

**Agenda item 9
Addendum**

Update on Actions Identified in the 2010/11 Annual Governance Statement.

Action	Position as at January 2012
Training for new members	A Member Development Strategy (April 2011) is in place that provides a framework for member training. A detailed induction process exists and a Member Development programme has been defined within the strategy.
Training for new permanent employees	A Learning and Development Policy is now in place (April 2011) detailing responsibilities for training. Actions include the identification of training needs and methods of delivery, and the introduction of a defined induction programme for new staff. Personal Developments Plans are in place for staff and a People Strategy is being developed.
First full budget requiring detailed monitoring	The 2011/12 Internal Audit review has provided Substantial Assurance that effective arrangements for Budget Management are in place.
Determine future of support service arrangements	The contract for the provision of Financial Services is currently being retendered.
Planning efficiency exercise with Local Planning Authorities (LPAs).	A Managing Excellent Planning Services (MEPS) exercise with the LPAs was undertaken. This exercise produced a number of reports and recommendations and suggested ways that all the LPAs and the SDNPA might operate more efficiently in the future. This work was designed to help find ways of identifying potential efficiencies (to help reduce overall costs) and it also examined processes and procedures, in order to help identify ways of converging operational costs and processes.
Ensure actions taken to improve the controls around procurement and accounts payable become embedded in practice	<p>At the time of the audit visit there were still control weaknesses that needed to be addressed to ensure consistent compliance across all procurements. Action has already been taken including training and the launch of a revised corporate Procurement Guide.</p> <p>Control improvements have been made in the accounts payable (creditors system) although the improved order authorisation process has not been in place for the whole of this financial year.</p>