

RISK LEVEL 3 & 4 Recommendations implemented between 05 November 2011 and 03 February 2012

Code & Title	Description	Risk level	Assigned To	Due Date	Completed
1011 COR05 3.2 Contracts & Procurement	<p>Recommend that</p> <p>a) adequate resources are in place to allow for the completion of a Contracts Register which will provided a reliable, complete and accurate record of all contracts and major agreements the Council has with its suppliers and that all contracts, and</p> <p>b) all major agreements and supporting documentation (with the possible exception of specific Legal contracts and Housing Services Contracts) should be held in a central depository by the Procurement Manager</p>	3	Stephen Joyce	31-Dec-11	22-Mar-12
1112 COR K01 1.1 Corporate Asset Management	<p>It is recommended that consideration be given to set up management information reports on the Council's asset portfolio which should categorise assets into:-</p> <ul style="list-style-type: none"> · operational and non-operational assets indicative of its capacity to generate or potential to generate income; · its general maintenance cost; · triggers on economic cycles and its impact/responses during the expansion and contraction years; · the objective of an asset and holding timescale as well as the need for risk assessment to assets ie in flood zone areas and those that require a high performance in safety. 	3	Stephen Joyce	31-Mar-12	31-Mar-12
1112 COR K05 1.1 Corporate Reconciliations	<p>The system of independent review and authorisation should be maintained and extended to include all control account reconciliations. Reconciliations should be checked independently in each case, and the checks acknowledged and dated.</p>	3	Margaret Donaldson	31-Mar-12	28-Feb-12
1112 COR K05 1.2 Corporate Reconciliations	<p>Recommendation that improved methodology is introduced to ensure that there is actual reconciliation of HRA142/136 to the General Ledger and that the procedure is documented</p>	3	Margaret Donaldson	31-Mar-12	31-Mar-12