

FINAL MANAGEMENT ACTION PLAN

Directorate:	Environment and Infrastructure
Audit report:	Review of Waste Management and Minimisation
Dated:	1 May 2015

PRIORITY RATINGS

Priority High (H) - major control weakness requiring immediate implementation of recommendation

Priority Medium (M) - existing procedures have a negative impact on internal control or the efficient use of resources

Priority Low (L) - recommendation represents good practice but its implementation is not fundamental to internal control

I agree to the actions below and accept overall accountability for their timely completion. I will inform Internal Audit if timescales are likely to be missed.

The auditor agrees that the actions set out below are satisfactory.

Lead Responsible Officer (HOS): Ian Boast

Auditor: Siva Sanmugarajah

Date: 7 May 2015

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Para Ref	Recommendation	Priority Rating	Management Action Proposed	Timescale for Action	Officer Responsible	Audit Agree?
5.12	Current efforts made by the Surrey Waste Partnership (SWP) are beneficial. However, the service should consider securing additional delegated authority to the Partnership by gaining the approval of the leadership of all member authorities. This should enable the Council to implement beneficial joint working arrangements	Medium	Surrey Chief Executives have tasked the SWP with developing new approaches to delivering waste services in the county, in order to reduce the cost to the Surrey taxpayer. This review includes governance arrangements, how we deliver services and the financial transactions between organisations to	Work is underway and will be reported to Chief Executives in Autumn 2015 and Leaders by the end of 2015	Matthew Smyth, Waste Development Group Manager	√

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	including the adoption of the revised strategy of 2015 (discussed in para 5.46 of the audit report) by all member authorities so that everyone benefits from these efforts.		deliver this.			
5.53	A risk register for the Joint Municipal Waste Management Strategy (JMWMS) Action Plan should be created and maintained as a live document and updated. The strategy, Action Plan and the Risk Register should be reviewed by senior management and Members on a regular basis and updated as necessary.	Medium	A risk register will be created to sit alongside the JMWMS Action Plan. The strategy is scheduled to be reviewed in 5 years time. The targets within the strategy will be reviewed mid way through that period and the action plan will be reviewed annually. The risk register will also be reviewed annually.	A risk register will be created by September 2015. Review dates are: Strategy 2019/2020 Targets 2017/18 Action plan May 2016 Risk register May 2016	Tom Beagan, Waste Policy and Partnerships Manager	√
5.62	The service in consultation with their Finance colleagues and the Leadership of SWP members should make adequate provisions to meet the unexpected additional costs.	High	The waste function has been through its budget and identified a series of actions that are required in order to reduce our cost base as far as possible. The financial impact of these actions is currently	June 2015	Ian Boast	√

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			being revised following Cabinet agreement to proceed with the Eco Park on 28 April 2015. Additional actions are also being identified to feed into the corporate Medium Term Financial Plan refresh in June 2015.			

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