their implementation timescales.</li> <li>• Review of the team's quality assurance and improvement programme.</li> <li>• Backfill of resource that remains redeployed.</li> </ul>	March 2022	Head of Corporate Services	Implemented. <ul style="list-style-type: none"> <li>• The suite of recommendations has been reviewed. New implementation dates have been agreed with relevant officers. A report confirming this was presented to Audit and Governance Committee on 15 December 2021. The follow-up of these recommendations will be programmed into the 2022/23 Internal Audit Work Plan.</li> <li>• The Internal Audit Quality Assurance and Improvement Programme has been updated and is an Agenda item for Audit and Governance Committee on 24 March 2022.</li> <li>• A temporary 12-month post has recently been recruited to.</li> </ul>
5.	Implementation of the CIPFA Financial Code	Undertake a position statement against the code and, if necessary, produce an improvement action plan.	March 2022	Head of Finance and Asset Management	Review of code has taken place and an action plan will be presented to Audit and Governance Committee in March.

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6.	Licensing Service Review	Undertake and complete a review of the service.	March 2022	Head of Community Services	An experienced Licensing Team Leader has been employed on a 12 month contract to support the Environmental Health Manager in undertaking this work. A number of project plans have been formulated around the various aspects of licensing that need improvement and these are being monitored by the Council's programme board to ensure the projects stay on track.