

APPENDIX 1 TO ITEM 9

FMS REVIEW: IMPROVEMENTS IDENTIFIED	
Area	Detail
Training & Awareness	<p>Increased training will be provided on the use of the system and will be supported by user guides for reference purposes.</p> <p>Increased training and awareness of the processes, policies and procedures that support the system will also be provided e.g. Financial Regulations and Procurement Requirements.</p>
System reports and monitoring compliance	<p>Additional reports will be generated from the system for monitoring purposes.</p> <p>Compliance monitoring with processes, policies and procedures will be undertaken. This will be carried out by Finance, Internal Audit, Managers, Budget Holders and Directors as appropriate.</p> <p>Instances of non- compliance (where appropriate) will be escalated to Budget Holders and Directors for appropriate action.</p>
System Changes	<p>Revised authorisation structures by cost centre including new value levels will be implemented.</p> <p>These will be considered on a case by case basis to ensure that values meet operational requirements without placing the Council at undue levels of risk.</p> <p>Improvements of the audit trail maintained within the system will be applied to ensure that any changes made retain an adequate history.</p> <p>User screens will be adjusted to make them more user friendly for the end user.</p>