

## Appendix 1

Actions with a completion date up to August 2019 which have yet to be completed

<b>Finding</b>	<b>Action</b>	<b>Action owner &amp; Service</b>	<b>Date(s)</b>	<b>Current status</b>	<b>Internal Audit Opinion</b>
<p><a href="#">17-03 - Capital Programme</a></p> <p>Action Point : 4 - Project Assurance Importance: Low Audit Committee Date: June 2017</p> <p>There is evidence of project assurance being trialled for newer projects and programmes. However, the scope and format of key stage evaluation has yet to be fully determined.</p>	<p>The Capital Programme Office has been consulting with relevant Heads of Service and Senior Managers to identify the most appropriate form of key stage evaluation. Once an appropriate format has been determined this will be incorporated into the project management toolkit and procedures for the Capital Programme Office.</p>	<p>N Ballantine, Capital Programme Manager</p>	<p>Dec 2017 Dec 2018 Aug 2019 Jan 2020</p>	<p>A draft Capital Programme Gateway Review Process has been considered by the Strategic Investment and Improvement Board in October 2019. This will be reviewed by the Executive Officer Team prior to submission to the relevant Council Committee for approval.</p>	<p>Accepted</p>
<p><a href="#">18-11 - School Estate Strategy</a></p> <p>Action Point : 1 - School Estate Strategy Update Importance: Medium Audit Committee Date: January 2019</p>	<p>The Service will review the School Estate Strategy (2012-2017) document to ensure that strategic developments, governance arrangements and relevant influential factors and challenges are documented and align with the vision for</p>	<p>C Taylor, Service Manager (Resource Management)</p>	<p>Aug 2019 Mar 2020</p>	<p>The national strategy was launched on 9 September and a Perth &amp; Kinross Council strategy which takes account of all aspects of the national strategy is being drafted.</p>	<p>Satisfactory</p>

<p>A draft School Estate Strategy was approved in 2012 to cover arrangements from 2012-2017, with a requirement that a finalised version be submitted to Committee. The Strategy review frequency was also noted as annual. The draft strategy document has not been updated since 2012. In subsequent years there have been a number of changes to the governance arrangements, forward planning processes and influencing factors. This document may therefore benefit from review to provide clarity and formalise the current arrangements and to establish an appropriate review frequency for the future.</p>	<p>managing the School Estate. This will include liaison with appropriate Council Services regarding any legislative changes. A finalised document will be submitted for approval by the Lifelong Learning Committee.</p>				
<p><a href="#">18-12 - Management of Contracts</a></p> <p>Action Point : 3b - Authorised Signatory Database Update Importance: Low Audit Committee Date: November 2018</p>	<p>The Financial Systems Team is currently reviewing all fields and information captured within the authorised signatory database. Further to this, action will be taken to capture all</p>	<p>L Law, Financial Systems Team Leader</p>	<p>Dec 2018 Jul 2019 Aug 2019 Dec 2019</p>	<p>The Financial Systems Team have experienced some issues with rolling this out and are in the process of testing prior to going live. Further delays have arisen as a</p>	<p>Accepted</p>

<p>Authority for entering into the contract was based upon an Officers revenue and capital spending limits. It is recognised, however, that further work is required to capture information and formally record contract authority as a separate field within the authorised signatory database.</p>	<p>appropriate information from Services.</p>			<p>consequence of structure changes required across the organisation The current 'going live' date is expected to be in December 2019.</p>	
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