

Management response form



Audit Wales use only	
Audited body	Cyngor Gwynedd
Audit name	Arrangements for commissioning services
Issue date	19/06/2025

Ref	Recommendation	Commentary on planned actions	Completion date for planned actions	Responsible officer (title)
R1	<p>Establish consistent commissioning arrangements</p> <p>To enable the Council to assure itself that its decisions for commissioning services are consistently shaped by:</p> <ul style="list-style-type: none">• Comprehensive options appraisal (paragraph 17);• planning over an appropriate timescale and balancing short and longer term needs (paragraph 19);• an understanding of the long-term resource implications (paragraph 20);	<p>In accordance with the principles of Ffordd Gwynedd in establishing and reviewing the purpose of services, it is the duty of Managers and/or Head of Service to ensure that:</p> <ul style="list-style-type: none">• The need is clearly defined.• Ensure that an options appraisal has been completed.• Complete an impact assessment (Long-term – short and long term).• Create a business plan to assess resource needs (costs) including a	During the financial year 2026/27	Heads of Service

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	<ul style="list-style-type: none"> • setting out how it will assess and monitor value for money (paragraph 21); • ensuring that wider impacts of commissioned services are maximised (paragraph 22); and • working with the right people and partners to design and deliver the service (paragraphs 23 and 24). 	<p>timetable/expenditure profile, monitoring arrangements to ensure value for money and any other improvements sought.</p> <ul style="list-style-type: none"> • Completion of impact assessment (Content) and (Collaboration). 		
R2	<p>Embedding arrangements across the Council</p> <p>To ensure services across the Council learn from commissioning activity, the Council should embed commissioning arrangements by:</p> <ul style="list-style-type: none"> • raising awareness of commissioning arrangements and expectations (paragraph 15); • systematically evaluate the value for money of its approach to commissioning services (paragraph 25); and 	<p>The Council's Corporate Services will:</p> <ul style="list-style-type: none"> • Based on the principles of Ffordd Gwynedd create a Commissioning Plan/Corporate Business Plan. • Include a clause in the Procurement Policy of the expectations prior to commencement of procurement procedure. Consider whether 	<p>By March 2027</p> <p>By March 2027</p>	<p>Procurement Manager</p> <p>Procurement Manager</p>

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	<ul style="list-style-type: none"> share learning from commissioning activity across departments and with external partners where relevant (paragraph 25). 	<p>performance clauses can be incorporated into the agreement.</p> <ul style="list-style-type: none"> Share the findings of the audit and action plan with Heads of Services. Carry out a review if what is set out in A1 and A2 is completed with the Corporate Governance Group. <p>The Council's Services will:</p> <ul style="list-style-type: none"> Regularly report on performance measures paying particular attention to whether the service salutes purpose and delivers value for money. Share learning from commissioning activity across departments and with external partners where relevant 	<p>By March 2027</p> <p>By March 2027</p> <p>During the Departmental Performance and Improvement Meetings.</p> <p>During the Departmental Performance and Improvement Meetings, Management</p>	<p>Head of Corporate Services</p> <p>Head of Corporate Services</p> <p>Heads of Services</p>

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			Meetings and Regional Meetings	